



# from your Associate Director

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TOI Associate Director / Education Coordinator

**T**HIS ISSUE PROVIDES A SAMPLE of the conference program and a forecast to what we are finalizing for the 2019 Annual Educational Conference. This year, like all previous, is a well-planned event for all Township Officials and staffs to learn new things and network with fellow township government individuals. The objective and theme of the conference is simple: Township Government: Efficient, Empowering and Innovative.

This is the 112th TOI ANNUAL EDUCATIONAL CONFERENCE. The planned conference experience includes networking, exhibitor discussion, and great educational opportunities. Here are some thoughts on why you cannot miss the 2019 event:

1. The conference allows you to think differently about your township and what you can do to improve what is offered in your community.
2. The educational opportunities provide a new and informative approach to your duties as an elected township official.
3. It is a one stop shop event with over 30 exhibitors providing township services.
4. You have an opportunity to meet and network with other similar townships on current issues impacting township government.
5. You can work at changing and improving what you do for your township residents from the experience you have at the 2019 Annual Educational Conference.

The following is a listing of the tentative course titles currently scheduled for the November 2019 Conference.

*(Please note that this list is tentative and subject to change prior to November 2019)*

- "Change" (Sponsored by the Township Clerks Division)
- "Hear Our Voices" (Sponsored by the Township Clerks Division)
- Understanding IMRF
- Dementia Friends Initiative
- TOI Legislative Update
- Best Practices for Meetings and Procedures in Township Government
- Social Media and Township Government "The Do's and Don'ts"
- General Assistance – Overview of the Program
- Public Comment in Township Government and How to Handle It
- A Discussion and Overview of the Township Levy Basics
- Crafting and Connections
- Human Resources and Personnel Manuals in Township Government: Do you have one?
- Budgeting Basics in Township Government
- Ask a Township Attorney Panel – bring your questions!
- Tips for Effectively Managing and Protecting Township Funds
- General Overview of Township Government's Duties and Responsibilities
- Senior Services Toolkit
- Township Cemeteries and How to Handle Them
- Pavement Management in Township Road Districts
- Communication That Works and Communication That Does Not Work in Township Government

- Rental Assistance, Section 8 and Illinois Hardest Hit Programs
- FOIA / OMA in Township Government
- Cyberliability and How it Impacts Township Government
- Highway Commissioners Voluntary Certification (Course A and B only)
- Procurement in Township Government – what is it
- Clerk Attesting a Signature – What is this all about?

The TOI Board of Directors encourage you and your fellow township officials and staff to attend this annual event. Encourage your entire Township Board to attend and register after July 1st!

### 7th Annual TOI FLAG PROGRAM

Make plans today to participate in the 2019 Annual Educational Conference PARADE OF FLAGS. This opportunity showcases the individuality of each township with an opportunity to view their flag in a parade

opening the conference on Monday, November 11, 2019. To participate in the program please email Kayla Jeffers on TOI staff at [kayla@toi.org](mailto:kayla@toi.org). As in past years, each participating township is responsible for their flag and flag stand. After you notify Kayla that you are interested in participating instructions and further details will be provided.



### Conference App 2019 Returns

Download the Conference app to your smart phone or portable device prior to the Conference or stop by the registration desk for assistance. Visit iTunes or Play Store and download the ***Chameleon*** app. After installing the app, search the app for **Township Officials of Illinois within the app** to use the TOI conference app on your mobile device. 

Join us for great food, speakers, entertainment, and more!



State Treasurer Michael Frerichs  
Hosts Local Officials Day at the Illinois State Fair

Saturday, August 17  
11:30 a.m. - 1 p.m.

RSVP at [LocalOfficialsDay19.eventbrite.com](http://LocalOfficialsDay19.eventbrite.com)  
for event tickets no later than August 9.

Illinois State Fairgrounds, Director's Lawn  
801 East Sangamon Avenue, Springfield, IL

All local officials are invited to attend this event.

Program starts at 12 p.m. For questions, contact:  
[THanners@illinoistreasurer.gov](mailto:THanners@illinoistreasurer.gov) or 217.558.3709

Generously sponsored by:  
Township Officials of Illinois, Illinois Municipal League, Illinois Association of County Board Members, and the United Counties Council of Illinois.