

**Central Illinois Municipal  
Clerks Organization  
Annual Meeting**



**Wednesday, October 10, 2018**

**4:30 p.m.**

**Peoria, Illinois**



## **2017-2018 CIMCO OFFICERS**

***PRESIDENT:***

**Morgan Cadwalader**

(East Peoria 309-698-4715)

***VICE PRESIDENT:***

**Jenny Hayden**

(Quincy 217-228-4510)

***SECRETARY:***

**Margaret Hurd**

(Chillicothe 309-294-5518)

***TREASURER:***

**Patricia Brown**

(Washington 309-444-1137)

***IMMEDIATE PAST  
PRESIDENT:***

**Ericka Gillenwater**

(Galesburg 309-345-3611)

**Central Illinois Municipal Clerks Organization**  
**Wednesday, October 10, 2018**  
**4:30 PM**  
**Cyd's in the Park, 5805 N. Knoxville Avenue, Peoria, Illinois**

1. Call to Order by President Morgan Cadwalader
2. Pledge of Allegiance
3. Roll Call of Officers
4. Distribution of Annual Report
5. Approval of Minutes of the Meeting held August 8, 2018
6. Approval of the Treasurer's Report
7. Approval of Report of Officers and Committees as Presented in the Annual Report.
8. Unfinished Business
9. New Business
10. Other Business
11. Recognition of Officers and Members by President
  - A. Recognition of 2017-2018 Officers
    - i. Immediate Past President — Ericka Gillenwater, Galesburg
    - ii. Vice President — Jenny Hayden, Quincy
    - iii. Secretary — Margaret Hurd, Chillicothe
    - iv. Treasurer — Pat Brown, Washington
  - B. Recognition of 2017-2018 Committee Chairs
    - i. Auditing — Angie Huonker, Normal
    - ii. By-Laws — Jenny Hayden, Quincy
    - v. Historian — Susan Trevor, Monmouth

- iv. Legislative Liaison — Janet Gray, Rantoul
- v. Membership — Stefanie Tarr, Peoria
- vi. Mentoring — Lori Lewis, Deer Creek and Vickie Slavik, Westville
- vii. Nomination — Kelli Bennewitz, Galesburg
- viii. Programing — Jenny Hayden, Quincy
- ix. Scholarship — Jenny Hayden, Quincy
- x. Telephone Directory — Kelli Bennewitz, Galesburg
- xi. Yearbook — Sue McMillan, Pekin

C. Recognition of 2017-2018 Hostesses

- i. December 2017 —Kelli Bennewitz and Ericka Gillenwater, Galesburg
- ii. February — Margie Barnes, West Peoria
- iii. April — Angie Huonker, Normal
- iv. June — Jenny Hayden, Quincy
- v. August — Pat Brown, Washington
- vi. October — Beth Ball and Stefanie Tarr, Peoria

D. 2017-2018 President's Award Presentation

12. Election of Officers for 2018-2019

- A. Report of Nominating Committee
- B. Open Nominations from the Floor
- C. Motion to close nominations
- D. Motion to accept slate of officers for 2018-2019 as presented

13.Oath of Office Administered to New Officers

14. Election of Nominating Committee (1st person is chairman)

A. Motion to close nominations

B. Motion to accept Nominating Committee as presented

15. General Announcements

A. Proposed 2018-19 Meeting Schedule:

December 12, 2018

February 13, 2019

April 10, 2019

June 20, 2019

August 14, 2019

October 9, 2019

16. Adjourn

## **AGENDA**

### **Central Illinois Municipal Clerks Organization**

**Wednesday, August 8, 2018**

**12:00 p.m.**

**Washington Historical Society, 105 Zinser Place in Washington**

1. Call to Order by President Morgan Cadwalader
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held June 13, 2018
5. Approval of the Treasurer's Report
6. Unfinished Business
  - a. Back to Basics Committee Update
7. New Business
8. Other Business
  - a. Locations for the 2017-2018 CIMCO upcoming meetings i.  
October 10, 2018 — Peoria, IL
  - b. IML Annual Conference in Chicago, IL — September 20-22, 2018
  - c. MCI Institute & Academy in Springfield, IL — October 14-19, 2018
9. Adjourn to Program — Chief Deputy Director, Mr. Bob Boots, from the Illinois State Archives to discuss Managing Your Records and the Local Records Act

## **2017-2018 CIMCO COMMITTEES**

<b><i>AUDITING:</i></b>	Angie Huonker — Normal
<b><i>BY-LAWS:</i></b>	Jenny Hayden - Quincy
<b><i>HISTORIAN:</i></b>	Susan Trevor — Monmouth
<b><i>MEMBERSHIP:</i></b>	Stefanie Tan - Peoria
<b><i>MENTORING:</i></b>	Lori Lewis - Deer Creek and Vickie Slavis Westville
<b><i>NOMINATING:</i></b>	Kelli Bennewitz — Galesburg, <b>Chair</b>
<b><i>PROGRAM:</i></b>	Jenny Hayden - Quincy
<b><i>PUBLICITY:</i></b>	
<b><i>SCHOLARSHIP:</i></b>	Jenny Hayden - Quincy
<b><i>TELEPHONE DIRECTORY:</i></b>	Kelli Bennewitz — Galesburg
<b><i>LEGISLATIVE LIAISON YEARBOOK</i></b>	Janet Gray – Rantoul  Sue McMillan — Pekin



## **NOTICE OF ELECTION OF OFFICERS**

Notice is hereby given that the Central Illinois Municipal Clerks Organization (CIMCO) will conduct an Election of Officers at its Annual Meeting, to be held on Wednesday, October 10, 2018, 4:30 pm in Peoria, Illinois. The Annual Meeting will be at 4:30 pm with dinner to follow.

Nominations from the floor will be in order for the offices of President, Vice President, Secretary and Treasurer for 2018-19.

Nominators and Candidates must be duly paid members of CIMCO for fiscal year 2018-19, and be a Municipal Clerk, Deputy Clerk or Assistant Clerk.

In the event two or more candidates for an office are nominated, each nominator may give a one to two-minute speech on behalf of their candidate. Candidates may address the assembly no more than two minutes.

The office of President will be voted first, then Vice President, Secretary and lastly, Treasurer.

If there is but one candidate for an office, votes will be voice. If there is more than one candidate for a particular office, votes will be by ballot. The President shall appoint judges to help conduct the election.

Those having questions are encouraged to contact the President at 309-427-7613.

Sincerely,

Morgan Cadwalader  
City Clerk, City of East Peoria  
CIMCO President

Dated September 10, 2018





TO: Morgan Cadwalader  
CIMCO President

FROM: CIMCO Nominating Committee

DATE: September 10, 2018

The Nominating Committee consisting of Kelli Bennewitz, Ericka Gillenwater, and Jenny Hayden served for the year of 2017-2018. We thank you for the opportunity to serve on this committee.

We submit the following slate for your consideration and ask that the Secretary prepare election notices in accordance with the Election Policy for the Central Illinois Municipal Clerks Organization (CIMCO). The election will be held at the Annual Meeting in Peoria on October 10, 2018. The Committee will hear other nominations from the floor in addition to the slate being presented.

