

Your Officers and Directors Welcome You to Our 115th Annual Educational Conference

President



Danny Hanning

Huntsville Township, Schuyler County

1st Vice President.....	Judy Herrman <i>Spring Lake Twp., Tazewell County</i>
Secretary.....	Craig Paulek <i>Stonington Twp., Christian County</i>
Treasurer.....	Christopher Kain <i>Addison Twp., DuPage County</i>
Immed. Past President.....	Karen L. Reese <i>Newell Twp., Vermilion County</i>
Executive Director.....	Jerry B. Crabtree



In Memoriam Susan Curtiss

1950 - 2022

Supervisor, Esmen Township/Livingston County
TOI Board Member since 2005, TOI Secretary 2015-
2016, TOI Treasurer 2016-2017, TOI Second Vice
President 2017-2022, Township Supervisors of Illinois
President 2016-2018.

Board of Directors

M. Carroll Carroll

Tax Collector

Brimfield Twp., Peoria Co.

Mary Rob Clarke

Trustee

Riverside Twp., Cook Co.

John Dabrowski

Assessor

Bloomington Twp., DuPage Co.

Dave Dobbels

Supervisor

Cambridge Twp., Henry Co.

Katy Dolan Baumer

Township Clerk

Hanover Twp., Cook Co.

Suzanne Fisher

Township Clerk

Oquawka Twp., Henderson Co.

John Gardner, Jr.

Supervisor

Frankfort Twp., Franklin Co.

Don Goad

Highway Commissioner

Greenwood Twp., McHenry Co.

Mary Hamilton

Trustee

Aetna Twp., Logan Co.

Bonnie Hanna

Trustee

Cordova Twp., Rock Island Co.

Lisa Hodge

Township Clerk

Blackberry Twp., Kane Co.

Percy Johnson

Trustee

Waukegan Twp., Lake Co.

Scott Kegarise

Highway Commissioner

Schaumburg Twp., Cook Co.

Sherrill Knorr

Supervisor

Reed Twp., Will Co.

Chuck Layer

Supervisor

Blackhawk Twp., Rock Island Co.

Darrell Maxheimer

Highway Commissioner

Rochester Twp., Sangamon Co.

Karen Megan

Tax Collector

Millbrook Twp., Peoria Co.

Lucy Prouty

Township Clerk

Ela Twp., Lake Co.

Cynthia Reeder

Assessor

Murphysboro Twp., Jackson Co.

Mike Reynolds

Trustee

Long Creek Twp., Macon Co.

Sandy Shaw

Assessor

Wood River Twp., Madison Co.

Kay Starostovic

Supervisor

Grant Twp., Lake Co.

Sherry Tite

Township Clerk

Wood River Twp., Madison Co.

Arnold Vegter

Highway Commissioner

Union Grove Twp., Whiteside Co

Deanna Wilkins

Assessor

York Twp., DuPage Co.

Neal Wood

Multi-Township Assessor

Newman, Murdock, Sargent, Bowdre Twps.,

Douglas Co.

Schedule At a Glance

Sunday, November 13

2:00 - 6:00 P.M.	Registration Desk Open
3:00 - 7:00 P.M.	Exhibit Hall Open
5:30 - 7:00 P.M.	Welcome Back Reception in Exhibit Hall

Monday, November 14

7:30 am - 1:00 pm	Exhibit Hall Open
7:30 am - 4:45 pm	Registration Desk Open
7:30 - 9:00 am	Breakfast in Exhibit Hall
9:15 am	Opening Session Doors Open
9:45 - 11:30 am	Opening Session feature Steven Ford
11:30 am - 1:00 pm	Complimentary Lunch in Exhibit Hall
1:15 - 2:15 pm	Concurrent Educational Sessions
2:45 - 3:45 pm	Concurrent Educational Sessions
4:00 - 5:00 pm	Concurrent Educational Sessions
7:00 - 8:00 pm	President's Reception
8:00 - 10:00 pm	Cocktails & Dueling Pianos

Tuesday, November 15

7:30 am - 4:00 pm	Registration Desk Open
7:45 - 9:30 am	Awards Breakfast (Ticketed)
7:45 - 8:40 am	Early Risers Education
8:30 - 9:30 am	Concurrent Educational Sessions
9:30 - 10:50 am	Division Meetings
11:00 am	Closing Session
12:00 pm	Close

General Conference Information

Registration for the 115th Annual Educational Conference and Exhibit Hall is in the First Floor Lobby of the Crowne Plaza Hotel from 2:00 to 6:00 p.m. on Sunday, November 13, 2022.

Conference attendees are encouraged to take advantage of this time to visit the many vendors in the Exhibit Hall that provide townships with products and services. Lite snacks and beverages will be provided.

