



SPOTLIGHT



CIMCO ANNUAL MEETING

Wednesday,
October 9, 2019
5:00pm
Peoria, Illinois

Central Illinois Municipal Clerks Organization
Wednesday, October 9, 2019
5:00 PM
Jim's Steakhouse, 110 SW Jefferson Avenue,
Peoria, Illinois

1. Call to Order by President Margaret Hurd
2. Pledge of Allegiance
3. Roll Call of Officers
4. Distribution of Annual Report
5. Approval of Minutes of the Meeting held August 14, 2019
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 2018-2019 Officers
 - i. Immediate Past President — Morgan Cadwalader, East Peoria
 - ii. Vice President — Jenny Hayden, Quincy
 - iii. Secretary — Stefanie Tarr, Peoria
 - iv. Treasurer — Pat Brown, Washington
 - B. Recognition of 2018-2019 Committee Chairs
 - i. Auditing — Beth Ball, Peoria
 - ii. By-Laws — Morgan Cadwalader, East Peoria

- iii. Historian — Susan Trevor, Monmouth
- iv. Legislative Liaison — Janet Gray - Rantoul
- v. Membership — Kim Leese, Savoy
- vi. Mentoring — Susan McMillan, Pekin
- vii. Nomination — Kelli Bennewitz, Galesburg
- viii. Programing — Jenny Hayden, Quincy
- ix. Publicity — Stefanie Tarr, Peoria
- x. Scholarship — Janet Gray, Rantoul
- xi. Telephone Directory — Kelli Bennewitz, Galesburg
- xii. Yearbook — Sue McMillan, Pekin

C. Recognition of 2018-2019 Hostesses

- i. December 2018 —Kelli Bennewitz and Ericka Gillenwater, Galesburg
- ii. February — Margie Barnes, West Peoria
- iii. April — Angie Huonker, Normal
- iv. June — Back to Basics Seminar, Peoria
- v. August — Wendy Hundley, Urbana
- vi. October — Beth Ball, Peoria

D. 2018-2019 - President's Award Presentation

12. Election of Officers for 2019-2020

- A. Report of Nominating Committee
- B. Open Nominations from the Floor
- C. Motion to close nominations

D. Motion to accept slate of officers for 2019-2020 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 2019-2020 Meeting Schedule:
December 11, 2019 - Chillicothe
February 12, 2020
April 8, 2020
June 10, 2020
August 12, 2020
October 14, 2020

16. Adjourn



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, AUGUST 14, 2019
Toro Loco
1601 North Cunningham Avenue
Urbana, Illinois**

CALL TO ORDER

President Margaret Hurd called the meeting to order at 5:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

President Margaret Hurd, Immediate Past President Morgan Cadwalader, Treasurer Pat Brown, and Secretary Stefanie Tarr were present for roll call. Absent was Vice President Jenny Hayden.

OTHER MEMBERS OF CIMCO PRESENT:

Kelli Bennewitz (Galesburg), Phyllis Clark (Retired — Urbana), Wendy Hundley (Urbana), Angie Huonker (Normal), Kim Leese (Savoy), Kay Meharry (Urbana), Sue McMillan (Pekin), Connie Rhoden (Georgetown), Susan Trevor (Monmouth).

GUESTS IN ATTENDANCE:

Aaron Ammons, Champaign County Clerk and Illinois State Representative Carrol Ammons.

PRESENTATION BY CHAMPAIGN COUNTY CLERK AARON AMMONS

County Clerk Aaron Ammons provided a presentation regarding the Champaign County Clerk's Office, stating he was sworn in to office on December 2018. He provided an overview of the duties of the County Clerk and remarked on recent outreach and education efforts made by the office.

Presentation ended at 5:30 p.m.

County Clerk Ammons and State Representative Ammons left the meeting at 5:32 P.M.

APPROVAL OF THE JUNE 20, 2019, MINUTES

Motion was made by Angie Huonker, seconded by Kelli Bennewitz to approve the June 20, 2019, minutes. Motion carried.

APPROVAL OF THE TREASURER'S REPORT

Treasurer Pat Brown distributed a copy of the Third Quarter Treasurer's April 1, 2019 — June 30, 2019. Motion was made by Kelli Bennewitz to receive and file the Treasurer's Report, seconded by Angie Huonker. Motion carried.

REPORT OF OFFICERS AND COMMITTEES

a. Nominating Committee

President Hurd said she had received letter of resignation from Angie Huonker from the Nominating Committee. She said Angie Huonker would be removed from the Nominating Committee and placed on the Slate of Officers for Vice President.

Kelli Bennewitz reviewed the Slate of Officers for President, Vice President, Secretary, Treasurer and Immediate Past President. She said if there were additional nominations to contact herself of Diana Pavley-Rock. She said elections would take place at the annual meeting in October.

The current nominations were listed as follows:

President	Margaret Hurd
Vice-President	Angie Huonker
Treasurer	Pat Brown
Secretary	Stefanie Tarr
Immediate Past President	Jenny Hayden

b. Membership Committee

Kim Leese provide an update on CIMCO's membership noting that she had sent MCI District 6 letters to non-MCI members. She said she included CIMCO Applications in those letters as well. She said she was able to capture a few more members for CIMCO in those efforts.

c. Scholarship Committee

President Hurd read an email from the Chair of the Scholarship Committee Janet Gray that outlined the Committee's efforts. She reported that a total of five applications were received for the Ilion Wait Crabel Memorial Scholarship and the Committee determined to recommend scholarships to Margie Barnes of West Peoria and Jayne Custodio of San Joe to attend Institute and Academy in October 2019.

OLD BUSINESS

None.

NEW BUSINESS

a. Approve Ilion Wait Crabel Memorial Scholarship Award

Motion was made by Kim Leese to award the Ilion Wait Crabel Memorial Scholarship Award to Margie Barnes of West Peoria and Jayne Custodio of Jan Jose; seconded by Angie Huonker. Motion carried.