President:	Margaret Hurd
Vice President:	Jenny Hayden
Secretary:	Stefanie Tarr
Treasurer:	Pat Brown

Please note that Morgan Cadwalader will occupy the Immediate Past President post without election.

/s/ Kelli R. Bennewitz, Chairman

**CIMCO Annual Treasurer's Report**  
(October 1, 2017 — September 30, 2018)

**REVENUE SUMMARY**

Membership Fees FY 17-18 \$1,645.00, Membership Fees FY 18-19 \$450.00, Interest \$4.66.

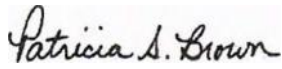
**TOTAL REVENUES: \$2,099.66**

**EXPENDITURE SUMMARY**

Village of Forrest (MCI Institute Scholarship, Lori Kimmel) \$550.00, Holiday Inn & Suites (2019 Back to Basics Deposit) \$1,000.00, City of Washington (Postage Fee for mailing Renewal Membership Applications) \$34.31.

**TOTAL EXPENDITURES: \$1,584.31**

Respectfully submitted,



Date: October 10, 2018

Patricia S. Brown, Treasurer

CIMCO Treasurer's Report  
April 1, 2018 — June 3, 2018)

**CHECKING ACCOUNT**

— Washington Community Bank

**BALANCE ON APRIL 1, 2018** **\$ 15,422.40**

**INCOME**

4/5	Membership Dues	\$ 15.00	
	<b>TOTAL INCOME</b>	\$ 15.00	\$ 15.00

**EXPENSES**

<b>TOTAL EXPENSES</b>	\$ 00.00	\$ 00.00
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**BALANCE ON 6/30/2018** **\$ 15,437.40**

**SAVINGS ACCOUNT**

— Washington Community Bank

**BALANCE ON APRIL 1, 2018** **\$ 9,095.47**

**INCOME**

4/5	Membership Dues	\$ 15.00	
4/30	Interest	\$ .39	
5/31	Interest	\$ .39	
6/29	Interest	\$ .36	
	<b>TOTAL INCOME</b>	\$ 16.14	\$ 16.14

**EXPENSES**

<b>TOTAL EXPENSES</b>	\$ 00.00	\$ 00.00
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**BALANCE ON 6/30/2018** **\$ 9,111.61**

Respectfully submitted,

*Patricia S. Brown*

Patricia S. Brown, Treasurer

Date: August 8, 2018

**CIMCO Treasurer's Report**  
(January 1, 2018 - March 31, 2018)

**CHECKING ACCOUNT** - Washington Community Bank

**BALANCE ON JANUARY 1, 2018** **\$ 15,407.40**

**INCOME**

3/9	Membership Dues	\$ 15.00	
3/23	Transfer from Savings (MCI Institute Scholarship-Lori Kimmel)	\$ 550.00	
	<b>TOTAL INCOME</b>	<b>\$ 565.00</b>	<b>\$ 565.00</b>

**EXPENSES**

3/23	Village of Forrest (Lori Kimmel Scholarship)	\$ 550.00	
	<b>TOTAL EXPENSES</b>	<b>\$ 550.00</b>	<b>\$ 550.00</b>

**BALANCE ON 3/31/2018** **\$ 15,422.40**

**SAVINGS ACCOUNT** - Washington Community Bank

**BALANCE ON JANUARY 1, 2018** **\$ 9,629.27**

**INCOME**

1/31	Interest	\$ .44	
2/28	Interest	\$ .37	
3/9	Membership Dues	\$ 15.00	
3/30	Interest	\$ .39	
	<b>TOTAL INCOME</b>	<b>\$ 16.20</b>	<b>\$ 16.20</b>

**EXPENSES**

3/23	Transfer to Checking (MCI Institute Scholarship-Lori Kimmel)	\$ 550.00	
	<b>TOTAL EXPENSES</b>	<b>\$ 550.00</b>	<b>\$ 550.00</b>

**BALANCE ON 3/31/2018** **\$ 9,095.47**

Respectfully submitted,

*Patricia S. Brown*

Patricia S. Brown, Treasurer

Date: April 11, 2018

**CIMCO Treasurer's Report**  
(October 1, 2017 — December 31, 2017)

**CHECKING ACCOUNT** — Washington Community Bank

**BALANCE ON OCTOBER 1, 2017** **\$ 14,614.90**

**INCOME**

10/16	Membership Dues	\$ 732.50	
11/1	Membership Dues	\$ 30.00	
11/17	Membership Dues	\$ 15.00	
12/4	Membership Dues	\$ 15.00	
	<b>TOTAL INCOME</b>	<b>\$ 792.50</b>	<b>\$ 792.50</b>

**EXPENSES**

	\$ 00.00	
<b>TOTAL EXPENSES</b>	<b>\$ 00.00</b>	<b>\$ 00.00</b>

**BALANCE ON 12/31/2017** **\$ 15,407.40**

**SAVINGS ACCOUNT** — Washington Community Bank

**BALANCE ON OCTOBER 1, 2017** **\$ 8,835.60**

**INCOME**

10/16	Membership Dues	\$ 732.50	
10/31	Interest	\$ .40	
11/1	Membership Dues	\$ 30.00	
11/17	Membership Dues	\$ 15.00	
11/30	Interest	\$ .39	
12/4	Membership Dues	\$ 15.00	
12/29	Interest	\$ .38	
	<b>TOTAL INCOME</b>	<b>\$ 793.67</b>	<b>\$ 793.67</b>

**EXPENSES**

	\$ 00.00	
<b>TOTAL EXPENSES</b>	<b>\$ 00.00</b>	<b>\$ 00.00</b>

**BALANCE ON 12/31/2017** **\$ 9,629.27**

Respectfully submitted,

*Patricia S. Brown*

Patricia S. Brown, Treasurer

Date: April 11, 2018



From: Morgan Cadwalader  
To: CIMCO  
Date: October 2, 2018  
Subject: CIMCO Scholarship Award Information

Hello everyone,

In 2018, the Scholarship Committee received one (1) application for the Ilion Wait Crabel Memorial Scholarship. They are to attend MCI's (Municipal Clerks of Illinois) Institute this month.

The deadline for the application was Friday, June 1, 2018. On June 13, 2018, the applications were given to those present at the June CIMCO meeting in Quincy, IL. Based upon CIMCO's scholarship guidelines, the Scholarship Committee presented the following recommendation to the membership:

Vickie Slavik, full scholarship to attend MCI's Academy.

The Scholarship Committee's recommendation was approved by the CIMCO membership at the June 13, 2018 meeting.



