

TOWNSHIP GOVERNMENT

neighbors



serving neighbors

2016

**109th Annual Educational
Conference**
of the
Township Officials of Illinois

*November 13-15, 2016
Crowne Plaza Hotel
Springfield, Illinois*

YOUR OFFICERS AND DIRECTORS WELCOME YOU TO OUR 109TH ANNUAL EDUCATIONAL CONFERENCE

President



Karen Reese

Assessor

Newell Township/Vermilion County

- 1st Vice President..... Robert J. Miller, Highway Commissioner
Algonquin Township, McHenry County
- 3rd Vice President Danny Hanning, Highway Commissioner
Huntsville Township, Schuyler County
- Secretary..... Susan Curtiss, Supervisor
Esmen Township, Livingston County
- Treasurer Judy Herrman, Clerk
Spring Lake Township, Tazewell County
- Immediate Past President Jeff Wallace, Trustee
Joliet Township, Will County
- Executive Director..... Bryan E. Smith



IN MEMORIAM

PATRICK MURPHY

1949-2016

SUPERVISOR, BELVIDERE TOWNSHIP/BOONE COUNTY

MEMBER OF THE TOI SUPERVISORS DIVISION BOARD

TOI BOARD MEMBER SINCE 2014

BOARD OF DIRECTORS

Katy Dolan Baumer

Clerk

Hanover Township, Cook County

M. Carroll Carroll

Tax Collector

Brimfield Township, Peoria County

John Dabrowski

Assessor

Bloomington Township, DuPage County

William Donnan

Clerk

Ela Township, Lake County

Christine Filbert

Highway Commissioner

Cordova Township, Rock Island County

Mike Foley

Trustee

Venice Township, Madison County

Mickey Goral

Supervisor

Rockford Township, Winnebago County

Mary Hamilton

Trustee

Aetna Township, Logan County

Leslie Hild

Highway Commissioner

Mt. Pulaski Township, Logan County

Lisa Hodge

Clerk

Blackberry Township, Kane County

Percy Johnson

Trustee

Waukegan Township, Lake County

Christopher Kain

Assessor

Addison Township, DuPage County

Sherrill Knorr

Supervisor

Reed Township, Will County

Deb Lane

Multi-Township Assessor

Meriden/Ophir/Troy Grove Townships,
LaSalle County

Darrell D. Maxheimer

Highway Commissioner

Rochester Township, Sangamon County

Sheridan Meadows

Assessor

Mt. Vernon Township, Jefferson County

Karen Megan

Tax Collector

Millbrook Township, Peoria County

Charlie Montgomery

Highway Commissioner

Monticello Township, Piatt County

Craig Paulek

Clerk

Stonington Township, Christian County

Richard Phillips

Trustee

Normal Township, McLean County

Lucy Prouty

Supervisor

Ela Township, Lake County

Ruth Stanley

Trustee

Sterling Township, Whiteside County

Sherry Tite

Clerk

Wood River Township, Madison County

Arnold Vegter

Highway Commissioner

Union Grove Township, Whiteside County

Deanna Wilkins

Assessor

York Township, DuPage County

Michael J. Young

Supervisor

Centralia Township, Marion County

SCHEDULE AT A GLANCE

SUNDAY, NOVEMBER 13

7:00 – 7:00 P.M.

REGISTRATION DESK OPEN

3:00 – 6:30 P.M.

EXHIBIT HALL OPEN

MONDAY, NOVEMBER 14

7:30 A.M. – 9:45 A.M.

EXHIBIT HALL OPEN

COFFEE & ROLLS (7:30 – 9:00)

7:30 A.M. – 4:45 P.M.

REGISTRATION DESK OPEN

8:30 – 10:00 A.M.

SOCIAL WORKERS DIVISION MEETING

9:00 A.M. – NOON

ATTORNEYS DIVISION BUSINESS MEETING

9:30 A.M.

OPENING SESSION DOORS OPEN

MUNICIPAL BAND

10:00 – 11:30 A.M.

OPENING SESSION FEATURING MOTIVATIONAL SPEAKER,

CHRIS EGELSTON

11:30 A.M. – 3:30 P.M.

SPOUSE PROGRAM

LUNCH, WINERY, AND BREWERY TOUR

11:30 A.M. – 1:00 P.M.

COMPLIMENTARY LUNCH IN EXHIBIT HALL

1:15 – 2:15 P.M.

CONCURRENT EDUCATIONAL SESSIONS

2:30 – 3:30 P.M.

CONCURRENT EDUCATIONAL SESSIONS

3:45 – 4:45 P.M.

CONCURRENT EDUCATIONAL SESSIONS

5:00 – 7:00 P.M.

AITCOY ANNUAL BUSINESS MEETING

5:30 – 7:00 P.M.

HEYL ROYSTER HOSPITALITY

8:00 – 11:00 P.M.