All individuals attending the Conference **MUST BE REGISTERED**, and **IDENTIFICATION BADGES MUST BE WORN** at all times. Conference Committee members will be checking for proper identification to verify all participants are paid attendees.

SHUTTLE TO OTHER HOTELS

The Crowne Plaza Hotel provides shuttle service to and from participating Conference hotels. Shuttles will run between the hotels on Monday, November 14 from 8 - 9:30 am, 11:30 am - 1 pm, and 6 - 6 pm. On Tuesday, November 15 the shuttles will run from 6:30 - 8 am and 12:30 - 1 pm.

Wi-Fi ACCESS

There is free Wi-Fi access for TOI conference attendees at the Crowne Plaza. The Wi-Fi network is **TOI**. When prompted for a password, enter **conference2022**.

SPOUSES/GUESTS

Guest Registration allows spouses/guests to enter the exhibit hall, have continental breakfast on Monday, and lunch on Monday and Tuesday. Guests are encouraged to congregate in the area outside the Lone 9 restaurant on the second floor of the Crowne Plaza to visit and make plans. The Crowne Plaza shuttle will also transport guests to sites within Springfield.

ELEVATOR SCHEDULE

Two of the hotel elevators will be running only between floors 1-3 during various times throughout the conference to help expedite the transfer of attendees to sessions. A schedule of the times is posted outside of the elevators. Please only use these elevators at the stated times to access floors 1-3. Attendees needing to access their room floors, please use the designated elevator for floors 4 and up. Once education sessions have started, all elevators are open to access any hotel floor.

CONFERENCE SURVEYS

TOI values your thoughts and ideas regarding its 112th Annual Educational Conference! To help us with planning for future education sessions and the overall conference, TOI is asking all attendees to complete surveys during each education session they attend, as well as the overall conference survey. Paper surveys are available in each session and in your conference packet received at registration. Online surveys can be accessed through the TOI Conference App on your mobile devices.

For the session surveys, click on the specific session you are attending, scroll to the bottom of the page to Surveys. Click on Session Survey. There are 5 questions to answer, as well as an area to leave comments. The overall conference survey can be accessed through the main page of the app. Click on Conference Evaluation.

HOW TO USE THE CONFERENCE APP

Download the app by accessing the iTunes App Store for iOS devices and the Play Store for Android devices. Search for **Guidebook App**. You can also scan this **QR code**. Once you've found the app, tap either **Download** or **Install**.



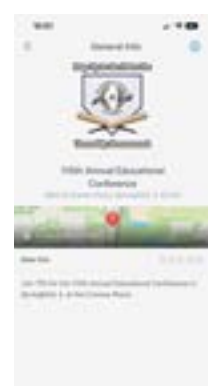
After installing, a new icon will appear on the home screen.

Once downloaded, open the **Guidebook App** app and enter **TOI**. Tap the name of the **TOI event** to open it.

Then, the Conference Home Page will appear. From the Home Page, you have access to a large variety of information with just one click on an icon!



A schedule of the Conference activities, by day or at a glance, all speakers and their contact information, TOI Board Members & Divisions, Silent Auction items, Exhibitors & an interactive exhibit hall map, and map of the hotel are all available with just one click on any of the icons on the app's home page.



Hosted by the TOI Conference Committee



Sherrill Knorr, Chair
Supervisor, Reed Township (Will Co.)

Lisa Hodge Vice Chair
Township Clerk, Blackberry Township (Kane Co.)

Percy Johnson
Trustee
Waukegan Township (Lake Co.)

Mary Rob Clarke
Trustee
Riverside Township (Cook Co.)

Lucy Prouty
Township Clerk
Ela Township (Lake Co.)

Craig Smith
Highway Commissioner
DeKalb Township (DeKalb Co.)

Kay Starostovic
Supervisor
Grant Township (Lake Co.)

Sunday, Nov. 13

Registration

2:00 – 6:00 pm

First Floor Lobby

Registration for the 2022 Annual Educational Conference on the first-floor lobby of the Crowne Plaza Hotel. Attendees who register for Monday or Tuesday Only will NOT be allowed to pick up their registration materials on Sunday or attend the exhibit hall hours on Sunday.

Download the Conference app to your smart phone or portable device prior to the Conference. Visit iTunes or Play Store and download the Guidebook app. After installing the Guidebook app, use the search function of the app for TOI to use the TOI conference app on your mobile device.

Exhibit Hall

3:00 – 7:00 pm

Plazas E-J

Conference attendees are encouraged to check-in Sunday afternoon and take advantage of this time to visit the many vendors that provide townships with products and services. Beverages and lite snacks are available.