## ***2017-2018 MEETING SCHEDULE***

<b><i>December 13, 2017</i></b>	<b><i>Galesburg - Packinghouse</i></b>
<b><i>February 14, 2018</i></b>	<b><i>West Peoria — Shelton's</i></b>
<b><i>April 11, 2018</i></b>	<b><i>Normal - Medici</i></b>
<b><i>June 13, 2018</i></b>	<b><i>Quincy — Regional Airport</i></b>
<b><i>August 8, 2018</i></b>	<b><i>Washington — Historical Society</i></b>
<b><i>October 10, 2018</i></b>	<b><i>Peoria — Cyd's in the Park</i></b>

## **AGENDA**

### **Central Illinois Municipal Clerks Organization**

**Wednesday, June 13, 2018**

**12:00 PM**

**Quincy Regional Airport, 1645 Highway 104, Quincy, IL 62305**

1. Call to Order by President Morgan Cadwalader
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held February 14, 2018
5. Approval of the Treasurer's Report
6. Unfinished Business
  - a. Back to Basics Committee
7. New Business
  - a. Approve Ilion Wait Crabel Memorial Scholarship Award(s).
8. Other Business/Announcements
  - a. Locations for the 2017-2018 CIMCO upcoming meetings
    - i. August 8, 2018 — Washington, IL
    - ii. October 10, 2018 — Peoria, IL
  - b. IIMC Region VII Seminar, Collinsville, IL — July 19 & 20, 2018
  - c. IML Annual Conference in Chicago, IL — September 20-22, 2018
  - d. MCI Institute & Academy in Springfield, IL — October 14-19, 2018
9. Adjourn to Program



## **AGENDA**

**Central Illinois Municipal Clerks Organization  
Wednesday, April 11, 2018  
5:00 p.m.  
Medici, 120 W. North Street in Normal**

1. Call to Order by President Morgan Cadwalader
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held February 14, 2018
5. Approval of the Treasurer's Report
6. Unfinished Business
7. New Business
  - a. Ilion Wait Crabel Memorial Scholarship Information
8. Other Business
  - a. Locations for the 2017-2018 CIMCO upcoming meetings
    - i. June 13, 2018 — Quincy, IL
    - ii. August 8, 2018 — Washington, IL
    - iii. October 10, 2018 — Peoria, IL
  - b. MCI Spring Seminar in Rock Island, IL — April 19-20, 2018
  - c. IIMC 72nd Annual Conference in Norfolk, VA — May 20-23, 2018
  - d. IIMC Region VII Seiminar, location TBD — July, 2018
  - e. IML Annual Conference in Chicago, IL — September 20-22, 2018
  - f. MCI Institute & Academy in Springfield, IL — October 14-19, 2018
9. Adjourn to Program — Freedom of Information Act ("FOIA")

## **AGENDA**

**Central Illinois Municipal Clerks Organization  
Wednesday, February 14, 2018  
11:30 a.m.  
Shelton's, 2016 W. Farmington Road in West Peoria**

1. Call to Order by President Morgan Cadwalader
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held December 13, 2017
5. Approval of the Treasurer's Report
6. Unfinished Business
7. New Business
  - A. Locations for the 2017-2018 CIMCO meetings
    - a. April 11, 2018 — Normal, IL
    - b. June 13, 2018 — Quincy, IL
    - c. August 8, 2018 — Washington, IL
    - d. October 10, 2018 — Peoria, IL
  - B. MCI Spring Seminar in Rock Island, IL — April 19-20, 2018
  - C. IIMC 72nd Annual Conference in Norfolk, VA — May 20-23, 2018
  - D. IIMC Region VII Seminar, location TBD — July, 2018
  - E. IML Annual Conference in Chicago, IL — September 20-22, 2018
  - F. MCI Institute & Academy in Springfield, IL — October 14-19, 2018
8. Other Business
9. Adjourn

## **AGENDA**

### **Central Illinois Municipal Clerks Organization**

**Wednesday, December 13, 2017**

**4:30 PM**

**The Packinghouse Dining Company, 441 Mulberry Street in Galesburg**

1. Call to Order by Vice President Jenny Hayden
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held October 18, 2017
5. Approval of the Treasurer's Report
6. Unfinished Business
7. New Business
  - A. Locations for the 2017-2018 CIMCO meetings
    - a. December 13, 2017 — Galesburg, IL
    - b. February 14, 2018 — West Peoria, IL (noon meeting)
    - c. April 11, 2018 — Normal, IL
    - d. June 13, 2018 — Quincy, IL
    - e. August 8, 2018 — Washington, IL
    - f. October 10, 2018 — Peoria, IL
  - B. MCI Winter Seminar in Schaumburg, IL - January 18-19, 2018
  - C. MCI Spring Seminar in Rock Island, IL — April 19-20, 2018
  - D. IIMC 72nd Annual Conference in Norfolk, VA — May 20-23, 2018
8. Other Business
9. Holiday Gift Exchange
10. Adjourn

**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION**

**Wednesday, August 8, 2018**

**Washington Historical Society, Washington, Illinois**

**12:00 P.M.**

**CALL TO ORDER**

President Morgan Cadwalader called the meeting to order 12:12 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF OFFICERS**

President Morgan Cadwalader, Treasurer, Pat Brown, Secretary Margaret Hurd and Immediate past President, Ericka Gillenwater were present for roll call. Absent was Vice President Jenny Hayden.

**OTHER MEMBERS OF CIMCO PRESENT:**

Kelli Bennewitz (Galesburg), Beth Ball (Peoria), Margie Barnes (West Peoria), Janet Gray (Rantoul), Kim Leese (Savoy), Angie Huonker (Normal) and Sue McMillan (Pekin).

**GUEST IN ATTENDANCE:**

**None**

**APPROVAL OF THE JUNE 13, 2018 MINUTES**

A motion was made by Pat Brown, seconded by Janet Gray, to approve the June 13, 2018 minutes. The motion carried.

**APPROVAL OF THE TREASURER'S REPORT**

Treasurer Pat Brown distributed a copy of the Third Quarter Treasurer's April 1, 2018 —June 3, 2018. A motion was made by Janet Gray to receive and file the Treasurer's Report, Kelli Bennewitz seconded the motion. Motion carried.

**UNFINISHED BUSINESS**

Beth Ball gave an update on the Back to Basics Seminar that will be held June 13 & 14, 2019. Beth reported that a change in venue had to be made and that the new location for the seminar will be the Holiday Inn & Suites Peoria at Grand Prairie, 7601 N Orange Prairie Road, Peoria, IL 61615.

**NEW BUSINESS APPROVE ILION WAIT CRABEL MEMORIAL SCHOLARSHIP AWARD**

None

**OTHER BUSINESS**

President Morgan Cadwalader announced the following:

Locations for the 2017-2018 CIMCO upcoming meetings

October 10, 2018 in Peoria, IL

IML Annual Conference in Chicago, IL— September 20-22, 2018

MCI Institute & Academy in Springfield, IL — October 14-19, 2018

**ADJOURNMENT**

A motion was made by Ericka Gillenwater, seconded by Kelli Bennewitz to adjourn the meeting at 12:28 p.m. The motion carried.

Following adjournment a program was given by Chief Deputy Director, Mr. Bob Boots from the Illinois State Archives to discuss Managing Your Records and the Local Records Act.

Margaret E. Hurd  
City Clerk, Chillicothe, IL

**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION**

**Wednesday, June 13, 2018**

**Quincy Regional Airport, Quincy, Illinois**

**12:00 P.M.**

**Informational program by Terrance Ward, Airport Director began at Noon.**

**CALL TO ORDER**

President Morgan Cadwalader called the meeting to order 1:34 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF OFFICERS**

President Morgan Cadwalader, Vice President Jenny Hayden, Treasurer, Pat Brown, Secretary Margaret Hurd and Immediate past President, Ericka Gillenwater were present for roll call.