FUN NIGHT AT THE CROWNE PLAZA

TUESDAY, NOVEMBER 15

7:45 A.M. – 4:00 P.M.

REGISTRATION DESK OPEN

8:00 – 9:30 A.M.

AWARDS BREAKFAST

8:30 – 9:30 A.M.

CONCURRENT EDUCATION SESSIONS (REPEATED AT 9:45 AM)

9:45 – 10:45 A.M.

CONCURRENT EDUCATION SESSIONS

11:00 – NOON

CONCURRENT EDUCATION SESSIONS

NOON – 2:45 P.M.

DIVISION MEETINGS (TO INCLUDE BOX LUNCHEES)

NOON - 3:00 P.M.

ITASCSC ANNUAL BUSINESS MEETING

3:00 – 4:00 P.M.

CLOSING SESSION

6:00 – 7:00 P.M.

RECEPTION (CASH BAR)

7:00-9:30 P.M.

BANQUET

ENTERTAINMENT FEATURING LAURIE GUEST

GENERAL CONFERENCE INFORMATION

Registration for the 109th Annual Educational Conference is in the First Floor Lobby of the Crowne Plaza Hotel from 2:00 to 7:00 p.m. on Sunday, November 13th. The Exhibit Hall is open from 3:00 to 6:30 p.m.

Conference attendees are encouraged to take advantage of this time when there are no other TOI activities scheduled 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.

Members of the TOI Board of Directors are selling raffle tickets for a \$2500 travel voucher throughout the Conference. Tickets are \$25 each. Winners are **NOT** required to be present to win. Raffle tickets will also be sold at the TOI booth to help support TOIPAC.

SHUTTLE TO OTHER HOTELS

The Crowne Plaza Hotel provides shuttle service to and from participating Conference hotels. Contact the Front Desk (217-529-7777) at least 30 minutes prior to desired pick-up time. Shuttle runs on the hour and half hour only, and only when scheduled ahead of time.

WI-FI ACCESS

There is free Wi-Fi access for TOI conference attendees at the Crowne Plaza. The Wi-Fi network is **Crowne Plaza Conference**. When prompted for a password, enter **thanks**. Please be patient with the speed of this free access. Due to the large number of attendees and devices that may be connected to the network at one time, you may experience a delay.

NATIONAL GUARD UNIT COLOR GUARD

The colors are presented by the Illinois Army National Guard's 233rd Military Police in Springfield. The Illinois National Guard has a proud history of defending Illinois for 293 years, while the original Massachusetts Guard dates back 379 years. Over the last decade, more than 22,000 Soldiers and Airmen from the Illinois National Guard have served overseas in places like Iraq, Afghanistan, Kuwait, Libya, Egypt and other foreign countries defending our freedom.

Members of the Guard and Reserve and their employers form an alliance essential to the security of our nation. These citizen warriors could not defend and protect us at home and abroad without the continued promise of meaningful civilian employment for themselves and their families while they continually place themselves in harm's way. They could not perform their critical mission without support from people like you.

Employer Support of the Guard and Reserve (ESGR), a Department of Defense program, was established in 1972 to promote cooperation and understanding between Reserve Component Service members and their employers and to assist in the resolution of conflicts arising from an employee's military commitment.

Please stop by booth #15 in the exhibit hall today and talk with the ESGR representative about signing a Statement of Support for your township.

FOOD DRIVE

This year's conference theme is Neighbors Serving Neighbors, and TOI is asking conference attendees to do **JUST THAT!** Please stop by the TOI booths (#26-29) to fill food bags with items for Thanksgiving dinners which will be delivered to needy families in Sangamon County through Kumler Outreach Ministries Food Pantry.

Kumler Outreach Ministries' Food Pantry began in 1976 as a bag of groceries under the church's kitchen sink. Today, the pantry serves nearly 20,000 people a year from Springfield and the surrounding communities, making it one of the busiest in the area. Kumler's Food Pantry is a choice pantry, which means people choose the items they take home with them based on the number of people in their family. Open five days a week and one evening a month, Kumler Outreach Ministries' Food Pantry is staffed primarily by volunteers. The pantry is supported through in-kind and financial donations from individuals, churches, businesses, civic and educational groups, and is located at 303 N. Grand Ave. East in Springfield.

CONFERENCE SURVEYS

TOI values your thoughts and ideas regarding its 109th 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

The TOI Conference App can be downloaded through iTunes or Google Play Store. Login using your account information and search for TOI Conference under Applications. Once you have downloaded the **TOI Conference** app onto your Apple or Android mobile device, updates will automatically appear each time you open up and sign onto the app. If you have downloaded the app in prior years, you **DO NOT** have to do it again. Updates will automatically appear once you open the app.