This year, TOI is asking each attendee to bring a physical or monetary donation for the nonprofit Soldiers and Dogs. Physical donations should be of dog supplies (crates, vests, leashes, dog food, etc). Donations can be dropped off at the Soldiers and Dogs booth.

Silent Auction

3:00 – 7:00 pm

Exhibit Hall - Plazas E-J

Silent Auction items are on display near the TOI Booth (booths 26 – 28). Complete a Silent Auction bid form at the Registration Desk (hotel lobby) to obtain a bid number and bid during Exhibit Hall hours on Sunday and Monday as well as during the Monday night activity, bidding closes at 9:30 p.m. on Monday during Cocktails & Dueling Pianos. Bid winners will be posted on Tuesday morning at the Registration Desk.

Hotel Check In Starts

4:00 pm

Don't cause a traffic jam! Hotel Check In doesn't start until 4 pm! We have accommodations for you to store your luggage if your check in is delayed. This allows you to attend the opening reception in the Exhibit hall and begin to network with vendors and conference attendees.

Welcome Back Reception

5:30 – 7:00 pm

Exhibit Hall - Plazas E-J

Opening the conference with a reception in our action-packed exhibit hall! Enjoy a beverage, appetizers and meeting up live and in person with colleagues. Meet old friends and make new friends at this new fun event! Visit the many vendors that make the conference possible.

Monday, Nov. 14

Registration

7:30 am – 4:45 pm

First Floor Lobby

If you are not able to check-in on Sunday afternoon, please do so on Monday morning in order to enjoy coffee and in the Exhibit Hall while visiting with the many vendors. Please check-in before 9:15 a.m. in order to enjoy the patriotic music provided by the Springfield Municipal Band prior to the start of the Opening Session at 9:45 a.m.

Exhibit Hall

7:30 am – 1:00 pm

Plazas E - J

Vendors that provide products and services to townships are available from 7:30 to 1:00 p.m. Please note the Exhibit Hall is not open on Tuesday.

Coffee and rolls are provided from 7:30 – 9:00 a.m. We encourage all Conference attendees to participate in the Opening Session.

TOIPAC Silent Auction

7:30 am – 9:30 pm

TOIPAC Silent Auction items are located near the TOI Booth in the Exhibit Hall from 7:30 a.m. to 1:00 p.m. and in the Diamond Ballroom during the Banquet & entertainment from 8:30 p.m. to 9:30 p.m. Bidding for all Silent Auction items may take place during these times. Bidding stops promptly at 9:30 p.m. Bid winners are posted at the TOI Registration Desk at 7:45 a.m. on Tuesday. Bid winners may pay for and pick-up their items at the TOI Registration Desk from 7:45 a.m. to 4:00 p.m. on Tuesday. Complete a Silent Auction bid form at the Registration Desk (hotel lobby) in order to bid on items.

ITAGAC

8:30 – 9:15 am

Capital IV

- I. Call to Order
- II. Division Updates
- III. Treasurers Report
- IV. Old Business
- V. New Business
 - A. Approval of 2021-2022 Meeting Minutes
 - B. Educational Workshops
 - C. Increase in 2023 Membership Dues
- VI. Election of Officers
- VII. Adjournment



ITAGAC President
Mary Jo Imperato

Cash Prize Drawing

9:15 am

Exhibit Hall

A cash drawing for \$100 will be held at the TOI Booth at 9:15 am prior to doors opening for the Opening Session. Be certain to visit the TOI Booth to get our name in the drawing. You must be present to win!

Opening Session Doors Open

9:15 am

Diamond Ballroom (second floor)

Enjoy patriotic music by the Springfield Municipal Band while waiting for the Opening Session to begin. If you are a veteran, please stand to be recognized when you hear the theme song for your branch of service.

Opening Session

featuring Steve Ford

9:45 – 11:30 am

Diamond Ballroom (second floor)

