



# 2014 Professional Development Course V

## Stop the Insanity Now!

*How to Gain Control of your Board Meetings and Get Everyone to Play Nice*

The **TOI Education Program** is pleased to announce the fifth Professional Development Course in 2014 for township officials and staff. The program is scheduled **Friday, Oct. 10, 2014** at the **TOI Office in Springfield**. Registration deadline is Friday, Oct. 3 and is limited to 25 attendees. Cost is \$50 and includes lunch. The seminar is scheduled from 10am – 3pm to accommodate travel time. Six hours of education credit will be given for workshop completion. **Deadline to register is Friday, Oct. 3.**

*Keri-Lyn Krafthefer and the team from Ancel Glink review what you need to know to streamline your meetings, get business done efficiently and legally, and review the powers and duties of all township officials so that we can all get along!*

Name: \_\_\_\_\_

Township Position: \_\_\_\_\_

County/Township: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone/E-Mail: \_\_\_\_\_

Payment method: Check or Credit Card (Visa / MasterCard only)

Card Number: \_\_\_\_\_ Exp: \_\_\_\_\_

Signature: \_\_\_\_\_

**Fax to the TOI office at 217.744.7419 or  
mail to TOI, 3217 Northfield Dr., Springfield, IL 62702**