

DAILY SCHEDULE

Neighbors Serving Neighbors

SUNDAY, NOVEMBER 13

2:00 – 6:00 p.m.

REGISTRATION

First Floor Lobby

Registration for the 109th Annual Educational Conference will take place on the first floor lobby of the Crowne Plaza Hotel. See the Advance Registration form for registration fee information, or visit www.toi.org to register online. Register by October 28th so your Conference packet is ready for you at the Registration Desk in order to speed up your check-in process.

Download the Conference app to your smart phone or portable device at iTunes or the Play Store prior to the Conference, or stop by the app help kiosk inside the Exhibit Hall for assistance. If you downloaded the app last year, click on the app logo and updates will automatically be uploaded to your device.

3:00 – 6:30 p.m.

EXHIBIT HALL

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 light snacks will be provided.

Following the exhibition we encourage you to enjoy dinner with your fellow township officials and utilize this opportunity to network with your peers. Springfield has many fine dining establishments. The Springfield Area Convention and Visitors Bureau will have a representative in the Exhibit Hall and will be happy to provide you with restaurant information and directions.

3:00 – 6:30 p.m.

SILENT AUCTION

Exhibit Hall – Plazas E-J

Silent Auction items will be on display near the TOI Booth (booths 26–29). Complete a Silent Auction bid form at the Registration Desk (hotel lobby) and bid during Exhibit Hall hours on Sunday and Monday as well as during the Monday night activity. Bid winners will be posted on Tuesday morning at the Registration Desk.

MONDAY, NOVEMBER 14

7:30 a.m. – 4:00 p.m.

REGISTRATION

First Floor Lobby

If you are not able to check-in on Sunday afternoon, please do so early on Monday morning in order to enjoy coffee and rolls provided by the Township Officials of Cook County in the Exhibit Hall while visiting with the many vendors. Be certain to check-in before 9:30 a.m. in order to enjoy the patriotic music provided by the Springfield Municipal Band prior to the start of the Opening Session at 10:00 a.m.

7:30 a.m. – 1:00 p.m.

EXHIBIT HALL

Plazas E-J

Vendors that provide products and services to townships will be available from 7:30 to 9:45 a.m. (closed for the Opening Session) and 11:30 a.m. to 1:00 p.m. **Please note the Exhibit Hall is not open on Tuesday.**

Coffee and rolls sponsored by the Township Officials of Cook County will be provided from 7:30–9:00 a.m. We encourage all Conference attendees to

7:30 a.m. – 10:00 p.m.



MARY JO IMPERATO
PRESIDENT, SOCIAL WORKERS DIVISION

8:30 – 10:00 a.m.



JOHN M. NELSON
PRESIDENT, ATTORNEYS DIVISION

9:00 a.m. – Noon

9:30 a.m.

9:30 a.m.

participate in the Opening Session. The Exhibit Hall will close at 9:45 and reopen at 11:30 a.m.

SILENT AUCTION

Silent Auction items will be located near the TOI Booth (booths 26–29) in the Exhibit Hall from 7:30 a.m. to 1:00 p.m. and in the Diamond Ballroom during the Monday Fun Night from 8:00 to 10:00 p.m. Bidding for all Silent Auction items may take place during these times. Bidding will end at 10:00 p.m. Bid winners will be 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.

SOCIAL WORKERS DIVISION

- I. Call to Order
- II. Election of Officers
- III. Treasurers Report
- IV. Old Business
- V. New Business
 - a. Division Name Change
 - b. Adoption of By Laws
 - c. Educational Workshops
 - d. Committees
- VI. Other Business
- VII. Adjournment

ATTORNEYS DIVISION BOARD MEETING

Lincoln Board Room – third floor

CASH PRIZE DRAWING

Exhibit Hall

A drawing for \$100 will be held at the TOI Booth at 9:30 a.m. prior to the closing of exhibit hall for the Opening Session. Be certain to visit the TOI Booth (26–29) to get your name in the drawing. **Must be present to win!**

OPENING SESSION DOORS OPEN

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.

10:00 – 11:30 a.m.



KAREN REESE
TOI PRESIDENT





KATY DOLAN BAUMER
CONFERENCE COMMITTEE CHAIR




CHRIS EGELSTON
KEYNOTE SPEAKER

11:30 a.m. – 3:30 p.m.

