



from your Associate Director

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VIRTUAL PROGRAM YEAR 2021 BOOT CAMP NEW TERM, NEW PROGRAMS, NEW OPPORTUNITIES



AFTER A FEW MONTHS of planning meetings, numerous scheduled drafts, and speaker confirmations the Association has completed the list of programs scheduled for this year. Due to the pandemic, we are a few months late in confirming the schedule, but we have finalized the calendar and are pleased to provide several opportunities to everyone.

Because of the pandemic, we have made no plans to meet in person this year except for the Professional Development Day Programs (20 max) until further notice. The decision to have the Fall, 2021 conference in November is still being considered. We are scheduled to meet with the Crowne Plaza hotel in May 2021 to discuss what options we have before us considering the guidelines provided by the Illinois Department of Public Health. The Conference Committee and the TOI Board of Directors understand the desire to get back to normal. However, we also want everyone to be safe and not promote events that may negatively impact the progress that has been made thus far in response to the pandemic. Please watch the TOI website (www.toi.org) for updates as they become available.

This year, one thing the Pandemic response has show us is that we are able to adapt and participate in programs virtually. Although it is not the preferred method of attending a program, it is an option that has proven to be both beneficial and effective. As we have stated, nothing replaces in person meetings, but continuing to offer programs virtually provides involvement and a continuation of services beneficial to your role as an

elected official.

As we have an election this month, we look forward to offering programs for new and returning township officials. I encourage you to discuss the opportunities provided below with your township board and register early to attend some of the outstanding events planned for you this year, registration for all events is open and available on our website and in this magazine. Your association has one goal in mind and that is to provide you with the resources you need to perform your duties as an efficient and effective township official.

Below is a summary of the type of programs available. We may add some as the year progresses. If you have new ideas or program recommendations, please send them to me at jerry@toi.org.

PROFESSIONAL DEVELOPMENT DAY PROGRAM

This is the third year for the *Professional Development Program*. The objective is to take a subject that needs more than an hour of discussion or application. An issue that benefits more from a half day program to achieve intended goals and objectives of the subject matter. We have some great topics planned for this year and may add new programs if they become available. These events are scheduled to be in person with class size limited to 20 participants. Social distancing and masks are required.

LUNCH AND LEARN PROGRAM

The *Lunch and Learn WEBINAR program* is proven to be an effective time saving way to learn and even

re learn many topics related to your role as an elected TOWNSHIP Official. These webinar programs are held over the lunch hour and are limited to 60 minutes. We have several great topics scheduled for this year. We will continue to add them as they become available. The great thing about the WEBINAR program is that if you are unable to view them *live* on the scheduled day you have a second option to view them anytime from our library *on demand* section of the website. The only difference in *on demand* is that there is no segment for questions and answers. The complete listing of scheduled WEBINARS is this edition of *Perspective*. Please note that there is a \$15 fee to watch any videos from the on-demand library.

NEWLY ELECTED OFFICIAL TRAINING

As we begin a new term after this April 2021 election, the association is excited to welcome many newly elected officials into township government. We also extend that welcome to those returning to their position or even taking on a new one. We aim to devote the agenda outline to what we refer to as “the basics” in this first year of a new township term. Therefore, this year on August 12 and again on August 26 we have

scheduled a VIRTUAL Newly Elected Official Program. Details on the agenda and programs will be updated on the Association’s website. Please visit www.toi.org for additional details as we continue to finalize the agenda and speakers.

The Association waits until August in an election year to hold the event to provide ample time for county clerks to provide us with the updated mailing addresses of all newly elected officials. This year, we are providing many new programs and publications to be part of the Newly Elected Official Training. Watch future editions of *Perspective* for updates and available information. We encourage all new and returning officials to join us for this August event. Although VIRTUAL it will be an excellent opportunity to review or learn new ways to maintain efficient effective practices in your township.

As we enter this new term in May, it is my goal for all of our members to have the programs and services to perform your duties as an elected township official effectively. If you have any questions, please do not hesitate to contact me.



MISSED A LIVE WEBINAR?

*No Worries, Check Out Our
Self-Paced Webinar Library!*

We currently have over 35
previously-run webinars available
for viewing for just \$25.

<https://tgen.toi.org/index.cfm?pg=semwebCatalog&panel=browse&ft=SWOD>

TOI 2021 Education Program Calendar of Events

April		
4/9/21	Lunch & Learn COVID Vaccine and Township Employees: Can it be Mandated?	Brian Smith, Heyl Royster
4/15/21	Lunch & Learn Before You Leave Office: a Checklist	Keri-Lyn Krafthefer, Ancel Glink
4/27/21	Lunch & Learn FOIA and Township Government	Chuck Davis, Brown, Hay, & Stephens Attorney's Division
May		
5/19/21	Professional Development 2 Understanding Quickbooks 101	Katie Redman, CPA
5/26/21	Lunch & Learn You're Elected! Now What to Do	Greg Moredock, Sorling Northrup
5/27/21	Lunch & Learn COVID-19 And Getting Back to Normal in Township Government	Chuck Davis, Brown, Hay, & Stephens
June		
6/17/21	Lunch & Learn Transparency 101: A Deeper Dive into OMA/FOIA	Andrew Keyt, Heyl Royster
6/24/21	Lunch & Learn Running a Township Meeting and Parliamentary Procedure	Jim Donelan, TOIRMA
July		
7/14/21	Professional Development 3 Understanding Quickbooks 102	Katie Redman, CPA
7/15/21	Lunch & Learn Nuts & Bolts of Township Clerks Duties 101	Clerks Division
7/21/21	Lunch & Learn Duties of 2021 Elected officials	Chuck Davis, Brown, Hay, & Stephens Attorney's Division
7/22/21	Lunch & Learn Highway Commissioner Duties and Responsibilities	Jim Donelan, TOIRMA
August		
8/10/21	Lunch & Learn The Midwest Trucker Drug Program (An Overview)	Matt Wells, Midwest Truckers
8/12/21	Newly Elected Officials Training	TOI (Virtual)
8/19/21	Lunch & Learn Road District Issues	John Redlingshafer, Mescher, Rinehart & Redlingshafer, P.C.
8/26/21	Newly Elected Officials Training	TOI (Virtual)
September		
9/15/21	Professional Development 4 Policies and Procedures for Townships in 2021 and Beyond	John Redlingshafer, Mescher, Rinehart & Redlingshafer, P.C.
9/16/21	Lunch & Learn Nuts & Bolts of Township Clerks Duties 102	Clerks Division
October		
10/21/21	Lunch & Learn Implementing Employee Safety in Your Township	TOIRMA
November		
11/10/21	Lunch & Learn CDL License in Township Government	Kevin Duesthaus
December		
12/16/21	Lunch & Learn Sign Safety in Township Government	TOIRMA