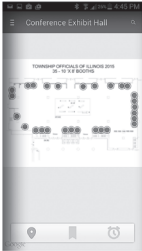
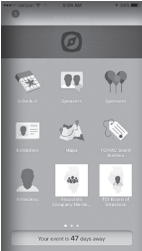
In order for you to take full advantage of the app's functions, you will need to sign in to the app by clicking **LOG IN** in the upper left hand corner. Type your first and last name. You will then be asked for a confirmation code. If you have not received one via email, please click **Resend Code**. A 6-digit code will be sent to your email. Enter this code and you will be logged into the system for the remainder of the conference.

Once you click on the 2016 Conference event, you will be greeted with the Conference logo. 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.

If you are having trouble downloading, updating, or navigating the Conference app, stop by the Mobile App booth inside of the Exhibit Hall or the TOI booth inside the Exhibit Hall for help.





Katy Dolan Baumer, *Chair*

Les Hild, *Vice Chair*

Sherrill Knorr

Percy Johnson

Lucy Prouty

Ruth Stanley

Sherry Tite

SUNDAY, NOVEMBER 13

2:00 – 7:00 P.M.

REGISTRATION

First Floor Lobby

Registration for the 109th Annual Educational Conference is on the first floor lobby of the Crowne Plaza Hotel.

Download the Conference app to your smart phone or portable device at iTunes or the Play Store, 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 take advantage of this time to visit the many vendors that provide townships with products and services. Beverages and lite 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. Visit Springfield 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 are 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. – 4:45 P.M.

REGISTRATION

First Floor Lobby

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.**

You are encouraged to stop by the Employer Support of the Guard and Reserve booth between 7:30 am and 1:00 pm to sign a Statement of Support for Guard and Reserve personnel currently working or who may work in the future for your township.

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

7:30 A.M. – 10:00 P.M.

SILENT AUCTION

Silent Auction items are 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 will take place during these times. Bidding 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. Complete a Silent Auction bid form at the Registration Desk (hotel lobby) in order to bid on items.

8:30 – 10:00 A.M.



MARY JO IMPERATO
PRESIDENT, SOCIAL
WORKERS DIVISION

SOCIAL WORKERS DIVISION

Capital I – Third Floor

Call to Order

Election of Officers

Treasurers Report

Old Business

New Business

Division Name Change

Adoption of By Laws

Educational Workshops

Committees

Other Business

Adjournment

9:00 A.M. - NOON



JOHN M. NELSON,
PRESIDENT,
ATTORNEYS DIVISION

ATTORNEYS DIVISION BOARD MEETING

Lincoln Board Room – third floor

MONDAY, NOVEMBER 14

9:30 A.M.

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!**

9:30 A.M.

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.

OPENING SESSION FEATURING CHRIS EGELSTON

Diamond Ballroom (second floor)



KAREN REESE, TOI
PRESIDENT

Call to Order

*Karen Reese, TOI President
Newell Township Assessor*

Presentation of Township Flags

Karen Reese, TOI President

Presentation of Colors

Illinois Army National Guard, 233rd Military Police, Springfield, IL

Pledge of Allegiance

Karen Reese, TOI President

Invocation

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

Statement of Support Signing

Karen Reese, TOI President & Bryan Smith, TOI Executive Director

Welcome

The Honorable James O. Langfelder, Mayor of Springfield

Response

*Katy Dolan Baumer, TOI Conference Committee Chair
Hanover Township Clerk/TOI Director/
President Township Clerks Division*

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 EGELSTON, KEYNOTE
SPEAKER

Chris is a multi-faceted speaker, trainer, consultant, and entertainer. More simply, he is an Infotainer. 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 from the Crowne Plaza Hotel Lobby by shuttle at 11:30 a.m. and proceed to Rolling Meadows Brewery in Springfield for a light lunch, 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 will depart Walnut Street Winery at 3:00 p.m. to return to the Crowne Plaza Hotel.

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.

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!**

EDUCATIONAL SESSIONS

1:15 - 2:15 p.m.

LOBBY LEVEL - FIRST FLOOR

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

11:30 A.M. - 3:30 P.M.



11:30 A.M. - 1:00 P.M.

1:00 P.M.

PLAZA A/B ROOMS

PLAZA C/D ROOMS

DIAMOND ROOM

EMERALD ROOM

SAPPHIRE ROOM

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 for 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.

This session will be repeated at 8:30 and 9:45 am Tuesday.

ASSESSORS PROGRAM

Featuring Rebecca Rossi, IPAI

Sponsored by Assessors Division

Qualifying to be elected or appointed to office.

BALLROOM LEVEL – SECOND FLOOR

PERSONAL PERSUASION POWER- HOW TO PRESENT

YOURSELF AND YOUR IDEAS

Featuring Chris Egelston, Keynote Speaker

Sponsored by Township Officials of Illinois

During this program, Chris will reveal practical and proven tips, techniques and strategies for engaging with people more effectively, conveying your key messages in memorable and impactful ways, and building mutually beneficial relationships. This will be an engaging and interactive session that will have you laughing and learning at the same time. You will leave the room with skill sets you can immediately use!