Barrel Aged Abe's Ale
2016 LIMITED EDITION



WINNER OF THE
2016 GOOD FOOD AWARD!

This maple syrup brown ale is aged in high end bourbon barrels for over six months. The barrel immersion imparts a vanilla aroma and smoothness to the roasted coffee flavor. Notes of molasses, toasted malt and caramel balance with a light hop finish. Enjoy this hand crafted brew in a goblet style glass for the best flavor experience.

FARM BASED SMALL BATCH BREW

RMBREWERY.COM
SPRINGFIELD, IL

OPENING SESSION featuring Chris Egelston

Diamond Ballroom (second floor)

Call to Order

Karen Reese, TOI President

Newell Township Assessor

Presentation of Township Flags

Karen Reese, TOI President

Presentation of Colors

Pledge of Allegiance

Karen Reese, TOI President

Invocation

Rev. Percy L. Johnson, TOI Official Chaplain

Waukegan Township Trustee/TOI Director

Welcome

Response

Katy Dolan Baumer, TOI Conference Committee Chair

Hanover Township Clerk/TOI Director

Remarks

Legislative/TOIPAC Report

Tim Bramlet, TOI Legislative Consultant

Report – State of the Association

Bryan E. Smith, TOI Executive Director

Keynote Speaker

“Goal-Setting to Goal-Getting ... The Magic of Success!”

Featuring Chris Egelston

Chris will reveal a practical, proven and profitable 5-step system for setting, and more importantly, getting your personal, professional and business or organizational goals. During this engaging and interactive presentation, you will be laughing and learning at the same time. And you are guaranteed to receive real take-away value.

Chris is a multi-faceted speaker, trainer, consultant, and entertainer. More simply, he is an Info-tainer. He has the ability to deliver powerful content in an engaging, interactive, effective and fun way!

Chris is from Carterville, Illinois and first became interested in the art of magic. He began performing professionally in 1982 at the age of 15. Since then he has presented more than 5,000 successful presentations for banquets, conferences, conventions, and more.

Adjournment of Opening Session

SPOUSE PROGRAM LUNCHEON & TOURS

Depart from the Crowne Plaza Hotel First Floor Lobby

Ticket required – \$45

Participants depart the Crowne Plaza Hotel Lobby by shuttle at 11:30 am. and proceed to Rolling Meadows Brewery in Springfield for a light lunch and tour and tasting.

Following activities at Rolling Meadows Brewery participants will be transported to the Walnut Street Winery in Rochester for a tour and tasting. The shuttle bus will depart Walnut Street Winery at 3:00 to return to the Crowne Plaza Hotel.



SHANLE WINES
PRODUCED AND BOTTLED BY



Walnut Street Winery
309 SOUTH WALNUT STREET
ROCHESTER, ILLINOIS 62363
www.walnutstreetwinery.com
217.498.9800
“Bibamus, morandum est!”
Seneca the Elder



11:30 a.m. – 1:00 p.m.

EXHIBIT HALL & LUNCH

Plazas E-J

The Exhibit Hall will reopen following the Opening Session and a complimentary lunch will be provided to all paid delegates. **Although no ticket is required, your Conference badge is necessary for entrance to the Exhibit Hall.** 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. and is not available on Tuesday.**

1:00 p.m.

CASH PRIZE DRAWING

Exhibit Hall

A drawing for \$100 will be held in the Exhibit Hall at the TOI Booth at 1:00 p.m. at the closing of the exhibit hall, prior to the beginning of the afternoon educational sessions. Be certain to visit the TOI Booth (26–29) to get your name included the drawing. **Must be present to win!**

1:15 – 2:15 p.m.

EDUCATIONAL SESSIONS

Personal Persuasion Power- How to Present Yourself and Your Ideas

Featuring Chris Egelston

Sponsored by Township Officials of Illinois

DCFS 101 – Reporting Child Abuse and Neglect

Featuring Nora Harms-Pavelski

Sponsored by AITCOY

Through this workshop, attendees will gain a better understanding of who DCFS is, a basic knowledge of the agency, the guiding principles for the agency, laws and legislation, how to make a report of Child Abuse and Neglect, and how to navigate the Child Abuse and Neglect hotline system.

Hiring and Firing Practices in Township Government

Featuring John Redlingshafer, Attorney, Heyl, Royster, Voelker & Allen

Sponsored by the Highway Commissioners Division

The relationship between an employer and its employees has always been an essential part of building the “township team” that helps serve your constituents. This presentation will discuss various laws at issue, common problems and basic guidance on hiring and firing employees.