**OTHER MEMBERS OF CIMCO PRESENT:**

Margie Barnes (West Peoria), Stefanie Tarr (Peoria) and Kelli Bennewitz (Galesburg).

**GUEST IN ATTENDANCE:**

**None**

**APPROVAL OF THE FEBRUARY 14, 2018 MINUTES**

A motion was made by Ericka Gillenwater, seconded by Jenny Hayden, to approve the February 14, 2018 minutes. The motion carried.

**APPROVAL OF THE TREASURER'S REPORT**

Treasurer Pat Brown distributed a copy of the Treasurer's Report dated January 1, 2018 — March 31, 2018. A motion was made by Kelli Bennewitz to receive and file the Treasurer's Report, Jenny Hayden seconded the motion. Motion carried.

**UNFINISHED BUSINESS**

President Cadwalader announced that the Back to Basic Committee met. The Back to Basics Seminar will be held June 13 & 14, 2019 at the Quality Inn & Suites, 4112 N Brandywine Dr., Peoria, IL 61614.

**NEW BUSINESS APPROVE ILION WAIT CRABEL MEMORIAL SCHOLARSHIP AWARD**

A motion was made by Pat Brown, seconded by Jenny Hayden to award the Ilion Wait Crabel Memorial Scholarship to Vickie Slavik, City Clerk/Collector from the Village of Westville. The motion carried.

**OTHER BUSINESS**

President Morgan Cadwalader announced the following:

Locations for the 2017-2018 CIMCO upcoming meetings

August 8, 2018 in Washington, IL

October 10, 2018 in Peoria, IL

IIMC Region VII Seminar in Collinsville, IL — July 19-20, 2018

IML Annual Conference in Chicago, **IL** — September 20-22, 2018

MCI Institute & Academy in Springfield, IL — October 14-19, 2018

**ADJOURNMENT**

A motion was made by Ericka Gillenwater, seconded by Kelli Bennewitz to adjourn the meeting at 1:54 p.m. The motion carried.

Margaret E. Hurd

City Clerk, Chillicothe, IL

**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION**

**WEDNESDAY, February 14, 2018**

**Shelton's 2016 W Farmington Rd, West Peoria, IL**

**11:30 A.M.**

**CALL TO ORDER**

President Morgan Cadwalader called the meeting to order at 11:50 a.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF OFFICERS**

President Morgan Cadwalader, Treasurer, Pat Brown, Secretary Margaret Hurd and Immediate past President, Ericka Gillenwater were present for roll call. Absent was Vice President Jenny Hayden.

**OTHER MEMBERS OF CIMCO PRESENT:**

Angie Huonker (Normal), Pat Briggs (Mapleton), Kelli Bennewitz (Galesburg), Margie Barnes (West Peoria), Kim Leese (Savoy), Wendy Hundley (Urbana), Janet Gray (Rantoul), Stephanie Tarr (Peoria), Sue Mc Milian (Pekin) and Beth Ball (Peoria),

**GUEST IN ATTENDANCE:**

April Silver, former West Peoria Clerk

**APPROVAL OF THE December 13, 2017 MINUTES**

A motion was made by Janet Gray, seconded by Angie Huonker, to approve the December 13, 2017 minutes. The motion carried.

**APPROVAL OF THE TREASURER'S REPORT**

Treasurer Pat Brown distributed a copy of the Treasurer's Report dated October 1, 2017 — December 31, 2017. A motion was made by Angie Huonker to receive and file the Treasurer's Report, Ericka Gillenwater seconded the motion. Motion carried.

**UNFINISHED BUSINESS**

No unfinished business was presented.

**NEW BUSINESS/ANNOUNCEMENTS**

President Morgan Cadwalader listed the meeting schedule for 2018 meetings as April 11, 2018 with hosts Normal, June 13, 2018 with hosts Quincy, August 8, 2018 with hosts Washington and October 10, 2018 with hosts Peoria.

President Morgan Cadwalader announced the following seminars:

MCI Spring Seminar in Rock Island, IL—April 19-20, 2018

IIMC 72" Annual Conference in Norfolk, VA — May 20-23, 2018

IIMC Region VII Seminar in Collinsville, IL —July 19-20, 2018

IML Annual Conference in Chicago, IL — September 20-22, 2018

MCI Institute & Academy in Springfield, IL — October 14-19, 2018

**OTHER BUSINESS**

No other business was presented.

**ADJOURNMENT**

A motion was made by Kelli Bennewitz, seconded by Angie Huonker to adjourn the meeting at 12:02 p.m. The motion carried.

Margaret E. Hurd

City Clerk, Chillicothe, IL

**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION**  
**WEDNESDAY, DECEMBER 13, 2017**  
**Packing House Dining Company, Galesburg, IL**  
**4:30 P.M.**

**CALL TO ORDER**

Vice President Jenny Hayden called the meeting to order at 4:30 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF OFFICERS**

Vice President Jenny Hayden, Treasurer Pat Brown, Secretary Margaret Hurd and immediate Past President Ericka Gillenwater were present for roll call. Absent was President Morgan Cadwalader.

**OTHER MEMBERS OF CIMCO PRESENT:**

Sue McMillan (Pekin), Kim Leese (Savoy), Kelli Benewitz (Galesburg), Alison White (Normal) Angie Huonker (Normal), Anita Carlton (Galesburg) and Wendy Barnes.

**APPROVAL OF THE OCTOBER 18, 2017 MINUTES**

A motion was made by Ericka Gillenwater, seconded by Kelli Bennewitz to approve the October 18, 2017 minutes. The motion carried.

**APPROVAL OF THE TREASURER'S REPORT**

Treasurer Pat Brown announced that CIMCO Bylaws state that the Treasurer's Report will be presented quarterly (February, April, August and October). Treasurer Brown gave the following account balances:

Checking: \$15,407.40

Savings: \$9,628.10

**UNFINISHED BUSINESS**

No unfinished business was presented.

**NEW BUSINESS/ANNOUNCEMENTS**

Vice President Jenny Hayden listed the meeting schedule for 2018 meetings as February 4, 2018 with hosts West Peoria, April 11, 2018 with hosts Normal, June 13, 2018 with hosts Quincy, August 8, 2018 with hosts Washington and October 10, 2017 with hosts Peoria.

Vice President Jenny Hayden announced the following seminars:

MCI Winter Seminar in Schaumburg, IL — January 18-19, 2018

MCI Spring Seminar in Rock Island, IL — April 19-20, 2018

IIMC 72' Annual Conference in Norfolk, VA — May 20-23, 2018

**OTHER BUSINESS**

No other business was presented.

**ADJOURNMENT**

A motion was made by Angie Huonker, seconded by Kelli Benewitz to adjourn the meeting at 5:26 p.m. and to hold the holiday gift exchange following dinner. The motion carried.

