

DAILY SCHEDULE

Township Officials Boot Camp

SUNDAY, NOVEMBER 10

5:00 – 9:00 p.m.

INTAKE

First Floor Lobby

Intake for the 106th Annual Educational Conference takes 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 on-line. Register by October 25 so your dog tags and orders are ready for you at the Registration Desk in order to speed up your check-in process.

5:00 – 9:00 p.m.

COMMISSARY

Plazas G/H/I/J

Conference attendees are encouraged to check in Sunday evening and take advantage of this time, when there are no other TOI activities scheduled, to visit the many vendors that provide townships with products and services. Light snacks provided from 6:00 to 7:00 p.m. and dessert from 8:00 to 9:00 p.m.

Plan to go to dinner early and return later for the exhibition, or come early for the exhibition and have dinner later. Either way, there is plenty of time for networking with your fellow township officials and visiting the vendors. 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.

5:00 – 9:00 p.m.

SILENT AUCTION

Commissary - Plazas G/H/I/J

Silent Auction items are on display at the TOI Booth (33, 34 & 35). Complete a Silent Auction bid form at the Registration Desk (hotel lobby) and bid during Commissary hours on Sunday (5:00–9:00 p.m.) and Monday (7:30 a.m.–1:30 p.m.).

MONDAY, NOVEMBER 11

7:30 a.m. – 4:45 p.m.

INTAKE

First Floor Lobby

7:30 a.m. – 1:30 p.m.

COMMISSARY

Plazas G/H/I/J

Vendors that provide products and services to townships are available from 7:30 to 8:30 a.m. (closed for the Opening Session) and 10:15 a.m. to 1:30 p.m. Please note the Exhibit Hall is not open

8:30 a.m.

on Tuesday.

Complimentary coffee and rolls provided by Township Officials of Cook County from 7:30 – 8:30 a.m. We ask that all Conference attendees participate in the Opening Session. The Exhibit Hall reopens at 10:15 a.m. for Conference attendees to visit with vendors.

CASH PRIZE DRAWING

Commissary – Plazas G/H/I/J

A drawing for \$100 will be held in the Commissary at 8:30 a.m. when the exhibit hall is closing for the Opening Session. Be certain to visit the TOI Booth (33, 34 & 35) to get your name in the drawing. Must be present to win! Once the prize drawing has been held, you are encouraged to proceed to the second floor to enjoy the Springfield Municipal Band and prepare for the start of the Opening Session.

8:30 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. We are honoring our TOI veterans with special music so be certain to arrive early to receive your well-deserved recognition.

9:00 – 10:15 a.m.

OPENING SESSION featuring Rory Rowland

Diamond Ballroom (second floor)

Rory Rowland, business consultant and seminar leader, will talk on *Leadership Lessons of President Harry Truman – From a Hometown Boy*. The Independence, MO native has presented his high energy, fun and humorous programs in all 50 states, as well as Canada and Mexico.

9:00 a.m. – Noon

ATTORNEYS DIVISION BOARD MEETING

Lincoln Board Room – third floor

10:30 a.m. – Noon

EDUCATIONAL SESSIONS

Descriptions of educational sessions will be in the October *Township Perspective*.



RORY ROWLAND

Dealing Across Generations in Township Government

Presented by Pat Anderson, President and CEO,

G.M. Anderson & Associates

Sponsored by the Trustees Division

This session is repeated at 1:30 p.m. Monday

IMRF: An Explanation of Benefits for Local Government/

MACI Program: An Overview

Presented by Jon Renner, Field Representative, Illinois Municipal Retirement Fund and Debra Burke, Supervisor, Coloma Township

Sponsored by the Supervisors Division

Township in Crisis Mode:

How to Manage Township Legal Assistance

Presented by Keri-Lyn Krafthefer, Attorney, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

Strategic Prevention and Understanding of Community Violence in Townships

*Presented by Barbara Shaw, Chair of the Illinois Children's Mental Health Partnership
Sponsored by AITCOY*

Government Officials Essentials

Presented by Tim Bertschy, Attorney, Heyl, Royster, Voelker & Allen

The Role of Township Government in a Representative Democracy

*Presented by Bill Morris, Consultant, Morris Consulting
Sponsored by Supervisors*

Disaster Preparedness in Township Government

Presented by Paul Rasch, Illinois Emergency Management Agency

Flag Training by the Illinois Department of Transportation

Presented by Kevin Burke, Local Policy and Technology Engineer, Illinois Department of Transportation

How to Run an Effective Meeting (Parliamentary Style)

Presented by Jim Donelan, Associate Director, TOIRMA

TOI Legislative Update

Presented by Tim Bramlet, TOI Legislative Consultant, Timothy S. Bramlet Consulting

11:00 a.m. – 3:30 p.m.