BEATING GOVERNMENT CONSOLIDATION THROUGH

COLLABORATION: HOW TO DEMONSTRATE YOUR

TOWNSHIP'S VALUE IN A WORLD THAT DOES NOT

UNDERSTAND TOWNSHIPS

Featuring Keri-Lyn J. Krafthefer, Attorney and Adam W. Lasker, Attorney – Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Sponsored by Township Officials of Illinois

Illinois continues its clamor towards governmental consolidation. This session will update you on the latest developments with proposed consolidation laws and give you examples of how townships can collaborate with other governments to demonstrate their value.

WHAT YOU NEED TO KNOW TO PREPARE FOR THE

UPCOMING ELECTION

Featuring Jeff Jurgens, Attorney, Sorling Northrop

Sponsored by the Clerks Division

The session will cover election terms, nomination by caucus or primary, petition filing procedures and requirements, ballot certification, and important dates to remember. Participants will have the opportunity to participate by asking questions at the end of the session.

CAPITAL I ROOM

THIRD FLOOR

DCFS101 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.

GOVERNOR ROOM

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.

CAPITAL II ROOM

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.

This session will be repeated at 2:30 today.

CAPITAL III ROOM

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.

EDUCATIONAL SESSIONS

2:30 – 3:30 p.m.

LOBBY LEVEL – FIRST FLOOR

DROP THE DRAMA TO CREATE EXTRAORDINARY

OUTCOMES

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

Sponsored by Township Officials of Illinois

Drama is everywhere. On Capitol Hill, TV, in the lyrics of music, in the movies, at the grocery store, at the water cooler, on Facebook, and at home. It seems we can't avoid drama these days. The hardest part is actually seeing it and naming it. The Dreaded Drama Triangle (DDT) is like quicksand. You step into it and it sucks you under, often for days or weeks. DDT shows up when we respond in fight, flight, freeze or appease mode. The cost is in precious minutes, pennies, energy and calories.

In this powerful seminar, speaker and trainer Cheri Neal will share with you eye-opening dynamics that keep you trapped in dysfunction. You will learn strategies which will allow you to transform the way you interact with others so that you can lead with confidence and compassion, achieving your desired outcomes and more.

THE PROTECTOR OF TOWNSHIP HIGHWAY

COMMISSIONERS FROM LIABILITY

Featuring Jay Judge, Attorney, Judge, Jameson, Hoban & Fischer, LLC

Sponsored by the Highway Commissioners Division

This session will be repeated at 3:45 today.

BALLROOM LEVEL – SECOND FLOOR

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.

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

This session will be repeated at 3:45 today.

PLAZA A/B ROOM

PLAZA C/D ROOM

DIAMOND ROOM

RUBY ROOM

EMERALD ROOM

TOP TIPS TO KEEP YOUR TOWNSHIP OUT OF COURT AND BEST PRACTICES IF YOU ARE SUED

Featuring Keri-Lyn J. Krafthefer, Attorney and Adam W. Lasker, Attorney – Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Sponsored by the Trustees Division

You have far better ways to spend your time and your township's money than on unnecessary lawsuits. This session will provide you with tips about how to keep your township out of court, how to prevent township officials from being personally liable for actions and best practices for what you should do if you or your township are sued.

THIRD FLOOR

CAPITAL I ROOM

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 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.

GOVERNOR ROOM

PREVAILING WAGE AND HOW IT WORKS IN ILLINOIS TOWNSHIPS

Featuring Andy Keyt, Attorney – 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.

CAPITAL II ROOM

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.

This session is a repeat from 1:15 p.m. today.

CAPITAL IV ROOM

TOIRMA PROGRAM/COVERAGES –QUESTIONS & ANSWERS*Featuring TOIRMA Staff**Sponsored by TOIRMA*

If your township is a member of the TOIRMA Program, this is your opportunity to learn more about coverages offered and how they apply to you. And if your township is not presently a TOIRMA member, this presentation will still be informative. Unfortunately, we live in an ever-growing litigious society, and local governments are being sued on a daily basis. This session will better equip township officials with the tools and questions that will aid in limiting your liability exposures. Participants will also be provided an opportunity to ask questions of the TOIRMA staff in an informal setting. TOIRMA is presently in its 31st Program Year.

EDUCATIONAL SESSIONS

3:45 – 4:45 p.m.

LOBBY LEVEL – FIRST FLOOR

CITIZENS ARREST PROGRAM*Featuring Bob Russell, Attorney – 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!

THE PROTECTOR OF TOWNSHIP HIGHWAYCOMMISSIONERS FROM LIABILITY*Featuring Jay Judge, Attorney, Judge, Jameson, Hoban & Fischer, LLC**Sponsored by the Highway Commissioners Division***This session is a repeat from 2:30 p.m. today.**

BALLROOM LEVEL – SECOND FLOOR

ASK AN ATTORNEY PANEL*Featuring Members of the Attorneys Division**Sponsored by The Attorneys Division*

This annual session provides an opportunity for attendees to ask general questions relating to the day to day operations of township government.