ANNOUNCEMENTS

- A. IIMC Region VII Meeting — September 7 - 8, 2019 — St. Charles, MO**
- B. IML Annual Conference — September 19-21, 2019 — Chicago, IL**
- C. MCI Institute & Academy — October 13-18, 2019 — Springfield, IL**
- D. CIMCO Annual Meeting — October 9, 2019 — Peoria, IL**

President Hurd reviewed the upcoming events. She said she would be attending the Region VII event at St. Charles, Missouri on September 7, 2019. Angie Huonker said she was registered for the MCI Institute and Academy in October.

President Hurd announced that the next CIMCO Meeting would be the annual meeting scheduled for October 9, 2019, at Jim's Steakhouse in Peoria, Illinois at 5:00 P.M.

OTHER BUSINESS

There was no other business to come before the membership.

ADJOURNMENT

Motion was made by Pat Brown, seconded by Susan Trevor to adjourn the meeting at 5:45 P.M. The motion carried.

Stefanie Tarr
Chief Deputy City Clerk, Peoria, Illinois

CIMCO Treasurer's Report

(October 1, 2018 — December 31, 2018)

CHECKING ACCOUNT — Washington Community Bank

BALANCE ON OCTOBER 1, 2018 **\$ 14,628.09**

INCOME

10/9	Membership Dues (2018/2019)	\$ 495.00	
10/19	Membership Dues	\$ 30.00	
11/13	Membership Dues	\$ 30.00	
11/20	Membership Dues	\$ 15.00	
	TOTAL INCOME	\$ 570.00	\$ 570.00

EXPENSES

10/3	Classique Signs & Engraving (President's Plaque)	\$ 59.40	
	TOTAL EXPENSES	\$ 59.40	\$ 59.40

BALANCE ON 12/31/2018 **\$ 15,138.69**

SAVINGS ACCOUNT — Washington Community Bank

BALANCE ON OCTOBER 1, 2018 **\$ 9,337.76**

INCOME

10/9	Membership Dues (2018-2019)	\$ 495.00	
10/19	Membership Dues	\$ 30.00	
10/31	Interest	\$.44	
11/13	Membership Dues	\$ 30.00	
11/20	Membership Dues	\$ 15.00	
11/30	Interest	\$.41	
12/31	Interest	\$.42	
	TOTAL INCOME	\$ 571.27	\$ 571.27

EXPENSES

TOTAL EXPENSES	\$ 00.00	\$ 00.00
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BALANCE ON 12/31/2018 **\$ 9,909.03**

Respectfully submitted,

Patricia S. Brown

Date: February 13, 2019

Patricia S. Brown, Treasurer

CIMCO Treasurer's Report
(January 1, 2019 — March 31, 2019)

CHECKING ACCOUNT — Washington Community Bank

BALANCE ON JANUARY 1, 2019 **\$ 15,138.69**

INCOME

1/14	Basics Sponsorship	\$	300.00	
1/23	Basics Sponsorship	\$	300.00	
1/25	Basics Sponsorships	\$	600.00	
2/6	Basics Sponsorships	\$	600.00	
3/8	Basics Sponsorship	\$	300.00	
	TOTAL INCOME	\$	2,100.00	\$ 2,100.00

EXPENSES

		\$	00.00	
	TOTAL EXPENSES		00.00	00.00

BALANCE ON 3/31/2019 **\$ 17,238.69**

SAVINGS ACCOUNT — Washington Community Bank

BALANCE ON JANUARY 1, 2019 **\$ 9,909.03**

INCOME

1/31	Interest		.42	
2/28	Interest		.38	
3/29	Interest		.39	
	TOTAL INCOME	\$	1.19	\$ 1.19

EXPENSES

	TOTAL EXPENSES		00.00	\$ 00.00
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BALANCE ON 3/31/2019 **\$ 9,910.22**

Respectfully submitted,

Patricia S. Brown

Date: April 10, 2019

Patricia S. S. Brown, Treasurer

CIMCO Treasurer's Report

(April 1, 2019 — June 30, 2019)

CHECKING ACCOUNT — Washington Community Bank

BALANCE ON APRIL 1, 2019 **\$ 17,238.69**

INCOME

4/11	Basics Sponsorships(\$600) Registrations(\$1,050)	\$ 1,650.00	
5/15	Basics Sponsorships(\$900) Registrations(\$1,425)	\$ 2,325.00	
6/6	Basics Registrations	\$ 2,550.00	
6/13	Basics Sponsorships(\$500) Registrations(\$450)	\$ 950.00	
	TOTAL INCOME	\$ 7,475.00	\$ 7,475.00

EXPENSES

6/13	Basics Reimbursement (City of Polo)	\$ 75.00	
6/13	Basics Venue (Holiday Inn & Suites)	\$ 5,492.97	
6/14	Basics Partial Reimbursement (City of Freeport)	\$ 50.00	
6/20	Debra Tidwell (Basics Scholarship-Mary Haynes)	\$ 100.00	
6/20	Pat Hutson (Basics Scholarship-Mary Haynes)	\$ 100.00	
	TOTAL EXPENSES	\$ 5,817.97	\$ 5,817.97

00.00

BALANCE ON 6/30/2019 **\$ 18,895.72**

SAVINGS ACCOUNT — Washington Community Bank

BALANCE ON APRIL 1, 2019 **\$ 9,910.22**

INCOME

4/30	Interest	\$.43	
5/31	Interest	\$.42	
6/28	Interest	\$.38	
	TOTAL INCOME	\$ 1.23	\$ 1.23

EXPENSES

	TOTAL EXPENSES	\$ 00.00	\$ 00.00
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BALANCE ON 6/30/2019 **\$ 9,911.45**