Township Finances: Getting it Right is Critical to Meeting Your Township’s Financial Goals

Featuring Robert Porter, Director of Special Projects, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Sponsored by the Trustees Division

This session is a must for those who might be considering becoming a supervisor or a trustee interested in understanding the process on how the township’s tax levy ordinance and budget and appropriation ordinance work. Getting it right is critical to meet the financial goals and objectives of the township. A misstep in the levy could lead to a disaster to the township. Participants will get a better understanding of the Truth-in-Taxation, Tax Cap and other hurdles to deal with in getting your financial house in order. The session will also be a great refresher for those who deal with the township financial process.

Government Consolidation: New Laws, Proposed Laws – Do Townships Need to Worry?

Featuring Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Sponsored by Township Officials of Illinois

2:30 – 3:30 p.m.

Survivors Guide: Everything You Need to Know

When a Loved One Dies

Featuring Susan Dillon, Director of Adult and Senior Services, Ela Township

Sponsored by ITASCSC

What do you do when someone you love passes? Who do you call? Where are all of the important documents? What would your loved one want?

All of these questions and more will be answered in this informative session. Easy guides and lists will be given out for your own personal use.

What You Need to Know to Prepare for the Upcoming Election

Featuring Jeff Jurgens, Attorney, Sorling Northrop

Sponsored by the Clerks Division

Mind and Body Skills for Reducing Stress

Featuring Bridget Rolens, Mind-Body Health Educator,

HSHS St. John's Hospital

Mind-Body Health Services

Sponsored by Township Officials of Illinois

Medical research indicates that stress can be a contributing factor to many diseases including cardiac disease, high blood pressure, obesity, anxiety and depression, and digestive disorders. This session will explore the anatomy of stress and offer participants experience in a variety of mind-body techniques for reducing stress.

EDUCATIONAL SESSIONS

Legislative RECAP with Tim Bramlet

Featuring Tim Bramlet, TOI Legislative Consultant

Sponsored by Township Officials of Illinois

TOI Legislative Consultant Tim Bramlet reviews recent legislation that has become law. Learn more about recent laws passed by the Illinois General Assembly that impact your township and road district.

What Happens After You Make the Call

Featuring Nora Harms-Pavelski

Sponsored by AITCOY

Participants will gain an understanding of the types of intakes received as a result of a DCFS hotline call, the definition of an investigation, the process after a report is taken for investigation, the rule and procedures that guide the investigative process and the outcome decisions and how they are made.

The POWER of TED (The Empowerment Dynamic)

Featuring Cheri Neal, Professional Life Coach, Candid Coaching and Conversations

Sponsored by Township Officials of Illinois

Increasing Your Township's Impact Via Program Development

Featuring Roger Larson, Administrator, Richwoods Township and Mike Phelan, Supervisor, Richwoods Township

Sponsored by the Trustees Division

This webinar will address the "nuts and bolts" of program development, through the lens of a Township Supervisor.

Top Tips to Keep Your Township Out of Court

Featuring Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Sponsored by the Trustees Division

3:45 – 4:45 p.m.

The Protector of Township Highway Commissioners From Liability

Featuring Jay Judge Team, Attorneys, Judge, Jameson, Hoban & Fischer, LLC
Sponsored by the Highway Commissioners Division

Prevailing Wage and How It Works In Illinois Townships

Featuring Andy Keyt, Heyl, Royster, Voelker & Allen
Sponsored by the Highway Commissioners Division

Every year, townships and road districts are involved in public works (from plumbing repairs to major construction). These works will likely trigger obligations under the Prevailing Wage Act. In addition to your annual ordinance on determining the prevailing wage in your area, do you know what else the Act requires? This presentation will give you a look into common concerns and pitfalls that a unit of government may face if it does not fulfill its obligations under the Act.

Mind and Body Skills for Reducing Stress

**Featuring Bridget Rolens, Mind-Body Health Educator,
HSHS St. John's Hospital
Mind-Body Health Services**

Sponsored by Township Officials of Illinois

Medical research indicates that stress can be a contributing factor to many diseases including cardiac disease, high blood pressure, obesity, anxiety and depression, and digestive disorders. This session will explore the anatomy of stress and offer participants experience in a variety of mind-body techniques for reducing stress.