SPOUSE PROGRAM LUNCHEON & TOUR

Depart from the Crowne Plaza Hotel First Floor Lobby

Ticket required – \$40

Participants depart the Crowne Plaza Hotel Lobby by shuttle and proceed to the historic Pasfield House where they will enjoy a soup and sandwich luncheon. Following lunch, participants travel to the Illinois State Capitol for a guided tour and oral history of the Capitol Building. From there, participants will walk to the Illinois State Museum for a guided tour of the Museum.

Noon – 1:30 p.m.

MESS

Commissary/Mess Hall Plazas G/H/I/J

Join us in the Commissary for Mess! A complimentary lunch is provided to all paid delegates. **Although no ticket is required, your Conference badge is necessary for entrance to the Mess Hall.** In addition to enjoying lunch and networking, Conference attendees

are encouraged to use this last opportunity to visit the many vendors in the Commissary. **The Exhibit Hall closes at 1:30 p.m.**

1:30 p.m.

CASH PRIZE DRAWING

Commissary – Plazas G/H/I/J

A drawing for \$100 is held in the Commissary at 1:30 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 (33, 34 & 35) to get your name included in the drawing. Must be present to win!

1:30 p.m.

SILENT AUCTION

Commissary Booths 33, 34 & 35

Bidding for all Silent Auction items ceases at 1:30 p.m. Bid winners are posted at the TOI Registration Desk beginning at 3:00 p.m. Bid winners may pay for and pick up their items at the TOI Registration Desk from 3:00 to 4:45 p.m. on Monday and 8:00 a.m. to 3:00 p.m. on Tuesday.

1:30 - 3:00 p.m.

EDUCATIONAL SESSIONS

Descriptions of educational sessions will be in the October issue of *Township Perspective*

Dealing with Generations in Township Government

*Presented by Pat Anderson, President and CEO,
G.M. Anderson & Associates*

This session is a repeat of the 10:30 a.m. Monday session

Making Sense of Memory Loss

*Presented by Daniel Kuhn, LCSW, Community Educator/Project Manager,
Rainbow Hospice and Palliative Care
Sponsored by ITASCSC*

Townships Response to Community Violence

*Presented by Barbara Shaw, Chair of the Illinois Children's
Mental Health Partnership
Sponsored by AITCOY*

Township Basics: Common Trends and Issues

*Presented by Jeff Jurgens, Attorney, Sorling Northrup
This session is repeated at 3:15 p.m. Monday*

Avoiding Personal Liability and Jail Time

*Presented by Keri-Lyn Krafthefer, Attorney, Ancel, Glink, Diamond, Bush,
DiCianni & Krafthefer*

Website/Newsletter Development in Township Government

*Jeff Enlow, Katie Hahn and Tom McAllister of Levi, Ray & Shoup, Inc.;
and Jo Stellato, Director, Finance & Administration, Wheeling Township
This session is repeated at 3:15 Monday*

3:15 – 4:45 p.m.

Is This the Road District's Right of Way

Presented by John Redlingshafer, Attorney, Heyl, Royster, Voelker & Allen

Township Best Financial Practices

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

This session is repeated at 3:15 Monday and 8:00 a.m. Tuesday

Township Government Personnel Issues: What You Can Do

Presented by Melanie Stevenson, Vice President of Human Resources, CCMSI

Sponsored by TOIRMA

A Township Board Meeting Gone Bad

Presented by Bryan Smith, TOI Executive Director and Jerry Crabtree, TOI Associate Director and Education Coordinator