Respectfully submitted,

Patricia S. Brown

Patricia S. Brown, Treasurer

Date: August 14, 2019

2018-2019 CIMCO COMMITTEES

AUDITING:	Beth Ball - Peoria Angie Huonker — Normal
BY-LAWS:	Morgan Cadwalader — East Peoria
HISTORIAN:	Susan Trevor — Monmouth
MEMBERSHIP:	Kim Leese — Savoy
MENTORING:	Sue McMillan — Pekin, Chair Beth Ball — Peoria
NOMINATING:	Kelli Bennewitz — Galesburg, Chair Angie Huoniker — Normal (resigned) Diana Pavly-Rock — Canton
PROGRAM:	Jenny Hayden - Quincy
PUBLICITY:	Stefanie Tarr — Peoria Sue McMillan — Pekin
SCHOLARSHIP	Janet Gray — Rantoul, Chair Wendy Hudley — Urbana
:	Review by Morgan Cadwalader Kelli Bennewitz — Galesburg
TELEPHONE	
LEGISLATIVE	Janet Gray — Rantoul
LIAISON	
YEAR BOOK	Sue McMillan — Pekin



CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION

Margaret E. Hurd, Chillicothe City Clerk

908 N SECOND ST., PO BOX 145, CHILLICOTHE, IL 61523 (309)274-5518

November 12, 2018

This is the first official month of my term as CIMCO president. We just had a very well attended Annual Meeting in Peoria (hosted by Beth Ball and Stephanie Tarr). Thank you, Morgan and the board for a great job last year. At that meeting, Past President Morgan Cadwalader presented Erika Gillenwater the President's Award in recognition of her work with CIMCO. Congratulations Erika! I would also like to congratulate CIMCO member and Past President, Janet Gray for receiving the 2018 Ilion Crabel Member of the Year Award at the Municipal Clerks of Illinois annual meeting in October.

My first duties were to set up committees and meeting locations. I would like to thank everyone who has agreed to serve on a committee or host a meeting.

2019 will be a busy year as we focus on our Back to Basics seminar in Peoria to be held in June. This seminar is a great educational opportunity to all our new Clerks. I would like to encourage all of you to reach out to any newly elected or appointed Clerks in your area and invite them to the seminar. CIMCO is an incredible organization of experienced & dedicated Clerks who are always willing to help their fellow Clerks so when it comes time to volunteer or participate at the BTB seminar, don't be shy!

I would like to thank everyone for putting their trust in me to serve as your President. I am honored to represent an organization that continues to promote professional development in its field.

Sincerely,

Margaret E. Hurd
President

Town of



Normal

Office of the Town Clerk

DATE: September 16, 2019
TO: CIMCO Membership
FROM: CIMCO Audit Committee
RE: Annual Audit Report - FY2017-18

In accordance with Rule 5(c) of the Standing Rules adopted by the Central Illinois Municipal Clerk's Organization, an audit of the accounts of the Treasurer has been completed for the fiscal year ended September 30, 2018.

The Report is as follows:

Checking Account in the Washington Community Bank

Beginning Balance - <i>October 1, 2017</i>	\$	14,614.90
Receipts	\$	1,597.50
Disbursements	\$	(1,584.31)
Ending Balance - <i>September 30, 2018</i>	\$	14,628.09

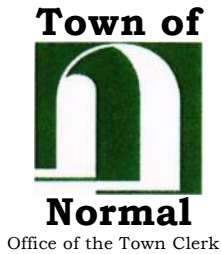
Savings Account in the Washington Community Bank

Beginning Balance - <i>October 1, 2017</i>	\$	8,835.60
Receipts	\$	1,047.50
Disbursements	\$	(550.00)
Interest Earned	\$	4.66
Ending Balance - <i>September 30, 2018</i>	\$	9,337.76

Upon a complete review of the financial information provided, we find the account balances to be in good order.

Respectfully Submitted,

Angie Huonker, City Clerk
CIMCO Audit Committee



DATE: January 11, 2019
 TO: CIMCO Membership
 FROM: CIMCO Audit Committee
 RE: Annual Audit Report - FY2016-17

In accordance with Rule 5(c) of the Standing Rules adopted by the Central Illinois Municipal Clerk's Organization, an audit of the accounts of the Treasurer has been completed for the fiscal year ended September 30, 2017.

The Report is as follows:

Checking Account in the Washington Community Bank

Beginning Balance - <i>October 1, 2016</i>	\$	8,227.31
Receipts	\$	11,625.00
Disbursements	\$	(5,237.41)
Ending Balance - <i>September 30, 2017</i>	\$	14,614.90

Savings Account in the Washinton Community Bank

Beginning Balance - <i>October 1, 2016</i>	\$	8,541.00
Receipts	\$	1,540.00
Disbursements	\$	(1,250.00)
Interest Earned	\$	4.60
Ending Balance - <i>September 30, 2017</i>	\$	8,835.60

Upon a complete review of the financial information provided, we find the account balances to be in good order.

Respectfully Submitted,

Angie Huonker, City Clerk
 CIMCO Audit Committee

OFFICE OF THE CITY CLERK
CITY OF EAST PEORIA
MORGAN R. CADWALADER

CITY HALL
401 W. WASHINGTON ST.
EAST PEORIA, IL 61611

PHONE (309) 427-7613
FAX (309) 698-4747

TO: Margaret Hurd, CIMCO President
CIMCO Members

FROM: CIMCO By-Laws Committee
Morgan Cadwalader, Chairperson — East Peoria

DATE: September 25, 2019

RE: 2019 Annual By-Laws Committee Report

The Committee did not make any revisions or recommendations to the By-Laws this past year.

We thank you for allowing us to serve you.

TO: Margaret Hurd, CIMCO President
CIMCO Members

FROM: CIMCO By-Laws Committee
Jenny Hayden, Chairman — Quincy

Date: October 2, 2019

RE: 2019 Annual By-Laws Committee Report

The Committee did not make any revisions or recommendations to the By-Laws this past year.