TOIRMA Program/Coverages – Questions & Answers

Sponsored by TOIRMA

EDUCATIONAL SESSIONS

Ask An Attorney Panel

Featuring Members of the Attorneys Division
Sponsored by The Attorneys Division

When the Investigation is Finished

Featuring Nora Harms-Pavelski
Sponsored by AITCOY

Participants will gain a better understanding of the outcomes of an investigation, services provided by DCFS, case studies, and the “red flags” associated with abuse and neglect. Q&A will be provided in each workshop.

General Parliamentary Procedure in Township Government

Featuring Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer
Sponsored by the Supervisors Division

Increasing Your Township's Impact Via Program Development

**Featuring Roger Larson, Administrator, Richwoods Township and Mike Phelan,
Supervisor, Richwoods Township**
Sponsored by the Trustees Division

This webinar will address the “nuts and bolts” of program development, through the lens of a Township Supervisor.

The Protector of Township Highway Commissioners from Liability

Featuring Jay Judge Team, Attorneys, Judge, Jameson, Hoban & Fischer, LLC
Sponsored by the Highway Commissioners Division

Citizens Arrest Program

Featuring Bob Russell, Russell, English, Scoma & Beneke, P.C.
Sponsored by the Attorneys Division

Tired of their complaints and grievances not being addressed, concerned citizens are turning to arresting their local public officials to get their attention. This presentation will discuss the phenomenon of "Citizen's Arrest," and hopefully provide guidance as to how to avoid it!

Paint and Sip

Featuring Tracey Colagrossi, Director, Senior Services, Hanover Township
Sponsored by ITASCSC

Paint and Sip your afternoon away with ITASCSC, Senior Division! Mocktails (virgin versions of fancy drinks) will be included with your choice of a Modge Podge Collage or Paint-A-Long Acrylic Painting. Tracey Colagrossi will take you through the step by step process of completing your very own art project you can take with you. The benefit if this class is the opportunity to reduce stress and socialize. Paint and Sip class is a great way to engage a younger audience to your township program. We hope you will join us and have fun!

Township Record Keeping

Featuring Gregory Moredock, Attorney, Sorling Northrop
Sponsored by the Clerks Division

Terrorism in the Midwest

**Featuring SA Adam Topping, FBI Springfield Division, Peoria RA Squad 8,
International Terrorism**
Sponsored by Township Officials of Illinois

Ameren Illinois Energy Efficiency Program and Incentives

Featuring John Beintema, Ameren
Sponsored by the Township Highway Commissioners of Illinois

Assessors Training Education Session

CASH PRIZE DRAWING

Ballroom Pre-function area – Second floor

A drawing for \$200 will be held outside the Diamond Ballroom at 5:00 p.m. at the end of educational sessions. Be certain to visit the TOI Booth (26–29) to get your name included the drawing. **Must be present to win!**

5:00 p.m.

5:00 – 7:00 p.m.



JOHN PARQUETTE
AITCOY PRESIDENT

8:00 – 11:00 p.m.



8:00 – 10:00 p.m.

AITCOY Annual Business Meeting

- I. Call to Order
 - A. Roll Call
 - B. Approval of minutes of Business Meeting held on August 23, 2016
 - C. Additions to the agenda
- II. Officers Reports
 - A. President
 - B. Vice President
 - C. Treasurer
 - D. Secretary
 - E. Member At Large
- III. Committee Chairperson Reports:
 - A. Membership
 - B. Program
 - C. Awards
 - D. Audit
 - E. CEUs
 - F. Website
 - G. Perspectives
 - H. Creative Marketing
 - I. Summer Olympics
 - J. Youth Summit
- IV. Unfinished Business
- V. New Business:
 - A. Election of 2017 Officers
 - B. FY 17 Budget
 - C. Planning for 2017
 - D. Quarterly E-Blast
- VI. Agency Announcements
- VII. Adjournment

MONDAY FUN NIGHT

Diamond Ballroom

Sponsored by TOIRMA

After joining your friends and fellow township officials for dinner, return to the Crowne Plaza to enjoy an evening of music and dancing. A DJ will provide music from 8:00 to 9:00 p.m. and dueling pianos performed by Fun Pianos! by 176 Keys will take place from 9:00 to 11:00 p.m.

A Bean Bag Tournament will also take place during the evening. The evening is sure to be loads of fun and a great time to network with colleagues.