PLAZA A/B ROOMS

PLAZA C/D ROOMS

DIAMOND ROOM

EMERALD ROOM

HOW TO TRANSITION IN AND OUT OF OFFICE WITHOUT BLOODSHED – THINGS TO THINK ABOUT AFTER THE ELECTION*Featuring Keri-Lyn J. Krafthefer, and Adam W. Lasker, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer**Sponsored by the Supervisors Division*

The township elections are right around the corner! What are the best practices for integrating new township officials into your township, helping previous township officials assume different township offices and providing for the graceful exit of outgoing officials? This session will discuss issues to think about after the election is over and during the transition of township officers.

RUBY ROOM

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.

This session is a repeat from 2:30 p.m. today.

THIRD FLOOR

CAPITAL I ROOM

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.

ILLINOIS ROOM

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 of this class is the opportunity to reduce stress and socialize. Paint and Sip class is a great way to engage a younger audience with your township programs. We hope you will join us and have fun!

Advanced registration needed. Please stop by the ITASCSC booth during exhibit hours to sign-up for this session.

GOVERNOR ROOM

TOWNSHIP RECORD KEEPING*Featuring Gregory Moredock, Attorney, Sorling Northrop**Sponsored by the Clerks Division*

With an election right around the corner, this session focuses on creating and maintaining a record retention plan that complies with the Illinois Local Records Act. It will outline the proper steps to create a plan, revise a plan, and destroy documents in accordance with the plan. The focus then shifts to the unique issues presented by electronic records before concluding with general record keeping practices.

CAPITAL III ROOM

TERRORISM IN THE MIDWEST*Featuring Special Agent Adam Topping, FBI Springfield Division, Peoria RA Squad 8, International Terrorism**Sponsored by Township Officials of Illinois*

United States Federal Criminal Code defines terrorism as the unlawful use of force or violence against persons or property to intimidate or coerce a government or its citizens to further certain political or social objectives. Terrorism exists in the Midwest the same as it exists elsewhere in the United States and the world. Midsize cities in the Midwest typically experience fewer instances of terrorism than large, metropolitan areas; however, the threat of terrorism is very real, and the FBI works diligently every day to identify and disrupt these threats. This presentation outlines terrorism in general, some of the key figures of terrorism, and two prominent investigations that occurred in Central Illinois.

CAPITAL IV ROOM

AMEREN ILLINOIS ENERGY EFFICIENCY PROGRAM AND INCENTIVES*Featuring John Beintema, Ameren**Sponsored by Township Officials of Illinois*

The Ameren Illinois Energy Efficiency Program offers cash incentives to Ameren Illinois Residential and Commercial customers to help offset the initial cost of an energy efficiency upgrade. This session will cover program history, available incentives, bonus incentives, case studies and free resources to help you get started with your next energy efficiency project.

5:00 P.M.

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!**

MONDAY, NOVEMBER 14

5:00 – 7:00 P.M.



JOHN PARQUETTE
PRESIDENT, AITCOY

AITCOY ANNUAL BUSINESS MEETING

Lincoln Board Room

Call to Order

Roll Call

Approval of minutes of Business Meeting held on August 23, 2016

Additions to the agenda

Officers Reports

President

Vice President

Treasurer

Secretary

Member At Large

Committee Chairperson Reports:

Membership

Program

Awards

Audit

CEUs

Website

Perspectives

Creative Marketing

Summer Olympics

Youth Summit

Unfinished Business

New Business:

Election of 2017 Officers

FY 17 Budget

Planning for 2017

Quarterly E-Blast

Agency Announcements

Adjournment

5:30 – 7:00 PM

HEYL ROYSTER HOSPITALITY

Plaza E Room

8:00 – 11:00 P.M.

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.



MONDAY, NOVEMBER 14, 2016

8:00 – 10:00 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. **Advanced registration appreciated. Please visit the TOI Registration Desk or TOI Booth to sign-up to participate in the beanbag tournament. No charge, just lots of fun!**

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.

EDUCATIONAL SESSIONS

8:30 – 9:30 a.m.

THIRD FLOOR

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 for 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.

This session is a repeat from 1:15 p.m. yesterday.

This session will be repeated at 9:45 today.

ILLINOIS ROOM

GOVERNOR ROOM

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.

This session will be repeated at 9:45 today.

EDUCATIONAL SESSIONS

9:45 – 10:45 a.m.

LOBBY LEVEL - FIRST FLOOR

PLAZA A/B ROOMS

**HOW A BILL BECOMES A LAW : A PRESENTATION ON
WHAT IT ALL MEANS TO YOU***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 broad 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 in 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.

PLAZA C/D ROOMS

**SOCIAL SECURITY- UNDERSTANDING THE APPLICATION
PROCESS AND VERIFYING BENEFIT INFORMATION***Featuring Jack Myers, Public Affairs Specialist, Social Security Administration**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.