We thank you for allowing us to serve you.



Central Illinois Municipal Organization

MEMBERSHIP

It has been my pleasure to serve as the 2018-19 Membership Committee Chair. We had 53 paid members this year. Over 120 CIMCO membership forms were sent to non CIMCO members. Numerous email blasts and other communications have been sent to potential CIMCO members. Hopefully, membership should increase for the 2019-20 year because some of the contact made was late in the CIMCO membership year.

Membership helped get the word out for the Back-to-Basics Seminar. A special thank you to Kelli Bennewitz, Galesburg City Clerk, and Beth Ball, Peoria City Clerk, for all their hard work making it successful, as well as the CIMCO officers and committee chairs.

Lastly, I would like to thank Morgan Cadwalader, Jenny Hayden, Stefanie Tarr and Pat Brown for their leadership this past year. They were always there to answer an email or a call. Their dedication to this organization and all of the hours they have put in to make this year successful is commendable.

Respectfully submitted,

Kim Leese

Kim Leese, CMC
Membership Committee Chair

PRESIDENT
Joan E. Dykstra

TRUSTEES
John P. Brown
Heather J. Mangian
Jan Carter Niccum
A.J. Ruggieri
Dee Shonkwiler
William R. Vavrik

MANAGER
Richard Helton

**ASSISTANT
MANAGER -
PUBLIC WORKS /
ENGINEER**
Levi L. Kopmann

TREASURER
Dennis K. Donaldson

CLERK
Billie Jean Krueger

**ZONING
ADMINISTRATOR**
Daniel R. Davies



TO: Margaret Hurd
CIMCO President

FROM: CIMCO Nominating Committee

DATE: August 29, 2019

The Nominating Committee, consisting of Kelli Bennewitz, Angie Hounker, and Diana Pavley, served for the year of 2019-2020. We thank you for the opportunity to serve on this committee. Please note that Angie Hounker officially resigned from the Committee on August 14, 2019.

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 on October 9, 2019. The Committee will hear other nominations from the floor in addition to the slate being presented.

President:	Margaret Hurd
Vice President:	Angie Hounker
Secretary:	Stefanie Tarr
Treasurer:	Pat Brown

Morgan Cadwalader will continue to occupy the Immediate Past President post without election.

/s/ Kelli R. Bennewitz, Chairman



NOTICE OF ELECTION OF OFFICER

Notice is hereby given that Central Illinois Municipal Clerks Organization (CIMCO) will conduct an Election of Officers at its Annual Meeting, to be held on Wednesday, October 9, 2019 in Peoria, Illinois. The Annual Meeting will follow the dinner.

Nominations from the floor will be in order for the officers of President, Vice President, Secretary and Treasurer for 2019-2020.

Nominators and Candidates must be duly paid members of CIMCO for fiscal year 2018-2019, and be a Municipal Clerk, Deputy Clerk, or Assistant Clerk.

In the event two or more candidates for an officer 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 309-368-9321.

Signed,

Margaret E. Hurd

President

CIMCO

Dated: July 29, 2019.



2018-2019 MEETING SCHEDULE

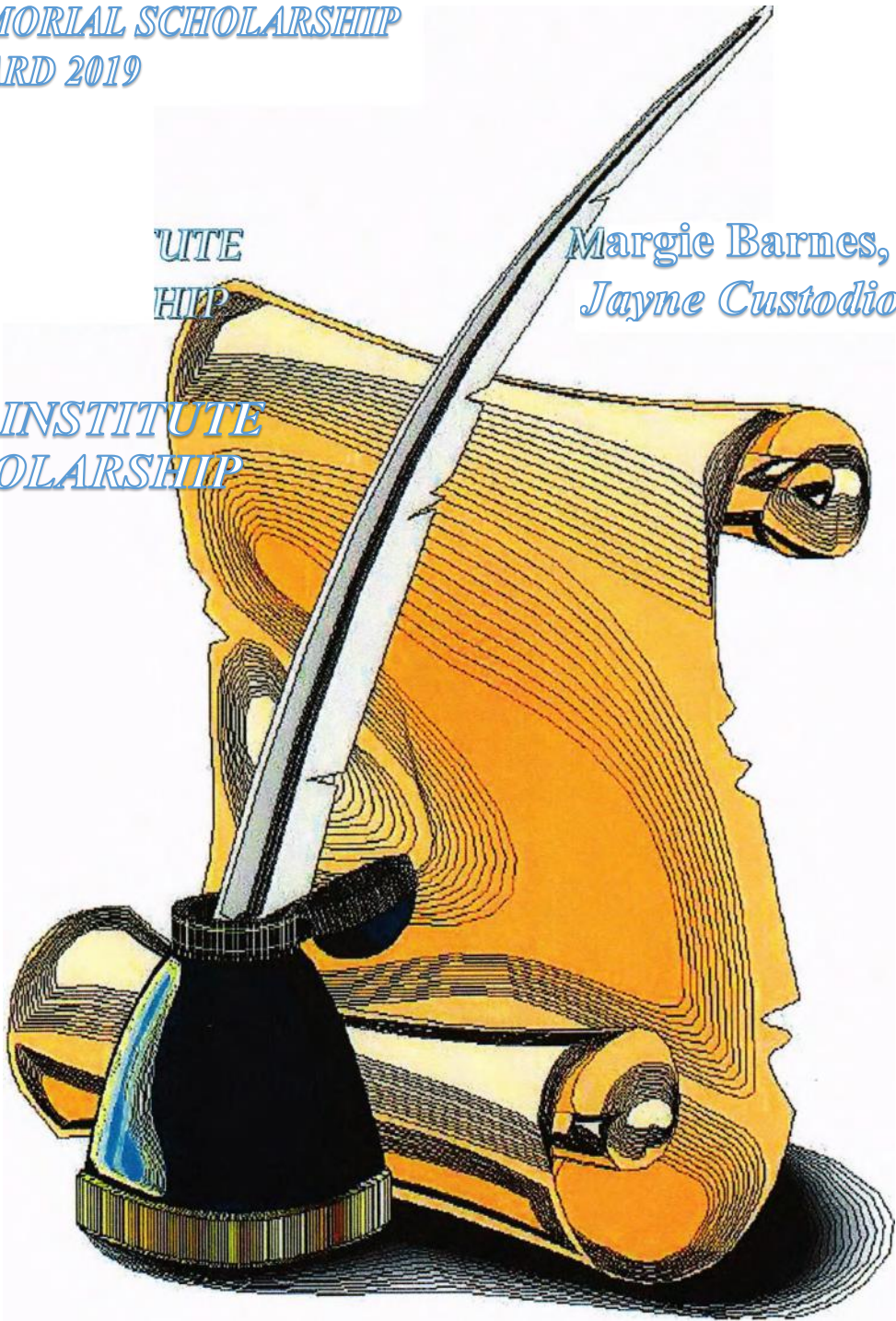
- December 12, 2018** Galesburg, IL
Time: 5:00 pm
Location: Iron Spike Brewing Company
Program: Holiday Gift Exchange
Hostesses: Kelli Bennewitz and Ericka Gillenwater
- February 13, 2019** West Peoria, IL
Time: Lunch — Noon
Location: City Hall
Program: Tom McBride Peoria County Elections
Hostess: Margie Barnes
- April 10, 201** Normal, IL
Time: Noon
Location: City Hall
Program: Director Mindy Dance Information Technology
Hostess: Angie Huonker
- June 20, 2019** Peoria, IL
Time: 6:00 pm
Location: Holiday Inn & Suites Peoria at Grand Prairie
Program: Back to Basics Seminar
- August 14, 2019** Urbana, IL
Time: 5:00 pm
Location: El Toro Restuarant
Program: Aaron Ammons Champaign County Clerk
Hostess: Wendy Hedley
- October 9, 2019** Peoria, IL
Time: 5:30 pm
Location: Jim's Steakhouse
Program: Annual Meeting Election of Officers
Hostess: Beth Ball and Stefanie Tarr