Call to Order

*Danny Hanning, TOI President
Huntsville Township Highway Commissioner*

Presentation of Township Flags

Danny Hanning, TOI President

Presentation of Colors

Pledge of Allegiance

Judy Herrman, TOI 1st Vice President

Spring Lake Township Clerk

Invocation

Rev. Percy L. Johnson, TOI Official Chaplain

Waukegan Township Trustee/TOI Director

Welcome

Lisa Hdoge, TOI Conference Committee Chair

Blackberry Township Clerk/TOI Director

Keynote Speaker Featuring Steve Ford

Steve has enjoyed a successful acting career for over 30 years appearing in over 800 hours of film and television productions. He has worked on over 25 films and many guest leads in television. Most recently you would have seen Steve appearing in the hit movie Transformers and Black Hawk Down. Steve's other film credits would include films such as Contact with Jodie Foster, Armageddon with Bruce Willis, Starship Troopers, Eraser with Schwarzenegger, Heat with Al Pacino, Carrie II, Young Doctors in Love, and When Harry Met Sally as Meg Ryan's Boyfriend. He has also done numerous guest leads in television shows such as Suddenly Susan, J.A.G., Dark Skies, Flipper, Walker Texas Ranger, Dr. Quinn, Baywatch, Mr. And Mrs. Smith, The Cape, Pensicola, The Sentinel, Columbo, Murder She Wrote and Happy Days. Steve also hosted a full season, 22 episodes of the prime time series Secret Service for NBC. Early in Steve's career he spent six years playing the character Andy Richards on the Emmy award winning daytime show The Young And The Restless.

Before becoming an actor in 1980, Steve worked on the professional rodeo circuit as a team roper and still ropes today in his spare time. He owns a ranch in California. Steve served three years on the Board Of Directors Of The National Cowboy Hall Of Fame in Oklahoma city and currently serves on the Gerald R. Ford presidential foundation.

He is also highly sought after nationally as a motivational speaker for corporate events relating his inspiring experiences during his family's stay in the White House and his years in Hollywood. Steve also speaks about his own successful battle overcoming alcoholism over twenty-five years ago. He shares with audiences inspiring stories of character and leadership that lead to the Ford family's success which will help audiences rethink their own lives. He is the third son of President and Mrs. Gerald R. Ford.

Legislative/TOIPAC Report

Taylor Anderson, TOI Legislative Consultant

Report – State of the Association

Jerry B. Crabtree, TOI Executive Director

Adjournment of Opening Session

Exhibit Hall & Lunch

11: 30 am – 1:00 pm

Plazas E - J

The Exhibit Hall reopens following the Opening Session and a complimentary lunch is provided to all paid delegates. Your Conference badge serves as your admission ticket to the Exhibit Hall for lunch. In addition to enjoying lunch and networking, Conference attendees are encouraged to use this last opportunity to visit the many vendors that help to underwrite the cost of the Conference. The Exhibit Hall will close at 1:00 p.m.

Educational Sessions

1:15 – 2:15 pm

- Second Floor -

Record Retention in Township Government

Ruby

Robert A. Porter, Ancel Glink

If you are a first term or a long term township official, then this session is for you to grasp a better, simpler and more productive understanding and usage of your township budget for processing, application and successful results.

Township Levy and Ordinance Process

Emerald

Sheryl H. Churney, Klein, Thorpe & Jenkins, Ltd.

This presentation will review tax levies available to townships and road districts and explain how and when to calculate the tax levies, including how a taxing body's EAV affects tax levy amounts. The procedures to be followed for adopting the township and road district tax levies, including complying with Truth in Taxation Law requirements, will also be discussed.

Township Cemeteries

Diamond

Kurt Asprooth, Ancel Glink

This session covers the basics of township cemeteries, including the authority of township to establish and maintain cemeteries, the authority of township to take control of existing cemeteries, the revenue sources available to support township cemeteries, the statutory systems of township cemetery governance, and the requirements imposed on township cemeteries under the Cemetery Oversight Act.

Running an Efficient Township Board Meeting

Sapphire

Jim Donelan, TOIRMA

In order to Run an efficient township board meeting you must be aware of the applicable rules. If you're interested in being better equipped to run meetings, this session is for you. Participants will be provided an overview of the Illinois Open Meetings Act, Township and Highway Codes, Roberts Rules of Order, and basic parliamentary procedures and rules. Making sure your township is following recommended procedures, and guidelines in running an effective meeting will be stressed.

- Third Floor -

Intergovernmental Agreements

Governor

Andrew Keyt, Heyl Royster

Intergovernmental Agreements are a great way for townships to save costs and increase efficiency. But there are best practices to avoid costly mistakes and potential disputes.

Food Banks and How They Operate

Illinois

Mary Jo Imperato, Hanover Township (Cook Co.)

Scott Jewitt, Northern IL Food Banks

This program explores the design, implementation and management of a township food bank. Have you ever wanted to start one? Have you wanted to learn how others are managing these types of programs. This session provides details on Township Food Banks!

Educational Sessions

2:45 – 3:45 pm

-Second Floor-

Township Budgeting 101

Ruby

Bob Porter, Ancel Glink

If you are a first term or a long-term township official, then this session is for you to grasp a better, simpler and more productive understanding and usage of your township budget for processing, application and successful results.