Margaret E. Hurd  
City Clerk, Chillicothe, IL

**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION**

**Wednesday, October 18 , 2017**

**5:00 P.M.**

**Jonah's Seafood House & Oyster Bar, 2601 N. Main St., East Peoria, Illinois**

**CALL TO ORDER**

Morgan Cadwalader called the meeting to order at 5:22 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF OFFICERS**

President Morgan Cadwalader (East Peoria), Treasurer Pat Brown (Washington), Vice President Jenny Hayden (Quincy), Immediate Past President Ericka Gillenwater (Galesburg) and Secretary April Silver (West Peoria) were present for roll call.

**OTHER MEMBERS OF CIMCO PRESENT**

Janet Gray (Rantoul), Sue McMillan (Pekin), Margaret Hurd (Chillicothe), Kelli Bennewitz (Galesburg), Angie Huonker (Normal), and Stephanie Rice (Peoria).

**DISTRIBUTION OF ANNUAL REPORT**

A motion was made by Ericka Gillenwater to approve the Annual Report. Margaret Hurd seconded the motion. Motion carried. Special thanks was noted for Sue McMillan for her work on the annual report.

**APPROVAL OF THE AUGUST 9, 2017 MINUTES**

A motion was made by Pat Brown to approve the August 9, 2017 minutes. Stephanie Rice seconded the motion. The motion carried.

**APPROVAL OF THE TREASURER'S REPORT**

Treasurer Pat Brown distributed a copy of the Treasurer's Report dated July 1, 2017 - September 30, 2017. Jenny Hayden made a motion to receive and file the Treasurer's Report, Kelli Bennewitz seconded the motion. Treasurer Brown commented that memberships have come in since September 30 which are not reflected in the statement. Sue McMillan noted that Lori Kimmel's (Forest City) name should be corrected to Nancy Widlacki (Fairbury) under the scholarships recipients listed in the annual report on page 10 of the report. A motion to approve the annual report as amended was made by Jenny Hayden, Stephanie Rice seconded the motion. Motion carried.

**APPROVAL OF REPORT OF OFFICERS AND COMMITTEES AS PRESENTED IN THE ANNUAL REPORT**

Janet Gray made a motion to approve the report of officers and committees as presented in the annual report. Jenny Hayden seconded the motion. Motion carried.

**RECOGNITION OF OFFICERS AND MEMBERS**

President Cadwalader recognized the 2016-2017 officers, committee chairs and hostesses. Angie Huonker (Normal) accepted the awards in the absence of Wendy Briggs. President Cadwalader also bestowed the President's Award on Janet Gray, citing Gray's work on the Back to Basics program as invaluable to the attendees as well as to CIMCO.

**ELECTION OF OFFICERS FOR 2017-2018**

Kelli Bennewitz reported for the nominating committee of Sue McMillan, Stephanie Rice and Kelli Bennewitz that the slate of officers presented for the 2017-2018 term would be Immediate Past President Ericka Gillenwater, President Morgan Cadwalader, Vice President Jenny Hayden, Treasurer Pat Brown and Secretary Margaret Hurd. No open nominations from the floor were made. Jenny Hayden made a motion to close nominations. Ericka Gillenwater seconded the motion. Motion carried. April Silver made a motion to accept the slate of officers for 2017-2018 as presented. Kelli Bennewitz seconded the motion. Motion carried.

Ericka Gillenwater conducted the oath of office for Pat Brown, Jenny Hayden, Margaret Hurd and Morgan Cadwalader.

**ELECTION OF NOMINATING COMMITTEE 2017-2018**

Janet Gray made a motion to nominate Kelli Bennewitz as chair of the nominating committee. Pat Brown seconded the motion. Motion carried. Janet Gray made a motion to nominate Ericka Gillenwater to the nominating committee. Pat Brown seconded the motion. Motion carried. Ericka Gillenwater made a motion to nominate Jenny Hayden to the nominating committee. Stephanie Rice seconded the motion. Motion carried.



Kelli Bennewitz made a motion to close nominations. Jenny Hayden seconded the motion. Motion carried.  
Margaret Hurd made a motion to accept the nominating committee as presented. Pat Brown seconded the motion. ---  
Motion carried.

President Cadwalader read the proposed meeting schedule, noting these were the second Wednesdays of the month. Kelli Bennewitz proposed Galesburg host the December meeting. A comment was made regarding keeping the February meeting as a lunch time meeting in order to accommodate schedules for the holiday. Stephanie Rice accepted on behalf of the City of Peoria to host the October meeting in conjunction with the Back to Basics meeting. The meeting schedule currently stands as:

December 13, 2017  
February 14, 2018  
April 11, 2018  
June 13, 2018  
August 8, 2018  
October 10, 2018

**ADJOURNMENT**

A motion to adjourn was made by Jenny Hayden, seconded by Stephanie Rice to adjourn the meeting at 5:52 p.m. The motion carried.