*ILION WAIT CRABEL
MEMORIAL SCHOLARSHIP
AWARD 2019*

*UTE
HIP*

*Margie Barnes, West Peoria
Jayne Custodio, San Jose*

*MCI INSTITUTE
SCHOLARSHIP*



CIMCO Scholarship Committee Report

August 7, 2019

Secretary Tarr emailed the application and deadline date to the CIMCO members in early July.

Five applications were received.

1. Mary "Margie" Barnes, West Peoria, for Institute
2. Jayne Custodio, San Jose, Institute
3. Brandy Dalton, Tolono, for Academy
4. Wendy Hundley, Urbana, for Academy
5. Vick Slavik, Westville, for Academy

The scholarship committee consists of myself and Wendy Hundley. Since Wendy applied I asked President Hurd if it would be appropriate to have Morgan Cadwalader review the applications.

Morgan and I reviewed the applications we recommended the Ilion Wait Crabel Memorial Scholarship be awarded to two Clerks this year: Margie Barnes and Jayne Custodio to attend the Institute in Springfield.

These scholarships were approved at the August 14 meeting in Urbana.

Janet Gray, MMC
Rantoul
Scholarship Chair

Central Illinois Municipal Clerks Organization
ILION WAIT CRABEL MEMORIAL SCHOLARSHIP

SCHOLARSHIP PURPOSE AND INTENT

- The Central Illinois Municipal Clerks Organization will award Scholarships for attendance at the Municipal Clerks of Illinois Institute and Academy, with the first preference going to the Institute.
- The intent of the Scholarship is to provide an additional, higher level of education for Municipal Clerks and to provide such Clerk an opportunity to develop and maintain the high level of administrative experience needed for the successful operation of his/her office.
- Applicants must be an active current paid member of CIMCO, shall demonstrate need, and shall be a member of the Municipal Clerks of Illinois.
- Preference will be given to applicants needing full registration expense. Those needing partial assistance may apply and, if money is available, will be considered. Applications should apply to municipality first. Additional expenses (i.e., housing, additional meals, travel) will be the responsibility of the recipient and/or municipality.
- Scholarships granted must be used in the year awarded. (It is imperative the recipient attend the sessions once the deadline for registration has passed as registration fees will not be reimbursed to CIMCO.)
- The Executive Committee will administer the program with the selection process to be completed and announced at the August meeting.
- Those who wish to apply for the Scholarship must complete and return the application form as provided by CIMCO.
- The application form must be returned no later than **Thursday, August 1, 2019**

Mail to: Deputy Clerk Janet Gray, MMC
Village of Rantoul
533 South Tanner
Rantoul, IL 61866

Or email to: J-Gray@village.rantoul.il.us

- Questions may be addressed to Janet Gray at 217-892-6802 or J-Gray@village.rantoul.il.us

CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
ILION WAIT CRABEL MEMORIAL SCHOLARSHIP

I, _____, do hereby make application for Scholarship assistance from the Ilion Wait Crabel Memorial Scholarship of CIMCO to be used for registration to the Municipal Clerks Institute & Academy.