Housing for All Ages: Aging In Our Communities Creatively

Emerald

Betsy Burton Kelly, Senior Outreach Coordinator, River Forest Township

Ruth Reko, Arbor West Neighbor

Evan Giffin and Tony Roeder, Marion Street Services

Offering safe and appropriate housing options for people of all ages becomes a challenge in traditional home models. This informative panel discussion features representatives from a variety of housing options. Betsy Burton Kelly from River Forest will present the concept of the Missing Middle Housing and discuss the Homesharing Pilot in River Forest. Ruth Reko introduces the idea of Naturally Occurring Retirement Communities (NORCs) and the Village Movement. Tony Roeder and Evan Giffin talk about ways to modify the inside of your home by adding rooms, renovating a space, or creating an Accessory Dwelling Unit (ADU) to a home or property.

Consolidation Issues in Township Government

Diamond

Keri-Lyn Krafthefer, Ancel Glink

When the State looks to eliminate local governments, townships are always the first target. This session will talk about efforts to consolidate local governments, new laws about consolidation, studies on township consolidation and how townships can fight consolidation efforts. We will also talk about the new law regarding Decennial Committees on Local Government Efficiency and how townships can comply.

Youth in a Pandemic

Sapphire

Laura Donavon, Aurora University

What We Know About the Impact to Substance Use and Mental Health This presentation will provide participants a current understanding of the correlation between the pandemic, substance use and mental health as it pertains to adolescents. Specific focus on the dynamics present in Illinois will be discussed. Gaining insight into the scope and interrelatedness of these issues will best prepare those who work with this population to adequately and competently intervene.

-Third Floor-

IMRF Discussion

Capital II

Randy Stevens, IMRF

We are providing a room and brief overview for officials interested in learning more about IMRF and retirement benefits. Plan to stop by this session and introduce yourself to the new IMRF representative Randy Stevens.

Available Programs and Updates through DHS

Illinois

John M. Hahn, Department of Human Services

This program provides a discussion of General Assistance client protections relating to providing services.

Energy Efficiency Programs For Your Township

Governor

Carol Kulek, Illinois Association of County Board Members

Learn how to save your township energy and financial resources with incentives from Ameren Illinois Energy Efficiency Programs. Hear about success stories and simple initiatives to help you get started.

Educational Sessions

4:00 – 5:00 pm

-Second Floor-

“A Year in the Life of a Clerk” Skit

Ruby

Clerk’s Division Board of Director

The Clerk’s Board of Directors presents a fun and award-worthy skit! We breakdown the Duties and Responsibilities, month by month, to showcase what a typical year looks like for Township Clerks.

GATI Program Overview

Emerald

Amy Victor, Manlius Township (LaSalle Co.)

Deb Skillrud, City of Bloomington Township (McLean Co.)

I need a CHEAT SHEET to getting through my infrequent General Assistance cases! Township GATI instructors are here to provide you with a step-by-step guide to going through the intake process and the application process. You will receive a CHEAT SHEET template of the basics to determining eligibility for your first or infrequent applicants.

How to Accurately Respond to FOIA Requests Diamond

Chuck Davis, Brown, Hay + Stephens

From an attorney's perspective, this session will review the best practices to respond to Freedom of Information Requests. Additionally, what townships can do to develop an efficient process to respond to FOIA requests.

Legal Do's and Don'ts for Highway Commissioners Sapphire

John Redlingshafer, Mescher, Rinehart & Redlingshafer, P.C.

What are the legal "Dos" and "Don'ts" for a Highway Commissioner? John Redlingshafer will walk you through some of the bigger legal considerations for your job and will do his best to answer your questions.

-Third Floor-

Improving the Trajectory Governor

Laura Donavan, Aurora University

Best Practices in Supporting and Improving Outcomes for Youth. We know that the COVID-19 pandemic has had a significant impact on the functioning of youth in our communities. This presentation provides opportunities to explore best practices in addressing the mental health and substance use related needs of youth. The focus of "what do we do now" provides participants additional approaches to improve the trajectory.

Let's Get Crafty Capital III

*Presented by Megan Conway, Hanover Township
Pam Mahn, Oak Park and River Forest Townships*

During this session, participants will engage in a replicable craft project which can be offered easily at your township. Step-by-step instructions and supply list will be provided. This session is back by popular demand from pre-pandemic conferences. Due to limited space, please sign up in advance at the ITASCSC booth in the Exhibit Hall. Participants will also network with others regarding programs and services for older adults – bring samples of a successful program held in your community to share with others. Light refreshments will be provided.

Cash Prize Drawing 5:00

Registration Area - First Floor Lobby

A cash drawing for \$100 will be held near the registration desk in the lobby at the end of the educational sessions. Be certain to visit the TOI Booth to get our name in the drawing. You must be present to win!