Complimentary beer, wine and soda will be provided by our friends from TOIRMA.

Silent Auction

Diamond Ballroom

Silent Auction items will be available for a last chance to bid in the Diamond Ballroom from 8:00 to 10:00 p.m. Bidding for all Silent Auction items will cease at 10:00 p.m. Bid winners will be 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.

TUESDAY, NOVEMBER 15, 2016

7:45 a.m. – 4:00 p.m.

REGISTRATION

First Floor Lobby

8:00 – 9:30 a.m.

AWARDS BREAKFAST

Diamond Ballroom – second floor

Ticket Required – \$20

Join your fellow TOI officials and enjoy breakfast during which Voluntary Education awards will be presented, as well as Division awards, and winners of the 20th Annual TOI Mighty Message Contest.

8:30 – 9:30 a.m.

EDUCATIONAL SESSIONS

Township Finances: Getting it Right is Critical to Meeting Your Township's Financial Goals

Featuring Robert Porter, Director of Special Projects, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Sponsored by the Supervisors Division

This session is a must for those who might be considering becoming a supervisor or a trustee interested in understanding the process on how the township's tax levy ordinance and budget and appropriation ordinance work. Getting it right is critical to meet the financial goals and objectives of the township. A misstep in the levy could lead to a disaster to the township. Participants will get a better understanding of the Truth-in-Taxation, Tax Cap and other hurdles to deal with in getting your financial house in order. The session will also be a great refresher for those who deal with the township financial process.

Communicating Your Election Message

Featuring Jill Bremer, The Edge Executive Coaching and Training

Sponsored by Township Officials of Illinois

In election season, it's important that people know who you are and what you've done! Do you tell your "story" well—or do you struggle with what to say and how to say it? This workshop will teach you how to create a compelling message and deliver it effectively—verbally, vocally, and visually.

9:45 – 10:45 a.m.

EDUCATIONAL SESSIONS

A Briefing on the 2017 Illinois Election Process

Featuring Jayme Sims, Election Specialist, Illinois State Board of Elections

Sponsored by Township Officials of Illinois

The State Board of Elections will be providing a Power Point Presentation "Preparing for the 2017 Election Cycle". Each participant will receive a copy of this presentation that will cover election terms, nomination by caucus or primary, petition filing procedures and requirements, ballot certification and important dates to remember.

Township Day 2016

Featuring Susan Dillon, Director of Adult and Senior Services, Ela Township

Sponsored by ITASCSC

Get the word out across Illinois to let everyone know what Townships do! It has never been more important to let your constituents know who you are and how you can help. What did your Township do on September 21, 2016? Did you host a Township Day celebration? Join this session to see the celebrations that happened across Illinois to commemorate this day. Along with finding out what others did, participants will learn how to host their own Township day next year.

How a Bill Becomes a Law:

A Presentation On What It All Means To TOI

**Featuring Dr. Kent Redfield, Professor Emeritus,
University of Illinois at Springfield**

Sponsored by the Clerks Division

The purpose of this session is to present an overview of the mechanics and the politics of the legislative process as practiced by the Illinois General Assembly and Illinois Governors. Participants will learn the board parameters contained in the Illinois State Constitution (as interpreted by the Illinois Supreme Court) and the specific procedures set out in the House and Senate Rules. Participants will also learn how the process has been structured to provide strategic advantages to the legislative leaders and the partisan majority in each chamber. These advantages can play an important role how conflicts between the legislature and the governor, between the House and the Senate, between the partisan caucuses, between members and legislative leaders, and between competing interest groups are resolved.

Township Finances: Getting it Right is Critical to Meeting Your Township's Financial Goals

**Featuring Robert Porter, Director of Special Projects, Ancel, Glink, Diamond,
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Social Security- Understanding the Application Process and Verifying Benefit Information

Featuring Jack Myers

Sponsored by The Supervisors Division

This session will describe the disability application process including clarification of the differences between Social Security and Supplemental Security Income (SSI) disability. We will also explore ways to verify important information such as monthly Social Security or SSI benefit amount, and status as a disabled person on Social Security records.

Characteristics of a WELL BUILT ROAD

**Featuring Kevin Burke, Executive Director, Illinois Asphalt Pavement
Association**

Sponsored by the Highway Commissioners Division

This session will discuss basic road design, construction, and maintenance. Participants will learn about the importance of drainage and subgrade support, different pavement design options, proper construction, and maintenance options.