Sponsored by TOI

This session is repeated at 3:15 p.m. Monday

EDUCATIONAL SESSIONS

Descriptions of educational sessions will be contained in the October issue of *Township Perspective*

Township Budget and Levy Practices

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

This session is repeated at 8:00 a.m. Tuesday

Township Basics: Common Trends and Issues

Presented by Jeff Jurgens, Attorney, Sorling Northrup

This session is a repeat of the 1:30 p.m. Monday session

Ask a Township Attorney

Presented by Members of the Attorneys Division

Sponsored by the Attorneys Division

Township Best Financial Practices

Presented by Keri-Lyn Krafthefer, Attorney, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

This session is a repeat of the 1:30 p.m. Monday session and is repeated at 8:00 a.m. on Tuesday

QuickBooks: How Can It Help Your Accounting Practices

Presented by Jim Swanson, CEO, Swanson Quality Services

This session is repeated at 9:45 a.m. Tuesday

Website/Newsletter Development in Township Government

Jeff Enlow, Katie Hahn and Tom McAllister of Levi, Ray & Shoup, Inc.; and Jo Stellato, Director, Finance & Administration, Wheeling Township

This session is a repeat of 1:30 p.m. Monday session

Township Drug and Alcohol Program

Presented by Candy Wendt, Mid-West Truckers Association

TOI Legislative Update

*Presented by Tim Bramlet, TOI Legislative Consultant,
Timothy S. Bramlet Consulting*

A Township Board Meeting Gone Bad

*Presented by Bryan Smith, TOI Executive Director and Jerry Crabtree,
TOI Associate Director and Education Coordinator*

Sponsored by TOI

This session is a repeat of the 1:30 p.m. Monday session

8:00 – 11:00 p.m.

USO Dance

Diamond Ballroom

Sponsored by TOIRMA

After joining your friends and fellow township officials for dinner, return to the Crowne Plaza, put on your dancing shoes and enjoy an evening of dancing with music from the '40s to the '80s. The evening will also include karaoke for those brave enough to participate.

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

TUESDAY, NOVEMBER 12

8:00 a.m. – 4:00 p.m.

INTAKE

First Floor Lobby

8:00 – 9:30 a.m.

MEDAL CEREMONY & BREAKFAST

Diamond Ballroom – second floor

Ticket Required – \$20

Join your fellow TOI officials and enjoy breakfast during which Voluntary Education awards are presented, as well as Division awards, and winners of the 17th Annual TOI Mighty Message Contest.

8:00 – 9:30 a.m.

EDUCATIONAL SESSIONS

Descriptions of educational sessions are in the October issue of *Township Perspective*

Township Best Financial Practices

Presented by Keri-Lyn Krafthefer, Attorney, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

This is a repeat of the 1:30 p.m. & 3:15 p.m. Monday sessions

Township Budget and Levy Practices

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

This session is a repeat of the 3:15 p.m. Monday session

9:00 a.m. – Noon

BOOK DIALOGUE

Capital IV – third floor

Join facilitator Gary Koch, adjunct professor of political science and film at Lincoln Land Community College in Springfield, and retired Illinois Municipal League Director of Communication and Education, as he leads a discussion of “Are We Rome?” by Cullen Murphy. The Book Dialogue is a separate \$25 registration that includes the price of the book. Download the Dialogue registration form at www.toi.org and mail or fax it to the TOI Office.

9:45 - 11:15 a.m.

EDUCATIONAL SESSIONS

Descriptions of educational sessions are in the October issue of *Township Perspective*

Seven Habits of Highly Effective Townships

Presented by James Barr, Administrator, Hanover Township

QuickBooks: How Can It Help Your Accounting Practices

Presented by Jim Swanson, CEO, Swanson Quality Services

This session is a repeat of 3:15 p.m. Monday session

Understanding How the Affordable Care Act Can Benefit You

Presented by Joni Castleman, Community Relations Specialist,

Blue Cross/Blue Shield of Illinois

Sponsored by ITASCSC

Senior Handicapped On Wheels (SHOW) Bus Program

Presented by Laura Dick, Director, SHOW Bus Program

Prevailing Wage

Presented by Tim Bertschy, Attorney, Heyl, Royster, Voelker & Allen

Bridge Program for Highway Commissioners

Presented by Kevin Burke, Local Policy and Technology Engineer, Illinois Department of Transportation

GATI Basics

Presented by Debra Burke, Supervisor, Coloma Township

Township Practices and Procedures

Presented by Keri-Lyn Krafthefer, Attorney, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer

11:15 a.m. – 12:30 p.m.