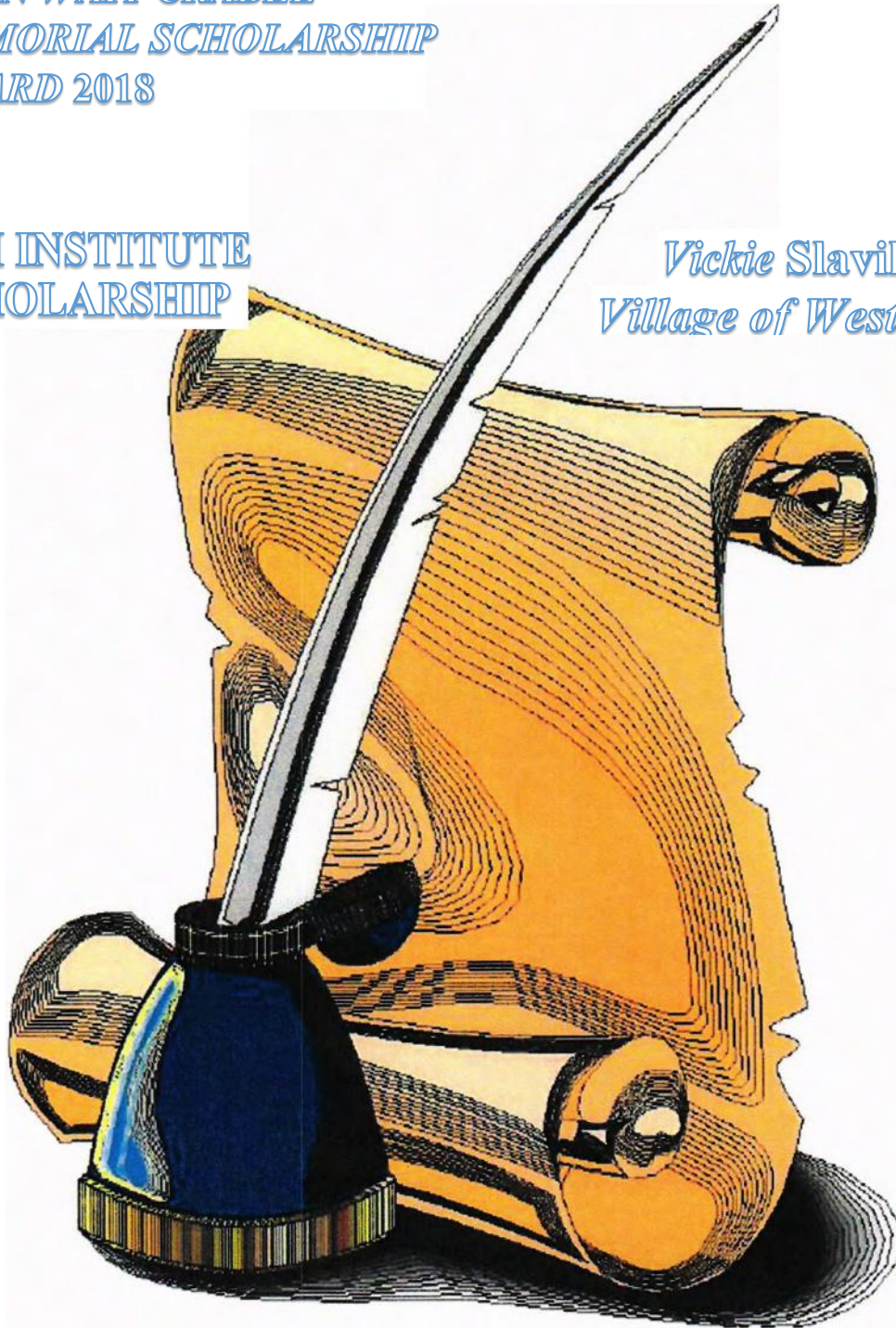
**Respectfully Submitted,**

**April L. Silver**  
**City Clerk, West Peoria, IL**

*ILION WAIT CRABEL  
MEMORIAL SCHOLARSHIP  
AWARD 2018*

*MCI INSTITUTE  
SCHOLARSHIP*

*Vickie Slavik  
Village of Westville*



## *PAST PRESIDENTS*

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<i>1988-1989</i> .....	Mary Haynes	Peoria
<i>1989-1990</i> .....	Anita Carlton	Galesburg
<i>1990-1991</i> .....	Carol Moss	Washington
<i>1991-1992</i> .....	Theresa Kehl	Assumption
<i>1992-1993</i> .....	Sharon Crabel	Chillicothe
<i>1993-1994</i> .....	Penny Bright	Delavan
<i>1994-1995</i> .....	Janet Winship	Cuba
<i>1995-1996</i> .....	Sandra Murphy	Kewanee
<i>1996-1997</i> .....	Cheryl Lehman	Forsyth
<i>1997-1998</i> .....	David Fever	El Paso
<i>1998-2000</i> .....	Phyllis Clark	Urbana
<i>2000-2001</i> .....	Sue McMillan	Pekin
<i>2001-2002</i> .....	Janet Myers	Danville
<i>2002-2003</i> .....	Janet Myers	Danville
<i>2003-2005</i> .....	Susan Bachman	Roanoke
<i>2005-2006</i> .....	Beth Ball	Peoria
<i>2006-2007</i> .....	Paula Smart	East Peoria
<i>2007-2008</i> .....	Paula Smart	East Peoria
<i>2008-2009</i> .....	Kathy Mizer	Forsyth
<i>2009-2010</i> .....	Karla Daubs	Mason City
<i>2010-2011</i> .....	Kelli Bennewitz	Galesburg
<i>2011-2012</i> .....	Kelli Bennewitz	Galesburg
<i>2012-2014</i> .....	Janet Gray	Rantoul

<b>2014-2015</b> .....	Ericka Gillenwater	Galesburg
<b>2015-2016</b> .....	Ericka Gillenwater	Galesburg
<b>2016-2017</b> .....	Morgan Cadwalader	East Peoria
<b>2017-2018</b> .....	Morgan Cadwalader	East Peoria



## **HONORARY MEMBERS**

*Ilion Crabel*

*Robert Arnold*

*Vicki Crum*

*Marianne Edwards*

*Earlene Nelson*

*Joan Steffen*

*Cheryl Lehman*

*Sharon Gibson*

*Norma Graves*

*Juanita Josserand*

*Cindy Cody*

*Joyce Hopping*

*Patricia Ehrhart*

*Sandra Murphy*

*Anita Carlton*

*Carol Moss*

*Berta Veona Dinkins*

*Nancy Whites*

*Ann Frels*

*Mary Haynes*

*Janet Myers*

*Paula Smart*

*Kathy Mizer*

*Sharon Crabel*

*Linda Swartz*

*Chillicothe - Charter Member (deceased)*

*East Peoria - Charter Member*

*Marquette Heights - Charter Member*

*Normal - Charter Member (deceased)*

*Bloomington - Charter Member*

*Goodfield - Charter Member*

*Forsyth (2002)*

*Bloomington (2002) (deceased)*

*Springfield (2003)*

*Lincoln (2003)*

*Springfield (2003)*

*Galesburg - Charter Member (2003)*

*Neoga (2003)*

*Kewanee (2005)*

*Galesburg (2009)*

*Washington (2009)*

*East Peoria (2010)*

*Canton (2010)*

*Normal (2011)*

*Peoria (2012)*

*Danville (2013)*

*East Peoria (2013)*

*Forsyth (2014)*

*Chillicothe (2014)*

*Decatur (2015)*



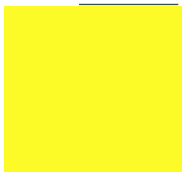
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***HONORARY MEMBERS***

<i>Tracey Covert</i>	<i>Bloomington (2015)</i>
<i>Carole Stephens</i>	<i>West Peoria (2015)</i>
<i>Wendy Briggs</i>	<i>Normal (2017)</i>
<i>Phyllis Clark</i>	<i>Urbana (2017)</i>
<i>Karla Daubs</i>	<i>Mason City (2017)</i>



## ***PRESIDENTIAL AWARD***

1989 .....	Carol Moss Robert Arnold Berta Dinkins. East Peoria	Washington
1990 .....	Mary Haynes	Peoria
1991 .....	Penny Bright	Delavan
1992 .....	Anita Carlton	Galesburg
1993 .....	Theresa Kehl	Assumption
1994 .....	Sharon Crabel	Chillicothe
1995 .....	Melodee Rudolph	Lewistown
1996 .....	Guydeen Roos	Peoria
1997 .....	Melanie Riggs	Lincoln
1998 .....	Melanie Riggs	Lincoln
1999 .....	Sue McMillan	Pekin
2000 .....	Beth Ball Joyce Hopping	Peoria Galesburg
2001 .....	Melanie Riggs	Lincoln
2002 .....	Mary Haynes	Peoria
2003 .....	Berta Dinkins Carol Moss	East Peoria Washington
Honorable Mention .....	Paula Smart	East Peoria
2004 .....	Janet Myers	Danville
2005 .....	Phyllis Clark	Urbana
2006 .....	Paula Smart	East Peoria
2007 .....	Kathy Mizer	Forsyth
2008 .....	Janet Myers	Danville
2009.....	Kelli Bennewitz	Galesburg
2010 .....	Mary Haynes	Peoria
2011 .....	Janet Myers	Danville
2012 .....	Beth Ball	Peoria

2013.....	Kelli Bennewitz Janet Myers	Galesburg Danville
2014.....	Sue McMillan	Pekin
2015.....	Janet Gray	Rantoul
2016.....	Morgan Cadwalader	East Peoria
2017.....	Janet Gray	Rantoul