Communicating Your Election Message

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Township Records Maintenance: Are You Doing It Correctly?

Featuring Robert Boots, Chief Deputy Director, Illinois State Archives, Office of Illinois Secretary of State

Sponsored by the Clerks Division

This course is an overview of the records management processes as defined within the context of the Illinois Local Records Act (50 ILCS 205) and 44 ILL Admin Code 4000 for down-state municipalities, and Illinois Local Records Act (50 ILCS 205/60) and 44 ILL Admin Code 4500 for Cook County municipalities. The emphasis is on establishing and stabilizing records management processes.

Social Security Disability: Change and Confusion

Featuring Jeffrey Rabin, Attorney, Rabin, Kodner & Brown, Ltd.

Sponsored by The Social Workers Division

During this “non-legal” presentation he explains the different Social Security disability law and programs, reviews how Social Security analyzes claims and how to prepare so that the strongest case possible is made to the Social Security Administration. Mr. Rabin explains the application process and how months can be shaved from the processing time. Practical hints are provided in how to deal with the bureaucracy, how to communicate with treating physicians, and how to minimize the chance of delays and lost files. Finally, the rules regarding how to return to work while on SSDI and SSI are outlined so that people receiving benefits will have accurate information when making the step back into the work force.

This discussion will de-mystify the application and appeals process, and provide people with disabilities the information they need to protect and assert their rights under the Social Security Act. This is intended to be an open discussion between Mr. Rabin and the audience. Questions are encouraged and materials will be provided which will outline the subject matter and provide room for notes.

Noon – 3:00 p.m.



SUSAN DILLON
PRESIDENT, ITASCSC DIVISION

Enbridge: Update on the Pipeline in Illinois

Featuring Cheryl Harvey, Senior Advisor Public and Government Affairs, Enbridge Energy

Sponsored by the Highway Commissioners Division

Discover how Enbridge Energy, the industry leader in the safe transit and storage of energy in North America, is part of your life in ways you may not have known. Operating more than 50,000 miles of energy pipelines across North America, Enbridge transports liquid petroleum, (via 17,000 miles of pipeline), which is refined into products we all use every day. Find out how the Enbridge systems work; how Enbridge operates in your communities; and the economic impact that Enbridge has made in the state of Illinois.

You will also learn about the extensive, multi-layered program of preventative measures that Enbridge uses to ensure the safest, most reliable operations of its pipelines and related facilities.

Right of Way: Common Problems on What is Required

Featuring Andy Keyt, Heyl, Royster, Voelker & Allen

Sponsored by the Highway Commissioners Division

An increasing number of townships and road districts are being presented with concerns from neighboring property owners about whom or what “owns” the right-of-way. This presentation will give an overview of the various ways rights-of-way are created or altered, common problems in right-of-way disputes, and a brief discussion on how to potentially avoid future encroachments or problems.

ITASCSC Annual Business Meeting

- I. Call to Order
- II. Introductions
- III. Approval of Minutes
- IV. Financial Report
- V. Election of Officials
- VI. Approval of New Schedule of Meeting Dates/Conference Call Dates
- VII. Committee Reports and Approval of Committees for Next Year
 - a. Educational – *Jodi Gallagher, Susan Dillon, Tracey Colagrossi*
 - b. Nominating – *Desiree Scully-Simpkins and Tracey Colagrossi*
 - c. Awards – *Sally Fuhmann, Sue Dillon, Monika Jaroszewicz*
 - d. Legislative – *Desiree Scully-Simpkins and Mary Swanson*
 - e. Membership – *Mary Swanson, Desiree Scully-Simpkins and Susan Dillon*
- VIII. Perspective Assignments and Responsibilities
 - a. January: TOI Awards done by Publicity Chair
 - b. February:
 - c. March:
 - d. April:
 - e. May:
 - f. June/July:
 - g. August:
 - h. September:
 - i. October:
 - j. November:
 - k. December:
- IX. Membership
- X. New Business
- XI. Adjournment

****Please bring information and brochures/newsletters to share****

Noon – 2:45 p.m.



CHRIS FILBERT
PRESIDENT, HIGHWAY
COMMISSIONERS DIVISION



DEANNA WILKINS
PRESIDENT, ASSESSORS DIVISION



KAREN MEGAN
PRESIDENT, TAX COLLECTORS
DIVISION

DIVISION MEETINGS/LUNCH – boxed lunches will be served

All officials should make a special effort to attend their Division meeting and educational session.