AITCOY Division Meeting 5:00 – 7:00 pm

Lincoln Board Room

- I. **Call to Order**
 - A. Roll Call
 - B. Approval of minutes of Business Meeting held on August 25, 2022
 - C. Additions to the agenda
- II. **Officers Reports**
 - A. President
 - B. Vice President
 - C. Secretary

- D. Treasurer
- III. **Committee Chairperson Reports:**
 - A. Membership
 - B. Program
 - C. Awards
 - D. Audit
 - E. CEUs
 - F. Website
 - G. Perspectives
 - H. Summer Olympics
- IV. Unfinished Business
- V. **New Business:**
 - A. Election of 2023 Officers
 - B. FY 23 Budget
 - C. Planning for 2023
- VI. Agency Announcements
- VII. Adjournment



AITCOY President
Tina Houdek

President's Reception 7:00 – 8:00 pm

Pre-Function Ballroom

TOI President Danny Hanning is inviting you to attend his welcome back reception! This event will feature light hors d'oeuvres and a cash bar.

Cocktails & Dueling Pianos 7:00 – 8:00 pm

Diamond Ballroom

Following the President's Reception, all conference attendees are invited to enjoy the musical fun of dueling pianos performed by Fun Pianos!

Tuesday, Nov. 15

Registration 7:30 am – 12:00 pm

First Floor Lobby

Awards Breakfast 7:45 – 9:15 am

Diamond Ballroom

Ticket Required - \$35 (deadline to purchase October 28). Join your fellow TOI officials and enjoy breakfast during which Division awards are presented.

Early Risers Education 8:00 – 9:00 am

-Second Floor-

Township Budgeting 101 (Repeat) Ruby

Bob Porter, Ancel Glink

This session is a repeat from Monday. If you are a first term or a long term township official, then this session is for you to grasp a better, simpler and more productive understanding and usage of your township budget for processing, application and successful results.

Educational Sessions

9:15 – 9:55 am

-Second Floor-

TOI Legislative Agenda Review

Ruby

Taylor Anderson, TOI Legislative Consultant

TOI's legislative consultant provides a review of recent legislative issues related to the Township and Road Districts in Illinois. There will be an opportunity for questions and answers.

Social Media / Electronic Comm for Townships

Emerald

Michael Airdo, Airdo Werwas, LLC; Mark Kimzey, Airdo Werwas, LLC

This program reviews the responsibilities of townships and road districts should they participate in social media. It can be a very effective tool to communicate with your township residents.

CIVICS 101

Governor

Hon. Mike Chmiel, State of Illinois

This session explores the continuing need for civics education in Illinois for students and adults alike, with focus on the operation of the Courts in Illinois. Through the Courts, the Rule of Law is maintained to help the community, including those who govern, address issues properly and keep things in order. And covers offerings of the Illinois State Bar Association, the Illinois Judges Association, and other groups who typically provide speakers & educate. No particular case will be discussed, and no legal advice or advisory opinion will be provided.

Navigating the IDOR Website

Capital II

Adrienne Suits Bailey, Illinois Department of Revenue

This presentation will review tax levies available to townships and road districts and explain how and when to calculate the tax levies, including how a taxing body's EAV affects tax levy amounts. The procedures to be followed for adopting the township and road district tax levies, including complying with Truth in Taxation Law requirements, will also be discussed.

Employee Handbook Basics for Townships

Illinois

Jason Browkaw, Giffin, Winning, Cohen & Bodewes, P.C.

This session will help Township Officials review the status of their personnel policies and revise (or prepare) an employee handbook for their Township. The presenters will discuss various employment related laws and how they relate to the implementation and use of employee handbooks. Additionally, attendees will learn about various handbook provisions, their purpose, and how they are used for the protection of a township as an employer.

Division Meetings

10:00 – 11:20 am

- First Floor-

Supervisors Division

Plaza F

- I. Call to Order – President, Sherrill Knorr
- II. Pledge of Allegiance – 1st Vice President, Chuck Layer

- III. Roll Call & Correspondence – Secretary, Amy Victor
- IV. Approval of Minutes – Secretary, Amy Victor
- V. Treasurer's Report – Treasurer, John Gardner
- VI. President's Report – President, Sherrill Knorr
- VII. Committee Reports:
 - a. Executive Committee – President, Sherrill Knorr
 - b. Legislative Committee – Chair, Deb Skillrud
 - c. Nominating Committee – Chair, Chuck Layer
 - d. Membership Committee – Chair, Amanda Bean
 - e. Program Committee – Chair, Sue Brokaw
 - f. GATI/Education Committee – Chair, Amy Victor
- VIII. Unfinished Business/Old Business
- IX. New Business
- X. Ask the Supervisors – Questions & Answers
- XI. Door Prizes
- XII. Adjournment