1. Name _____

2. Title _____ Full Time _____ Part Time _____

3. Municipality _____

4. Municipal Address _____

5. City _____

6. Telephone (Home) _____ (Office) _____

7. I plan to be a participant in: Phase I _____ Phase II _____ Phase III _____ Academy _____

8. Population of Municipality _____

9. Date assumed present position _____

10. Other related governmental experience:

<u>Governmental Agency</u>	<u>Title</u>	<u>Years</u>
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_____	_____	_____
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_____	_____	_____
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_____	_____	_____
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11. Education (circle one) H.S. Grad 13 14 15 16 16+

Degree(s) _____

Other _____

12. Member of Central Illinois Municipal Clerks Organization? Yes _____ No _____

13. Member of State Clerk's Association? (MCI) Yes _____ No _____

14. Member of IIMC? Yes _____ No _____

15. Annual Salary: Full Time _____ Part Time _____
16. How much does your Municipality budget annually for:
 a) education _____
 b) conference/meetings _____
 c) travel _____
17. Have you applied to your Municipality for funds to attend the Municipal Clerks Institute?
 Yes _____ No _____
 Please explain the action taken on your request and by whom:

18. Amount your Municipality has agreed to provide for the Municipal Clerks Institute:

19. Have you received any other scholarship for this session of the Institute? Yes ___
 No ___ If so, describe the source (e.g. State Organization or IIMC or local) and
 amount awarded. Amount _____ Source _____
20. Have you received a CIMCO Crabel Scholarship award before in a previous year?
 Yes _____ No _____ Year(s) _____
21. What municipal economic/financial factors should the Committee consider in assessing
 your need for this Scholarship? _____

22. Do you intend to complete the remaining phases to complete the basic institute?
 Yes _____ No _____
23. I understand if a Scholarship is awarded to me it must be used for the year awarded at the
 Municipal Clerk Institute. Yes _____ No _____
- 24, I do hereby attest that the information submitted with is application is true and
 correct to the best of my knowledge.
 Date _____ Signature of Applicant _____

Other scholarships available: MCI and IIMC (contact your State Director for further information on these scholarships)

PAST PRESIDENTS

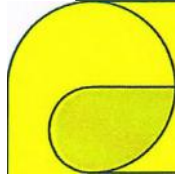
<i>1988-1989</i>	Mary Haynes	Peoria
<i>1989-1990</i>	Anita Carlton	Galesburg
<i>1990-1991</i>	Carol Moss	Washington
<i>1991-1992</i>	Theresa Kehl	Assumption
<i>1992-1993</i>	Sharon Crabel	Chillicothe
<i>1993-1994</i>	Penny Bright	Delavan
<i>1994-1995</i>	Janet Winship	Cuba
<i>1995-1996</i>	Sandra Murphy	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

2014-2015Ericka Gillenwater	Galesburg
2015-2016	Ericka Gillenwater	Galesburg
2016-2017	Morgan Cadwalader	East Peoria
2017-2018	Morgan Cadwalader	East Peoria
2018-2019	Margaret Hurd	Chillicothe

PRESIDENTIAL AWARD

1989	Carol Moss Robert Arnold East Peoria 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
2003Berta 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	<i>Janet</i> Gray	Rantoul
2016	Morgan Cadwalader	East Peoria
2017	Janet Gray	Rantoul
2018	Ericka Gillenwater (Welch)	Galesburg



HONORARY MEMBERS

Ilion Crabel

Robert Arnold

Vicki Crum

Marianne Edwards

Earlene Nelson

Joan Steffen

Cheryl Lehman

Sharon Gibson

Norma Graves

Juanita Jossierand

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)

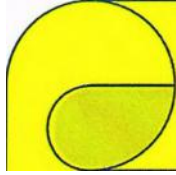
Danville (2013)

East Peoria (2013)

Forsyth (2014)

Chillicothe (2014)

Decatur (2015)



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>

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. Wendellyn 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



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
THURSDAY, JUNE 20, 2019
Holiday Inn & Suites
Grand Prairie Road
Peoria, Illinois**

CALL TO ORDER

President Margaret Hurd called the meeting to order at 6:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

President Margaret Hurd, Vice President Jenny Hayden, Treasurer Pat Brown, and Secretary Stefanie Tarr were present for roll call. Absent was the Immediate Past President Morgan Cadwalader.

OTHER MEMBERS OF CIMCO PRESENT:

Beth Ball (Peoria), Margie Barnes (West Peoria), Ericka Gillenwater (Galesburg), Janet Gray (Rantoul), Angie Huonker (Normal), Sue McMillan (Pekin), Kay Meharry (Urbana), Alison White (Normal), Carla Zerfowski (Long Creek).

APPROVAL OF THE APRIL 10, 2019, MINUTES

Motion was made by Margie Barnes, seconded by Angie Huonker to approve the April 10, 2019, minutes. Motion carried.

ANNOUNCEMENTS

- A. Locations for the 2018-2019 CIMCO meetings**
 - a. August 14, 2019 — Urbana, IL**
 - b. October 9, 2019 — Peoria, IL**
- B. MCI Summer Seminar — July 25-26, 2019 — Rockford, IL**
- C. Athenian Leadership Society Dialogue — "Year of Yes" — July 24, 2019 — Rockford, IL**
- D. IIMC Region VII Meeting — September 7 - 10, 2019 — St. Charles, MO**
- E. IML Annual conference September 19-21, 2019 — Chicago, IL**
- F. MCI Institute & Academy — October 13-18, 2019 — Springfield, IL**

President Hurd reviewed the CIMCO meeting schedule for 2019 as outlined above along with the upcoming seminars.

Discussions were held regarding the August 14, 2019, CIMCO meeting, noting it would be held at El Toro, 1601 North Cunningham Avenue in Urbana at 5:00 P.M. with a presentation by Champaign County Clerk Aaron Ammons.

Discussions were held regarding the October 9, 2019, CIMCO meeting. Beth Ball provided two recommendations for locations, and it was determined that the meeting would be held at Jim's Steakhouse, 110 SW Jefferson Ave, Peoria.

Discussions were held regarding the Athenian Dialogue on Wednesday, July 24, 2019, and the reason it was being held on a Wednesday versus Saturday, noting a substantial increase in the hotel stay on Friday night.

Janet Gray commented on Institute & Academy noting it would be held in Springfield for two more years and then would move to the DoubleTree in Bloomington for 2021.