HIGHWAY COMMISSIONERS DIVISION

- I. CALL TO ORDER
Chris Filbert, President
- II. PLEDGE & MOMENT OF SILENCE
Charlie Montgomery
- III. ROLL CALL & MINUTES
Greg Menold
- IV. TREASURER'S REPORT
Don Goad
- V. OLD BUSINESS
- VI. NEW BUSINESS
- VII. ADJOURNMENT
- VIII. BUSINESS MEETING FOLLOWED BY EDUCATIONAL PROGRAM:
Senator Neil Anderson, 36th District
"Safety First" with Ted the Safety Man and Jim Donelan, TOIRMA

ILLINOIS ASSESSORS ASSOCIATION

- Call to Order – *Deanna Wilkins*
Pledge of Allegiance – *Sandy Shaw*
Invocation – *Deanna Wilkins*
Invited Guest:
Dominic Cirone and Christine Cook, Cirone Computer Consulting, Inc.
Mike Weeks, Vanguard Appraisals, Inc.
Jo Ellen Mahr, Division Manager, Illinois Department of Revenue
President's Report – *Deanna Wilkins*
Secretary's Report – *Grace Vetter*
Treasurer's Report – *Deb Lane*
Committee Report –
Legislation – *Laura Ross*
Public Relations – *Deb Lane*
TOI Conference – *Anjie Lord*
Audit Committee – *John Dabrowski*
Nominating – *Chris Kain*
Election of Officers
Old Business:
New Business:
Program - TBA
Speaker – TBA
Open Forum/ Door Prizes
Adjourn

TAX COLLECTORS DIVISION

- I. Call to Order and Welcome
Karen Megan, President
- II. Pledge of Allegiance
- III. Minutes of 2015 Meeting
- IV. Financial Report
- V. Old Business – Discussion
- VI. New Business – Discussion
- VII. Set Time for 2017 Meeting
- VIII. Adjournment



KATY DOLAN BAUMER
PRESIDENT, CLERKS DIVISION

TOWNSHIP CLERKS DIVISION

- I. Call to Order & Welcome
Katy Dolan Baumer, President
- II. Invocation
Marilyn Hendrick, Director
- III. Pledge of Allegiance
Linda Kroenlein, Director
- IV. Roll Call & Introduction of Board Members
Lisa Hodge, Secretary
- V. Secretary's Report – Approval of Minutes from Annual Division Meeting –
Lisa Hodge, Secretary
- VI. Treasurer's Report – Review and Approval of Final Report 2016
Sheryl Crowley, Treasurer
- VII. TOI Association Report
*Bryan Smith, TOI Executive Director or
Jerry Crabtree, TOI Associate Director and Education Coordinator*
- VIII. Division Report and Special Recognitions
Katy Dolan Baumer, President
- IX. Program: Post Election Duties – “I'm Elected – Now What?”
Panel Discussion and Q & A
- X. Committee Reports
 - a. Legislative – *Craig Paulek, Chairman*
 - b. Education – *Chuck Levy, Chairman*
 - c. Audit & Finance – *Sheryl Crowley, Treasurer*
 - d. Public Relations – *Sherry Tite, Chairman*
 - e. William Z. Ahrends Award – *Chuck Levy, Chairman*
 - f. Special Committees
 - i. Membership – *Delores Schelm, Clerk*
 - ii. “101 Reasons it is Great to be a Clerk”
– *Beth Ann May, Immediate Past President*
 - iii. Township Clerk Certification Program
– *Beth Ann May, Immediate Past President*
- XI. New Business
 - a. Bylaws – *Linda Kroenlein, Chairman*
 - b. Nominating Committee (Report and Elections)
– *Beth Ann May, Immediate Past President*
- XII. Old Business
- XIII. Door Prizes and “the Pig” Drawing
- XIV. Adjournment