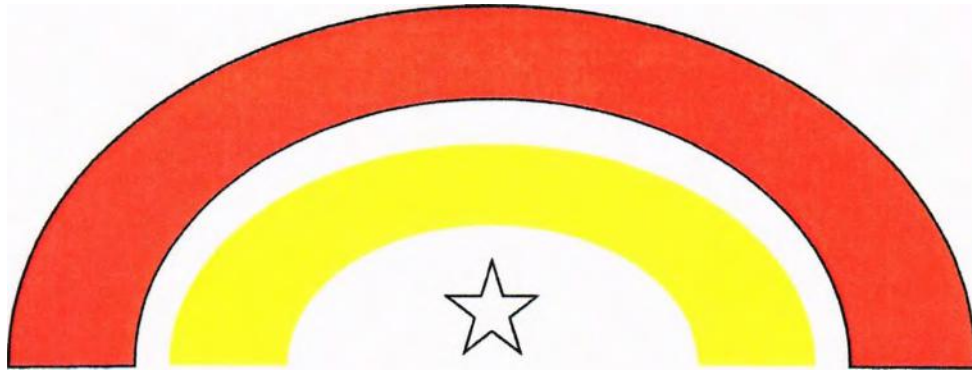
# CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION CHARTER MEMBERS

Chartered September 8, 1998 and November 9, 1988

1. Penny L. Bright - City of Delavan
2. Mary L. Haynes - City of Peoria \*
3. Harriett Anderson - Village of Morton \*
4. Chris Pitts - Village of Bayview Gardens \*
5. Robert L. (Lindy) Arnold - City of East Peoria \*
6. Veona (Berta) Dinkins - City of East Peoria \*
7. Wendelbyn Briggs - City of Normal \*
8. Marianne Edwards - City of Normal \*\*
9. Margaret Quinley - City of Lexington \*
10. Camilla Winterland - City of Chenoa \*
11. Nancy Whites - City of Canton \*
12. Anita Carlton - City of Galesburg \*
13. Susan Cramer - City of Peoria (not with city)
14. Vicki Crum - Village of Marquette Heights \*
15. Patricia Ehrhart - Neoga \*
16. Marion Swendsen - Village of Peoria Heights \*
17. Lucille Gibson - City of Macomb \*\*
18. Adela M. Foster - Village of Maquon \*\*
19. Margaret J. Anderson - City of Gibson \*\*
20. Phyllis Sands - City of Decatur \*\*
21. Linda Granger - City of Carthage \*
22. Francis Welch - City of Colchester \*
23. Joyce A. Hopping - City of Galesburg \*
24. Ruth Gaskell - City of Marquette Heights \*
25. Joan Steffen - City of Goodfield \*
26. Sandy Lancaster - City of Minier \*
27. Mary Howerter - City of Havana \*
28. Carol Moss - City of Washington \*
29. Ilion Crabel - City of Chillicothe \*\*
30. Sharon Crabel - City of Chillicothe \*
31. Earlene Nelson - City of Bloomington \*
32. Elmo C. Ferrenburg - City of Monmouth \*
33. Lydia West - City of Monmouth \*

\* retired

\*\* deceased



**Est. 1988**

# **CIMCO**

***FRIENDSHIP  
SUPPORT  
GROWTH***

***PROFESSIONALISM  
ALLEGIANCE  
KNOWLEDGE***

***"WE FORM THIS ORGANIZATION FOR THE SAKE OF FRIENDSHIP AND SUPPORT, AND TO PROMOTE PERSONAL GROWTH AND PROFESSIONALISM; WE OFFER OUR ALLEGIANCE TO OUR COUNTRY, OUR MUNICIPALITIES AND TO CIMCO AND PLEDGE TO SEEK KNOWLEDGE-OF THE WORLD AROUND US; OF OUR OFFICES, AS WELL AS OR OURSELVES- FOR THE GREATER GOOD FOR ALL."***



**Janet Gray serving on the IIMC Conference Committee and will be voting in the site for the 2013 Conference!**

**Ilion Wait Crabel Memorial Scholarship awarded to Vickie Slavik City Clerk/ Collector from the Village of Westville!**

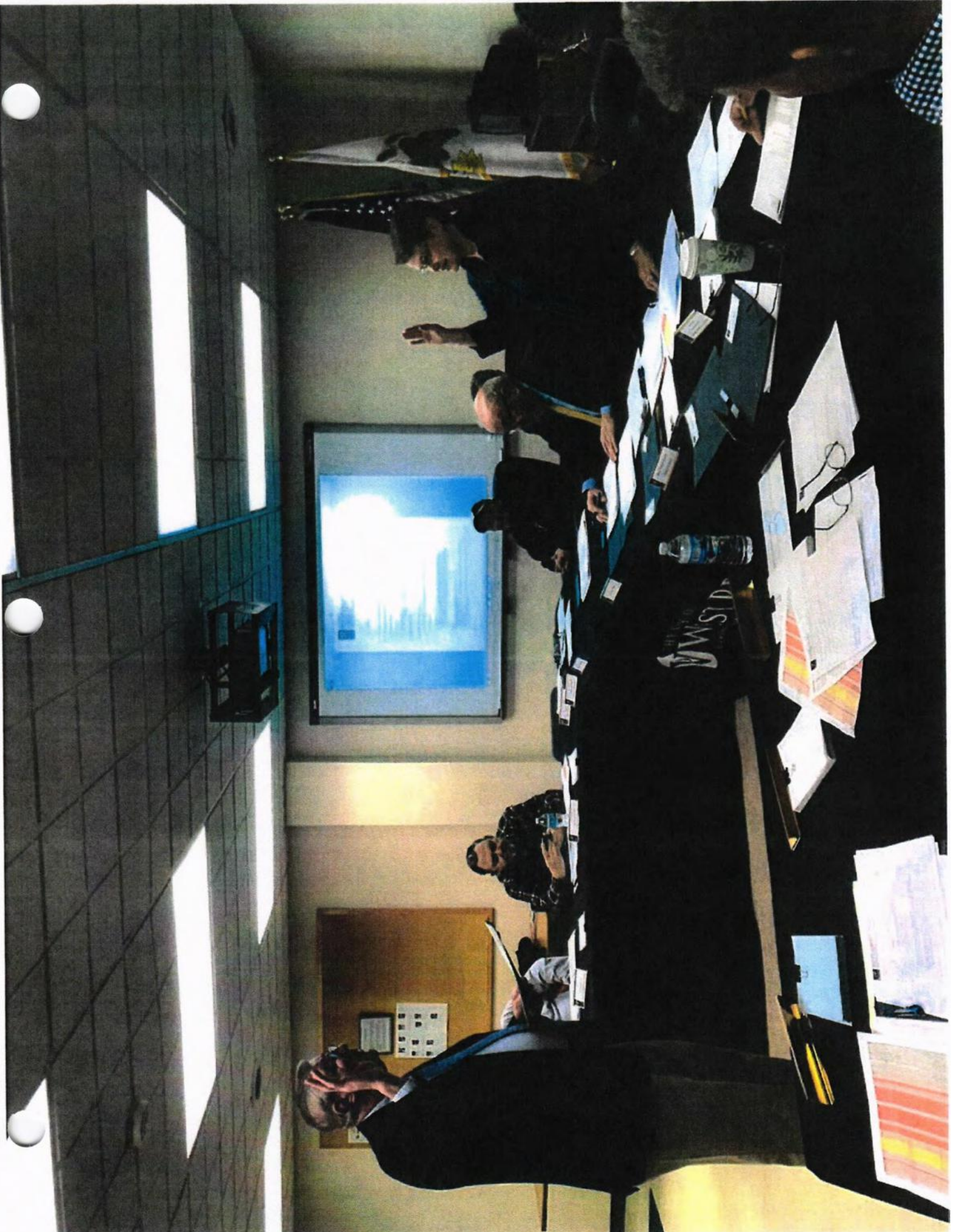
**CIMCO President's Award Janet Gray — for her work on Back to Basics Program**