This session will be repeated at 11:00 today.

PLAZA E ROOM

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.

BALLROOM LEVEL – SECOND FLOOR

RUBY ROOM

A BRIEFING ON THE 2017 ILLINOIS ELECTION PROCESS

Featuring Jamy 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.

This session will be repeated at 11:00 today.

THIRD FLOOR

CAPITAL IV ROOM

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.

This session will be repeated at 11:00 today.

ILLINOIS ROOM

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 for 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

GOVERNOR ROOM

house in order. The session will also be a great refresher for those who deal with the township financial process.

This session is a repeat from 1:15 p.m. yesterday and 8:30 a.m. today.

COMMUNICATING YOUR ELECTION MESSAGE

*Featuring Jill Bremer, The Edge Executive Coaching and Training
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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.

This session is a repeat from 8:30 a.m. today.

EDUCATIONAL SESSIONS

11:00 a.m. - Noon

LOBBY LEVEL – FIRST FLOOR

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- UNDERSTANDING THE APPLICATION PROCESS AND VERIFYING BENEFIT INFORMATION

*Featuring Jack Myers, Public Affairs Specialist, Social Security Administration
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.

This session is a repeat from 9:45 today.

PLAZA A/B ROOMS

PLAZA C/D ROOMS

RUBY ROOM

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THIRD FLOOR

CAPITAL IV ROOM

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.

This session is a repeat from 9:45 today.

CAPITAL V ROOM

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 laws 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.

ILLINOIS ROOM

ENBRIDGE: UPDATE ON THE PIPELINE IN ILLINOIS

Featuring Mike Moeller, Senior Director, Mid Continent Region, 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, Attorney – 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

Capital VI Room – Third Floor

Call to Order

Introductions

Approval of Minutes

Financial Report

Election of Officials

Approval of New Schedule of Meeting Dates/Conference Call Dates

Committee Reports and Approval of Committees for Next Year

Educational - Jodi Gallagher, Susan Dillon, Tracey Colagrossi

Nominating - Desiree Scully-Simpkins and Tracey Colagrossi

Awards - Sally Furbman, Sue Dillon, Monika Jaroszewicz

Legislative - Desiree Scully-Simpkins and Mary Swanson

Membership - Mary Swanson, Desiree Scully-Simpkins and Susan Dillon

Perspective Assignments and Responsibilities

January: TOI Awards done by Publicity Chair

February:

March:

April:

May:

June/July:

GOVERNOR ROOM

NOON – 3:00 P.M.



SUSAN DILLON
PRESIDENT, ITASCSC

NOON – 2:45 P.M.

PLAZA E ROOM – FIRST FLOOR



CHRIS FILBERT
HIGHWAY COMMISSIONERS
DIVISION PRESIDENT

RUBY ROOM – SECOND FLOOR



DEANNA WILKINS
ASSESSORS DIVISION
PRESIDENT

- August:
- September:
- October:
- November:
- December:
- Membership
- New Business

Adjournment

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

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

Call To Order — *Chris Filbert, President*

Pledge & Moment Of Silence — *Charlie Montgomery*

Roll Call & Minutes — *Greg Menold*

Treasurer’s Report— *Don Goad*

Old Business

New Business

Adjournment

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 Manger

Illinois Department of Revenue

President’s Report – *Deanna Wilkins*

Secretary’s Report – *Grace Vetter*

Treasurer’s Report – *Deb Lane*

Committee Reports:

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:

TOPAZ ROOM – SECOND FLOOR



KAREN MEGAN
PRESIDENT, TAX
COLLECTORS DIVISION

PLAZA H ROOM – FIRST FLOOR



KATY DOLAN BAUMER
PRESIDENT, CLERKS
DIVISION

Program - TBA
Speaker – TBA
Open Forum/ Door Prizes
Adjourn

TAX COLLECTORS DIVISION

Call to Order and Welcome

Karen Megan, President

Pledge of Allegiance
Minutes of 2015 Meeting
Financial Report
Old Business - Discussion
New Business - Discussion
Set Time for 2017 Meeting
Adjournment

TOWNSHIP CLERKS DIVISION

Call to Order & Welcome

Katy Dolan Baumer, President

Invocation

Marilyn Hendrick, Director

Pledge of Allegiance

Linda Kroenlein, Director

Roll Call & Introduction of Board Members

Lisa Hodge, Secretary

Secretary's Report – Approval of Minutes from Annual Division Meeting –

Lisa Hodge, Secretary

Treasurer's Report – Review and Approval of Final Report 2016

Sheryl Crowley, Treasurer

TOI Association Report

Bryan Smith, TOI Executive Director or

Jerry Crabtree, TOI Associate Director and Education Coordinator

Division Report and Special Recognitions

Katy Dolan Baumer, President

Program: Post Election Duties – “I’m Elected – Now What?”