Supervisors Division President
Sherrill Knorr

Clerks Division

Plaza E

- I. Call to Order/Welcome, President Hodge
- II. Words of Inspiration, Director Johnston
- III. Pledge, Director Parker
- IV. Roll Call of Board, Secretary Bruner
- V. Secretary's Report: Approval of 2019 Business Meeting, Secretary Bruner
- VI. Treasurer's Report: Approval of 2020-22 Financial Reports, Treasurer Dolan Baumer
- VII. TOI Association Report, Executive Director Jerry Crabtree
- VIII. State of the Division, President Hodge
- IX. Program: Outreach/Game
- X. Committee Reports
 - Legislative: Director Paulek
 - Education: President Hodge
 - Audit & Finance: Treasurer Dolan Baumer
 - Public Relations: President Hodge
 - William Z. Ahrends Award: Director Fisher
- XI. Special Committees
 - Membership: Secretary Bruner
 - VTCC: President Hodge
 - Bylaws: President Hodge
 - Present Amendment/Revision to Bylaws
 - Nominating: Past President Tite
- XII. New Business
 - Bylaws Amendment/Revision Approval: President Hodge
 - Elections: Past President Tite
 - Acceptance of Newly Elected Directors and Officers: Past President Tite
 - Presentation: VP Dolan Baumer
- XIII. Old Business
- XIV. Door Prizes and "The Pig" Drawing
- XV. Adjournment



Clerks Division President
Lisa Hodge

Highway Commissioners Division

- I. Call to Order - President Arnold Vegter
- II. Pledge of Allegiance/Moment of Silence - Scott Seebach
- III. Treasurers Report - Treasurer Craig Smith
- IV. Old Business
 - A. Legislative Update - Danny Hanning
- V. New Business

Tuesday, Nov. 15

- A. *Changes to the Bylaws - Arnold Vegter*
- B. *Ideas for Speakers at 2023 Summer Seminar - Arnold Vegter*
- C. *Any New Business for the Good of the Order?*
- VI. Speaker Matt Wells – Mid-West Truckers Association
- VII. Adjournment

Illinois Assessors Association

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Invited Guest:
- V. President's Report – John T. Dabrowski
- VI. Secretary's Report – Sandy Shaw
- VII. Treasurer's Report – Chris Kain
- VIII. Committee Report
 - a. Legislative – Chris Kain
 - b. TOI Conference – James Weisiger
 - c. Audit Committee – James Weisiger
 - d. Nominating – Chris Kain
- IX. Old Business:
- X. New Business:
- XI. Program – TBA
- XIII. Open Forum/ Door Prizes
- XIV. Adjourn

Trustees Division

TBD

Tax Collector Division

TBD

Plaza A



Assessor's Division
President
John Dabrowski

Plaza C



Trustees Division
President
Mike Reynolds

Plaza D



Tax Collectors Division
President
M. Carroll Carroll

ITASCSC Division Plaza B

- I. Call to Order
- II. Introductions
- III. Changes to Agenda
- IV. Financial Report
- V. Committee Reports
 - a. *Executive*
 - b. *Education*
 - c. *Awards*
 - d. *Legislative*
 - e. *Membership*
 - f. *Transportation*
 - g. *Rebranding*
 - i. *Discussion of Mission Statement*
 - ii. *Discussion of Association Name*
 - h. *Nominating Committee*
 - i. *Election of 2023 Officers*
- VI. Old Business
 - a. *Wrap Up Discussion of TOI Conference 2022*
- VII. New Business
 - a. *Approval of Regular Meeting Minutes of August 12, 2022*
 - b. *Approval of By-laws*
 - c. *Approval of 2023 meeting schedule*
 - d. *Approval of 2023 subcommittees*
 - e. *Assignments for 2023 Perspective articles*
- VIII. Adjournment



ITASCSC President
Megan Conway

-Third Floor-

Attorney's Division

- I. Call to Order
- II. Welcome and Introductions
- III. Presidents Report
- IV. Committee Reports
 - a. *Newsletter*
 - b. *Website*
 - c. *Spina Award*
 - d. *Planning*
- V. Next Meeting Planning
- VI. ITAA Educational Seminar
- VII. Report of Nominating committee – for November meeting
 - a. *Election of Officers*
President Vice President Secretary Treasurer
- VIII. Law Update
- IX. Other Matters coming before the Association
- X. Adjourn