**Lisa Monson, Danville MCI District 6 Director**

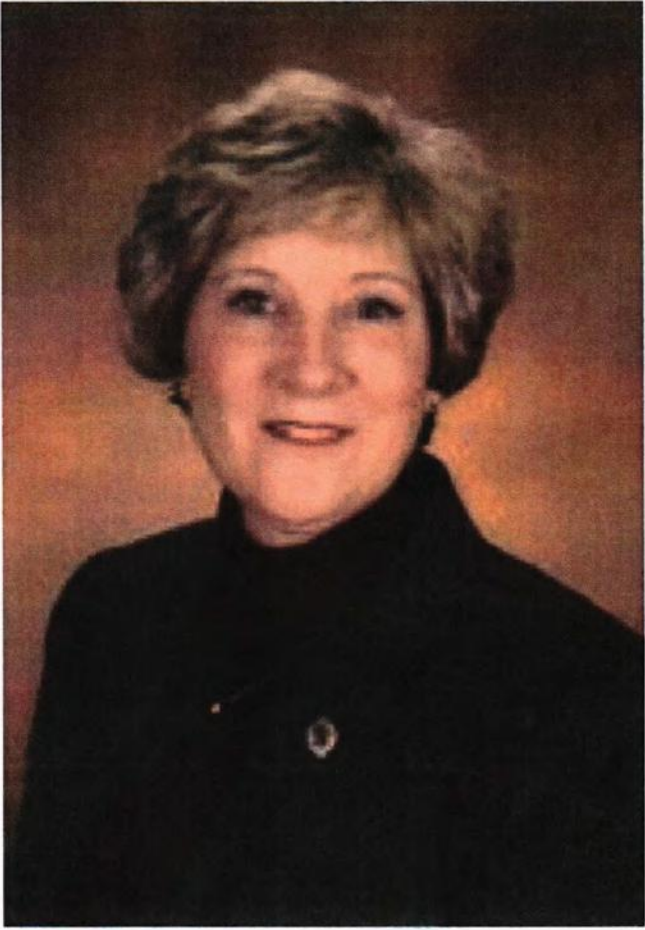
**Jenny Hayden, Quincy MCI Treasurer**

**Stefanie Tarr, City of Peoria Registered Municipal Clerk**

**Jenny Hayden, Quincy Master Municipal Clerk**







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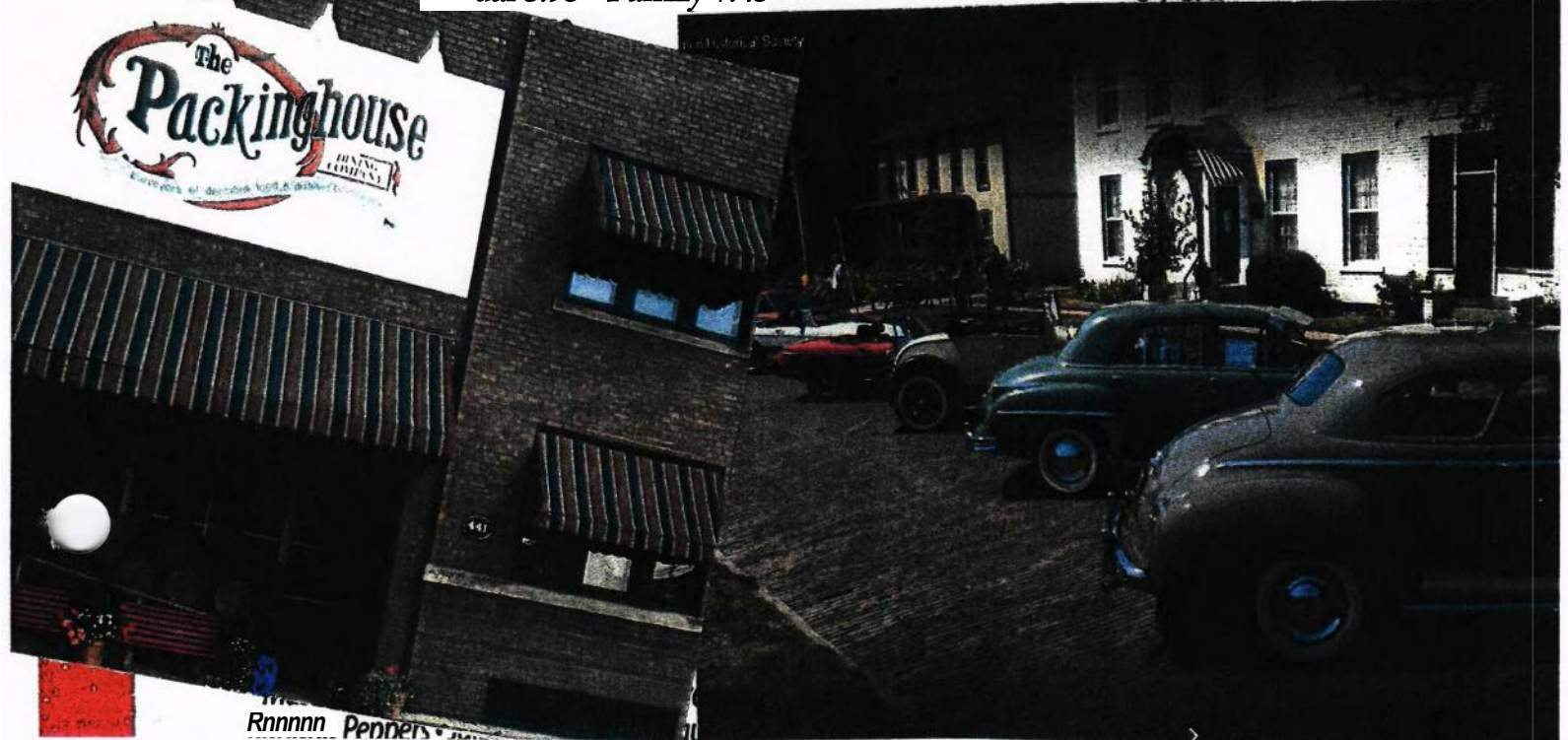
HOME

DIRECTIONS TO



# SALADS

ual 3.95 • Family 7.45



Rnnnn Penners