Panel Discussion and Q & A

Committee Reports:

Legislative – Craig Paulek, Chairman

Education – Chuck Levy, Chairman

Audit & Finance – Sheryl Crowley, Treasurer

Public Relations – Sherry Tite, Chairman

William Z. Ahrends Award – Chuck Levy, Chairman

Special Committees

Membership – Delores Schelm, Clerk

“101 Reasons it is Great to be a Clerk” – Beth Ann May,

Immediate Past President

Township Clerk Certification Program – Beth Ann May,

Immediate Past President

PLAZA G ROOM – FIRST FLOOR



MICHAEL YOUNG
PRESIDENT, SUPERVISORS
DIVISION

New Business

*Bylaws – Linda Kroenlein, Chairman
Nominating Committee (Report and Elections) – Beth Ann May,
Immediate Past President*

Old Business

**Door Prizes and “the Pig” Drawing
Adjournment**

TOWNSHIP SUPERVISORS DIVISION

Registration

Call to Order – *President, Michael Young*
Pledge of Allegiance – *Vice-President, Susan Curtiss*
Roll Call & Correspondence – *Secretary, Chris Johnson*
Reading and Approval of Minutes – *Secretary, Chris Johnson*
Treasurer’s Report & Approval – *Treasurer, Tina Davis*
President’s Report – *President, Michael Young*

Committee Reports:

*Executive Committee – President, Michael Young
Legislative Committee – Chair, Mickey Goral
Nominating Committee – David Dobbels, Appointed Chairman
Membership Committee – Sherrill Knorr
Program Committee – Annette Miller
GATI/Education Committee – Beth Pechous*

Unfinished Business

New Business
Closing Remarks
Door Prizes
Adjournment

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

PLAZA F ROOM – FIRST FLOOR



MARY HAMILTON
PRESIDENT,
TRUSTEES DIVISION

TUESDAY, NOVEMBER 15

3:00 – 4:00 P.M.

CLOSING SESSION AND BUSINESS MEETING

Plaza I Room – First Floor

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.



LAURIE GUEST, CSP.

6:00 – 7:00 P.M.

7:00 – 9:30 P.M.

TOI Staff

Bryan E. Smith, Executive Director
bryan@toi.org

Jerry B. Crabtree, Associate Director/Education Coordinator
jerry@toi.org

Timothy S. Bramlet, Legislative Consultant
tbramlet@bramletconsulting.com

Pam Butler, Office Manager
pam@toi.org

Amy Rourke, Associate Editor, Township Perspective
amy@toi.org

Barbara Hale, Meeting Consultant
bhaleeventmgtpro@att.net

Kristen Ball, Meeting Consultant
eventmgtpro@yahoo.com

*Join us at next year's conference,
November 12-14, 2017 at the Crowne Plaza in Springfield.*

2016 TOI ANNUAL EDUCATIONAL CONFERENCE SPONSORS
PLATINUM
TOIRMA
Township Officials of Cook County
Visit Springfield
GOLD
Allied Benefit Systems – MACI
Enbridge
Martin Equipment
SILVER
Ancel Glink
CONFERENCE APP
TOIRMA
Heyl Royster
Sorling Northrup
Township Officials of Illinois Divisions

2016 TOI Educational Conference Exhibitors

As of this publication, these companies and organizations plan to exhibit:

AITCOY - The Association of Illinois Township Committees on Youth

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 Assessors Association

Illinois Municipal Retirement Fund

Illinois Township Trustees Association

Local Government Health Plan

Martin Equipment of Illinois, Inc.

Mid-West Truckers Association, Inc.

Stonehugger Cemetery Restoration

TOIRMA

Township Highway Commissioners of Illinois

Township Officials of Illinois

Township Officials of Illinois Clerks Division

Visual PAMSPRO

Waukegan Township

Wm. Nobbe Co.

Woody's Municipal Supply Co.

Shading Denotes Associate Company Members of TOI

SAVE THE DATE

2017 TOI EDUCATION PROGRAMS

- JULY 13 NEWLY ELECTED OFFICIALS TRAINING,
HILTON – LISLE/NAPERVILLE
- JULY 20 NEWLY ELECTED OFFICIALS TRAINING,
HOLIDAY INN – MT. VERNON
[EVENING PROGRAM, 5PM–9:30PM]
- JULY 27 NEWLY ELECTED OFFICIALS TRAINING,
GIOVANNI'S – ROCKFORD
- AUGUST 3 NEWLY ELECTED OFFICIALS TRAINING,
MARRIOTT – NORMAL

2017 TOI PROFESSIONAL DEVELOPMENT PROGRAMS

(HELD AT THE TOI OFFICE IN SPRINGFIELD)