President Hurd commented on the IIMC Region VII meeting scheduled for September 7 - 10, 2019, in St. Charles, Missouri, noting she would be attending the first night only.

REPORT OF OFFICERS AND COMMITTEES

Vice President Hayden said the MCI scholarship applications for Institute and Academy were due July 1, 2019. Janet Gray said she had received two applications to date.

Janet Gray and Angie Huonker provided a report on the Annual IIMC Conference held in Birmingham, Alabama, May 19-22, 2019, noting the educational sessions and speakers were exceptional.

Discussions were held regarding Illinois hosting an IIMC Regional meeting for 2020. Discussions were held regarding the efforts involved to hold an Annual IIMC Conference, and it was noted that hosting a Regional Conference would be more feasible.

Regarding the MCI Summer Seminar, Vice President Hayden and Janet Gray said they planned to attend.

UNFINISHED BUSINESS — BACK TO BASICS COMMITTEE

Vice President Hayden commended on the efforts of Beth Ball and her role in organizing the Back to Basics seminar. Beth Ball commented that additional rooms were booked for the seminar than what was reserved; however, she said the hotel continued to provide the conference rate through the week prior to the seminar. She said there were a number of donations provided and she expressed her appreciation for those who helped compile the seminar bags for the attendees.

NEW BUSINESS — SCHOLARSHIP FOR IIMC

Janet Gray said the 2020 IIMC Annual Conference would be held in St. Louis and she recommended CIMCO offer scholarships for members to attend who needed help with the registration cost. She noted that the St. Louis conference would be more feasible for CIMCO members, reporting that the 2021 Conference would be held in Detroit, Michigan. She said the annual conference was a great opportunity to meet with Clerks from other States as well as internationally.

Vice President Hayden and Angie Huonker concurred to offer a scholarship for CIMCO members to attend the 2020 IIMC.

Discussions were held regarding registration costs and Janet Gray said it was \$500.00 for an IIMC member and \$550.00 for a non-member.

Janet Gray moved for CIMCO to offer one \$500.00/\$550.00 scholarship for registration costs to the 2020 Annual IIMC Conference in St. Louis, Missouri to a member of CIMCO; seconded by Jenny Hayden.

Motion carried by viva voce vote.

Discussions were held regarding CIMCO's budget and how much money would be left after the Back to Basics Seminar. Beth Ball reported \$8,800.00 was received from sponsorships and registrations and there were expenses, in the amount of \$5,492.00. She said there would be an additional cost for soda and tea.

OTHER BUSINESS

There was no other business to come before the membership.

ADJOURNMENT

Motion was made by Jenny Hayden, seconded by Angie Huonker to adjourn the meeting at 6:32 P.M. The motion carried.

Stefanie Tarr
Chief Deputy City Clerk, Peoria, Illinois



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, APRIL 10, 2019
Normal City Hall, 11 Uptown Circle
3rd Floor, Ron Hill Room
Normal, Illinois**

CALL TO ORDER

President Margaret Hurd called the meeting to order at 12:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

President Margaret Hurd, Treasurer Pat Brown, Secretary Stefanie Tarr, and Immediate Past President Morgan Cadwalader were present for roll call. Absent was Vice President Jenny Hayden.

OTHER MEMBERS OF CIMCO PRESENT:

Beth Ball (Peoria), Margie Barnes (West Peoria), Kelli Bennewitz (Galesburg), Tracey Covert (Retired — Bloomington), Ericka Gillenwater (Galesburg), Janet Gray (Rantoul), Angie Huoniker (Normal), Kim Leese (Savoy), Sue McMillan (Pekin), Kay Meharry (Urbana), Susan Trevor (Monmouth), Alison White (Normal), Carla Zerfowski (Long Creek).

GUESTS

Mindy Dance, Director of Information Technology for the Town of Normal.

APPROVAL OF THE FEBRUARY 13, 2019, MINUTES

Motion was made by Janet Gray, seconded by Angie Huoniker to approve the February 13, 2019, minutes. Motion carried.

**APPROVAL OF THE TREASURER'S QUARTERLY REPORT
DATED JANUARY — MARCH 2019**

Treasurer Pat Brown reviewed the Treasurer's Report. She indicated there were additional sponsorships and registration fees for the Back to Basic Seminar that were not reflected on the balance. She reported an additional \$975.00 in registration fees (13 registered to date) and two additional sponsorships in the amount of \$600.00, for a total of \$1,575.00 to be added to the checking account balance. She reported a total of \$2,700.00 in sponsorships for the Back to Basics seminar to date.

Beth Ball said she anticipated a total of \$3,900.00 in sponsorships and she indicated there should be four additional sponsors.

Motion made by Kelli Bennewitz, seconded by Margie Barnes to approve the January — March 2019 Quarterly Treasurer's Report. Motion carried.

UNFINISHED BUSINESS

No unfinished business was presented.

NEW BUSINESS

A. Bid to Host 2024 IIMC Conference

Beth Ball said she met with the Peoria Convention and Visitors Bureau (PCAVB) on Monday, April 8, 2019, to discuss a potential bid to host the 2024 IIMC Conference in Peoria, Illinois. She discussed possible ideas for events and she requested additional ideas from the Membership. She said the PCAVB needed to submit the bid by June 3, 2019, and they had requested a letter from the CIMCO President, the MCI President, the Mayor of Peoria, and three Peoria Council Members. She said they would reach out to the Peoria Area Chamber of Commerce for additional support. She said it was a continuous process and the selection would not be immediate.

Discussions were held on whether MCI needed to approve the bid for Peoria, and it was noted that a past events there was no funding from State organizations. It was asked whether MCI still had funding, and it was noted that those funds were dispersed in 2011 for the Back to Basics Seminar and various other scholarships.

President Hurd asked to keep the Membership informed and to let them know what they could do to help in the process.