Lincoln



Attorney's Division
President
Chuck Davis

Tuesday, Nov. 15

Annual Meeting

11:00 – 12:30 pm

Plaza G

Call to Order

*Danny Hanning, TOI President
Huntsville Township Highway Commissioner*

Invocation

*Rev. Percy Johnson, TOI Official Chaplain
Waukegan Township Trustee*

Pledge of Allegiance

Danny Hanning, TOI President

Introduction of Division Presidents and Division Meeting Reports

Association Report

Jerry B. Crabtree, TOI Executive Director

Nominating Committee Report

*M. Carroll Carroll, Vice chair TOI Nominating Committee
Brimfield Township Tax Collector*

Election of Officers & Directors

Oath Of Office

Justice Doherty

Keynote Speaker

Illinois State Treasurerer Michael Frerichs

Adjournment

Nominating Committee

Sherrill Knorr, Chair (SU)

M. Carroll Carroll, Vice Chair (COL)

Suzanne Fisher (CL)

John Gardner, Jr. (SU)

Judy Herrman (CL)

Chris Kain (AS)

Darrell Maxheimer (HC)

Cynthia Reeder (AS)

Deanna Wilkins (AS)

Neal Wood (AS)

Parliamentarian

Jason Brokaw, Attorney, Giffin, Winning, Cohen & Bodewes, P.C., Springfield, Illinois

TOI Staff



Jerry B. Crabtree, Executive Director
jerry@toi.org



Brad Ruppert, Director of Member Services
brad@toi.org



Pam Butler, Office Manager/
Drug & Alcohol Program
pam@toi.org



Kayla Jeffers, Associate Magazine Editor
Township Perspective
kayla@toi.org



Teresa "TJ" Ruenger, Database Manager
teresa@toi.org



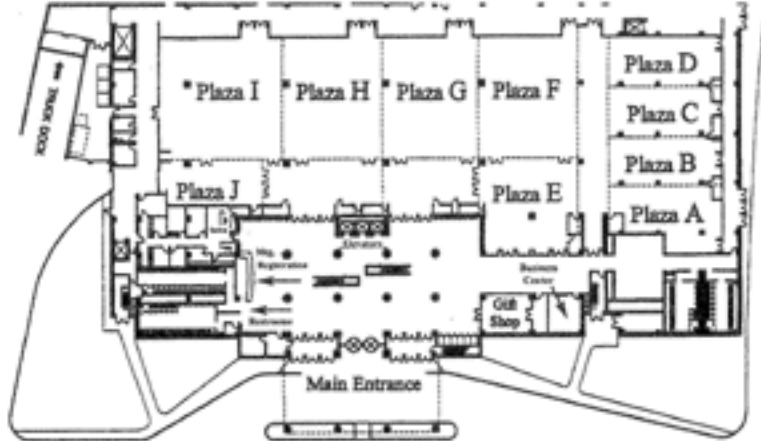
Taylor Anderson, Legislative Consultant
lobbyillinois@gmail.com



Jodie Brooks, Meeting Planner
jodie@toi.org



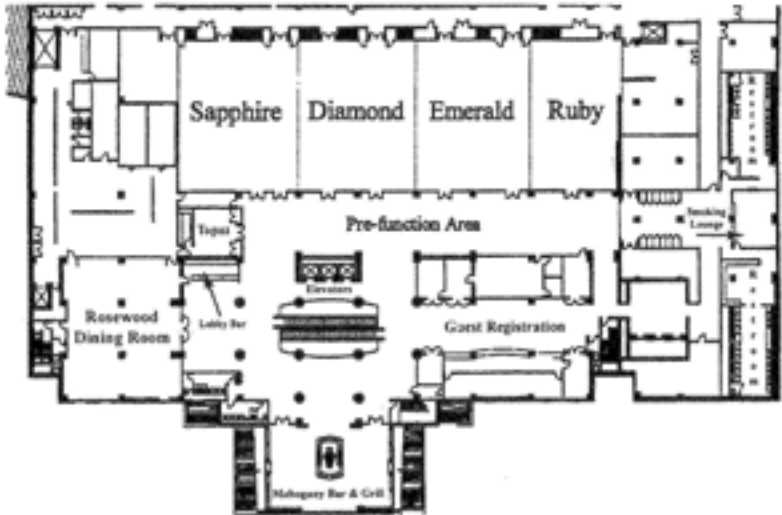
Diane Mathis, Exhibit Hall Coordinator
diane@toi.org



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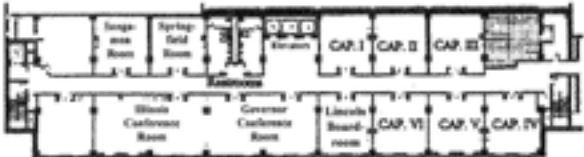
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