JANUARY 20

APRIL 7

JUNE 23

OCTOBER 23

2017 ANNUAL EDUCATIONAL CONFERENCE:

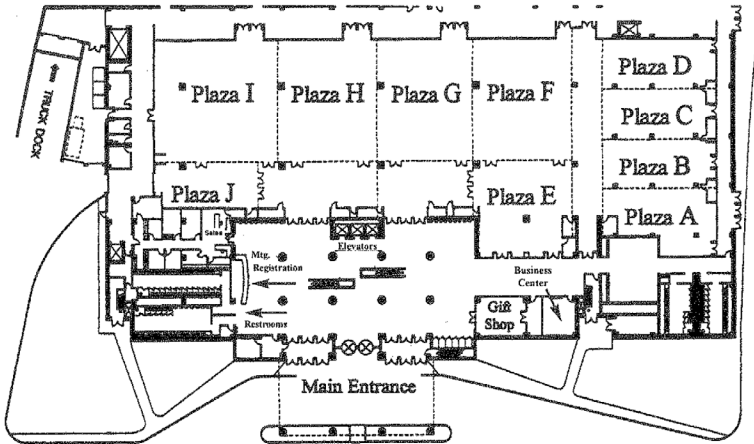
NOVEMBER 12-14

CROWNE PLAZA, SPRINGFIELD

ASSOCIATE COMPANY MEMBERS OF TOI

Advanced Pavement Systems
A.J. Corso & Associates, Inc.
Alliance Tractor LLC
Allied Benefit Systems, Inc.
Ancel, Glink, Diamond, Bush,
DiCianni & Krafthefer, P.C.
Bank of Springfield
Behm & Hagemann, Inc.
Birkey's Construction Equipment
Bioseal
Bonnell Industries
Byers Printing Company
Call One
Candos Agency
Cannon Cochran Management
Services Inc.
Clark Tank Cars LLC
Crossroads Truck Equipment
Dean W. Cass, Inc.
Enbridge Energy
Everseal Concrete Coatings
Flink Company
Giffin, Winning, Cohen & Bodewes,
P.C.
Government Forms & Supplies, LLC
Greenfield Contractors LLC
Hampton Equipment
Higgs Welding
IRC, Inc.
Illinois Office Supply
Independent Energy Consultants
Integrays Energy
JX Peterbilt
K.K. Stevens Publishing Co.
Koenig Body and Equipment, Inc.
Lauterbach & Amen, LLP
Louis Marsch, Inc.
M&M Pump Co., Inc.
Matuszewich & Kelly, LLP
Mitch Lee Products, LLC
Monroe Truck Equipment, Inc.
NJS Enterprises, Inc.
Ottosen, Britz, Kelly, Cooper, Gilbert
& DiNolfo, Ltd.
Oxcart Permit Systems LLC
Phoenix Services LLC
Quincy Mack Sales & Service
RJ Telcom LLC.
R.N.O.W., Inc.
Robbins, Schwartz, Nicholas, Lifton
& Taylor, Ltd.
Rush Truck Center
SealMaster Chicago
SFI Accounting-Payroll-Tax
Sherwin Industries, Inc.
Sorling Northrup
Stonehugger Cemetery Restoration
The Interlocal Purchasing System
(TIPS)
Thompson Truck & Trailer, Inc.
Tri-State Asphalt, LLC
Unique Paving Materials
Vanguard Appraisals, Inc.
Vortex Midwest
Wm. Nobbe Co.
Woody's Municipal Supply Co.

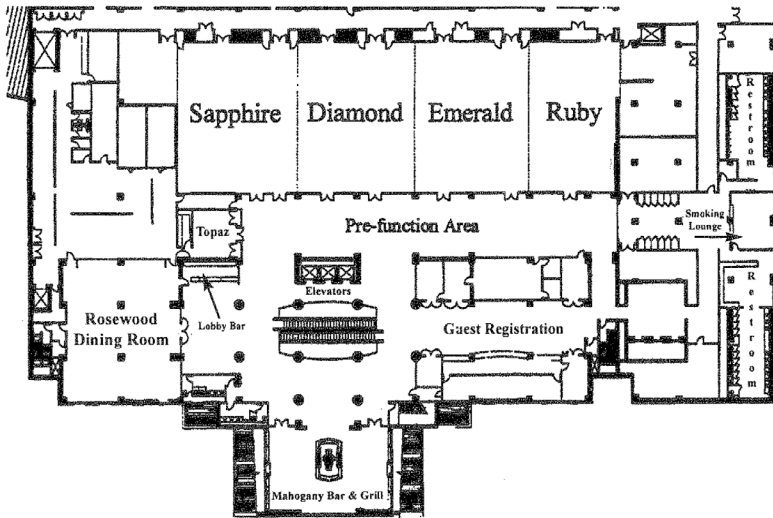
CROWNE PLAZA



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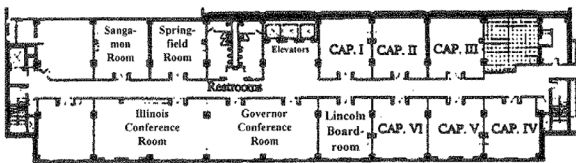
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