MICHAEL YOUNG
PRESIDENT, SUPERVISORS DIVISION

TOWNSHIP SUPERVISORS DIVISION

- I. Registration
- II. Call to Order – *President, Michael Young*
- III. Pledge of Allegiance – *Vice-President, Susan Curtiss*
- IV. Roll Call & Correspondence – *Secretary, Chris Johnson*
- V. Reading and Approval of Minutes – *Secretary, Chris Johnson*
- VI. Treasurer's Report & Approval – *Treasurer, Tina Davis*
- VII. President's Report – *President, Michael Young*
- VIII. Committee Reports:
 - A. Executive Committee – *President, Michael Young*
 - B. Legislative Committee – *Chair, Mickey Goral*
 - C. Nominating Committee – *2nd Vice President, Patrick Murphy*
 - D. Membership Committee – *Sherrill Knorr*
 - E. Program Committee – *Annette Miller*
 - F. GATI/Education Committee – *Beth Pechous*
- IX. Unfinished Business
- X. New Business
- XI. Closing Remarks
- XII. Door Prizes
- XIII. Adjournment



MARY HAMILTON
PRESIDENT, TRUSTEES DIVISION

3:00 – 4:00 p.m.

6:00 – 7:00 p.m.

7:00 – 9:30 p.m.



Laurie Guest
MOTIVATIONAL SPEAKER

TRUSTEES DIVISION

Registration
Call to Order and Welcome – *Mary Hamilton – Aetna Township, Logan County*
Pledge of Allegiance – *Richard Phillips – Normal Township, McLean County*
Invocation – *Rev. Percy L. Johnson, Waukegan Township Trustee*
Business Meeting
President’s Report
Approval of Minutes of November 10 ,2015 Meeting
Treasurer’s Report
Election of Officers and Directors
Program: “Empowering Trustees” – *Jim Kelly, Attorney*
Door Prizes
Adjourn

CLOSING SESSION AND BUSINESS MEETING

Call to Order
Karen Reese, TOI President
Newell Township Assessor
Invocation
Rev. Percy L. Johnson, TOI Official Chaplain
Waukegan Township Trustee
Pledge of Allegiance
Karen Reese, TOI President
Introduction of Division Presidents and Division Meeting Reports
Association Report
Bryan E. Smith, TOI Executive Director
Bylaws Committee Report
Darrell Maxheimer, Chair
Rochester Township Highway Commissioner
Nominating Committee Report
Jeffery Wallace, Chair, Joliet Township Trustee/TOI Immed.Past Pres.
Election of Officers and Directors
All members must show 2016 – 2017 Paid Dues Card to vote
Presentation of New Officers and Directors
Swearing In of New Officers and Directors
Adjournment of 2016 Conference

RECEPTION (Cash Bar)

Ballroom Pre-function Area – second floor

ANNUAL BANQUET

Diamond Ballroom – second floor

Ticket Required – \$45

Laurie Guest, CSP is a highly sought after speaker who meeting planners call upon event after event to deliver top notch content with a good dose of motivational laughter. She is well known for her imaginative ideas and entertaining style. This Chicago area native motivates and invigorates audiences in the Midwest and beyond with lively, empowering messages.

Laurie is a member of the National Speakers Association and is a Certified Speaking Professional. She speaks to thousands of people and consistently receives stellar ratings. Her ability to blend real-life examples with proven action steps leads to encore appearances for over 75% of her audiences. She frequently speaks to associations, medical practices, hospitals, municipal groups, banks and education professionals.

Twenty four years of experience in the healthcare industry and years as a business owner, give Laurie unique insights into the challenges facing businesses and the impact of an apathetic staff. She expounds on the lessons she’s learned along the way to help others in their professional and personal lives, overcoming obstacles and increasing positive outlooks and productivity.

Conference Exhibit Hall Participants

- AITCOY
 - *Allied Benefit Systems, Inc.
 - Ameren Illinois
 - Biospan Technologies
 - *Clarke
 - *Enbridge
 - *FORCE America, Inc.
 - Greenfield Contractors LLC
 - IDOT Technology Transfer Center
 - ITASCSC, Illinois Township Association of Senior Citizen Services Committees
 - Illinois Municipal Retirement Fund
 - Illinois Township Trustees Association
 - Local Government Health Plan
 - Martin Equipment of Illinois, Inc.
 - Midwest Truckers
 - *Stonehugger Cemetery Restoration
 - *TOIRMA
 - Township Highway Commissioners of Illinois
 - Township Officials of Illinois
 - Township Officials of Illinois Clerks Division
 - *Visual PAMSPRO
 - Waukegan Township
 - *Woody's Municipal Supply Co.
 - Wm. Nobbe Co.
- *Associate Company Members



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