LUNCH

Lunch is not provided on Tuesday. However, lunch is available in the Rosewood Restaurant at the Crowne Plaza, and there are also many restaurants in the immediate area.

12:30 – 2:45 p.m.

12:30 p.m.

3:00 – 4:00 p.m.

6:00 – 7:00 p.m.

7:00 – 10:00 p.m.



JOHNNY COUNTERFIT

DIVISION MEETINGS

All officials should make a special effort to attend their Division meeting and educational session. Agendas and meeting times available in the October *Township Perspective* and Conference Program Book.

ITASCSC Annual Business Meeting

Bella Milano Restaurant

4525 Wabash Ave., Springfield

No pre-registration required. Just come by.

CLOSING SESSION

Diamond Ballroom – second floor

RECEPTION (Cash Bar)

Ballroom Pre-function Area – second floor

COMMANDER IN CHIEF’S DINNER

Diamond Ballroom – second floor

Ticket Required – \$45

The Conference wraps up with the annual banquet. The evening begins at 6:00 p.m. with a cash bar reception. Dinner will be served at 7:00 p.m. and concludes with entertainment by Johnny Counterfit.

He’s never met a voice he couldn’t imitate.

When you’re Johnny Counterfit, each new day brings a new voice to learn, and he’s honed more than 200 of them. He brings his music, comedy and impressions to the Banquet and the best part? He takes requests! And there will be audience participation!

His show has crowd favorites, like Johnny Cash, the first voice he tried out on an open mic crowd in Portland, OR, and Edith Bunker (Jean Stapleton), whose recent passing prompts a new routine for Counterfit.



Join us for a book dialogue...

Tuesday, Nov. 12 during TOI's Annual Conference, 9:45 am-Noon
Crowne Plaza, Springfield
Cost \$25 (includes book to be mailed to paid registrants)

Dialogue Leader: Gary Koch, adjunct professor of political science and film,
Lincoln Land Community College, Springfield

We will discuss the book *Are We Rome?* by Cullen Murphy...

The rise and fall of ancient Rome has been on American minds from the beginning of our republic. Today we focus less on the Roman Republic than on the empire that took its place. Depending on who's doing the talking, the history of Rome serves as either a triumphal call to action or a dire warning of imminent collapse. In *Are We Rome?* the esteemed editor and author Cullen Murphy reveals a wide array of similarities between the two empires: the blinkered, insular culture of our capitals; the debilitating effect of bribery in public life; the paradoxical issue of borders; and the weakening of the body politic through various forms of privatization. Murphy persuasively argues that we most resemble Rome in the burgeoning corruption of our government and in our arrogant ignorance of the world outside -- two things that must be changed if we are to avoid Rome's fate.



As a leader in township government, this book will speak directly to you. Participation in this dialogue will be an enlightening, thought-provoking experience. Don't miss it!

Dialogue host: Gary Koch is adjunct professor of political science and film at Lincoln Land Community College in Springfield. He retired from the Illinois Municipal League as director of Communications and Education in 2009. He has taught at Millikin University, the University of Illinois at Springfield and Benedictine University.

Complete this form and fax or mail to the TOI Office, 3217 Northfield Dr., Springfield, IL 62702. Fax to 217.744.7419. Paid registrants will be mailed the book prior to Conference, unless you indicate on the form that you are purchasing it on your own prior to the session. Session price remains \$25 even if you purchase the book on your own. **DEADLINE Oct. 25.**

BOOK DIALOGUE REGISTRATION FORM (\$25 registration includes copy of book)

Name: _____

Township/ County: _____

Mailing Address: _____

City/ Zip: _____

\$25 Check enclosed (made payable to TOI)

Do not send book/I will purchase it myself

Credit Card (Visa / Master Card only)

Visa Master Card Name as it appears on Credit Card _____

Card Number: _____ Expiration Date: _____

Signature _____