ANNOUNCEMENTS

A. Locations for the 2018-2019 CIMCO Meetings

- a. June 20, 2019 — Peoria, Illinois
- b. August 14, 2019 — Urbana, Illinois
- c. October 9, 2019 — Peoria, Illinois

B. MCI Spring Seminar — April 25-26, 2019 — Effingham, Illinois

C. Athenian Leadership Society Dialogue — Steve Jobs April 27, 2019 — Effingham, Illinois

D. IIMC 73rd Annual Conference in Birmingham, Alabama — May 19-22, 2019

E. MCI Back to Basics — June 20-21, 2019 in Peoria, Illinois

President Hurd reviewed the CIMCO meeting schedule for 2019 as outlined above along with the upcoming seminars. She asked that those who attend the IIMC Conference in May provide a Report Back at the June 2019 CIMCO meeting.

OTHER BUSINESS (COMMITTEE REPORTS)

Beth Ball provided an overview of the Back to Basics Seminar. She said she was on track with the vendors, noting 8-9 had paid and four more were on the way. She said she would touch base with those that were outstanding. She discussed trying to reach out to new Clerks in the State of Illinois and she asked for ideas or suggestions on how to reach those Clerks. She said the seminar was sent to Talk of the Towns and Kelli Bennowitz sent an email through the MCI-Trunkline.

Kelli Bennowitz said she would send another email on the Trunkline this week.

Beth Ball said Back to Basics was not just for new Clerks, but was also a great tool for those who had been in office and needed a refresher course. She said she was concerned with trying to connect with recently elected or appointed Clerks who did not know about the CIMCO organization. She said her office was reaching out to County Clerks to see if they had information on new Clerks. As soon as the election returns are posted, she said that information would be available on each of the County Clerks' websites. She said she was attempting to compile a list of phone numbers and emails of Clerks beginning in the Central Illinois, noting the likelihood of those Clerks attending the seminar in Peoria. Once the list was compiled, she recommended dividing the list among the membership to reach out to the new Clerks.

Sue McMillan offered to assist with calling new Clerks once the list was compiled.

Kim Leese said she was working on compiling a list of Clerks for District 6 and would share the information.

Kelli Bennowitz recommended contacting the Illinois Municipal League (IML) to see if they would provide their email list. She also recommended reaching out to Miller, Hall and Triggs to obtain a list of names and addresses.

Discussions were held about having Mayors and Administrators attend the Back to Basics Seminar. It was noted that this issue was previously discussed and it was determined that the seminar could only be made available to those who had "Clerk" in their title.

Beth Ball said the hotel discount for Back to Basics would end after May 20, 2019, and she recommended reaching as many Clerks as possible between now and then. After that date, she said the price would increase and registration to the seminar would likely decline.

Kelli Bennowitz said she would call Cheryl "Cookie" Aldis to see if she could obtain the IML information for Clerks.

Beth Ball said the group needed to select the food by June 1, 2019, and she recommended having a Back to Basic meeting in Peoria on **May 15, 2019, at noon at Suite Fire Bar and Grille**, 7601 N. Orange Prairie Road, Peoria, Illinois 61615.

Beth Ball remarked on the need to finalize the registration. Sue McMillan commented that Committee Members still needed to register and pay.

Kelli Bennowitz said she would not be able to attend the Back to Basics Seminar, and discussions were held regarding covering her portion of the presentation. She said the PowerPoint was finished for the presentation.

Janet Gray distributed a handout that provided a breakdown of the points that would be received at the seminar. She reported that by attending 9.5 hours Clerks would receive 2.4 CMC points. She said this year was the first year that MMC points would be provided for

attending the FOIA portion of the program, in the amount of 0.75 points for 3 hours of attendance. It was noted that Clerks would only receive credit for the classes they attend and that a sign-in sheet would be utilized for each class. Discussions were held regarding the Certificate of Completion and whether those could be made in advance.

Kelli Bennowitz recommending mailing or emailing the Certificates of Completion at a later date. Janet Gray said she would provide Kelli with additional information of those whose hours may vary.

Tracey Covert said she would provide the presentation on Local Records.

Discussions were held regarding door prizes. Discussion on door prizes will continue at the May Back to Basics meeting.

ADJOURNMENT

Motion was made by Ericka Gillenwater, seconded by Angie Huoniker to adjourn the meeting at 12:38 P.M. and have Minday Dance, the Director of Information Technology for the Town of Normal, provide a presentation. The motion carried.

Stefanie Tarr
Chief Deputy City Clerk, Peoria, Illinois



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, FEBRUARY 13, 2019
West Peoria City Hall, 3506 West Rohmann Avenue
West Peoria, Illinois
12:00 P.M.**

CALL TO ORDER

President Margaret Hurd called the meeting to order at 12:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

President Margaret Hurd, Vice President Jenny Hayden, and Secretary Stefanie Tarr were present for roll call. Absent were Treasurer Pat Brown and Immediate Past President Morgan Cadwalader.

OTHER MEMBERS OF CIMCO PRESENT:

Beth Ball (Peoria), Margie Barnes (West Peoria), Janet Gray (Rantoul), Angie Huoniker (Normal), Wendy Hundley (Urbana), Kim Leese (Savoy), Sue McMillan (Pekin), Kay Meharry (Urbana), Nicole Stewart (Pekin), Susan Trevor (Monmouth).

GUESTS

Tom Bride from the Peoria County Election Commission.

APPROVAL OF THE DECEMBER 13, 2018, MINUTES

Motion was made by Janet Gray, seconded by Jenny Hayden to approve the December 13, 2018, minutes. Motion carried.

APPROVAL OF THE TREASURER'S REPORT DATED OCTOBER 1, 2018, - DECEMBER 31,

2018 Motion made by Jenny Hayden, seconded by Angie Huoniker to approve the October 1, 2018, December 31, 2018 Treasurer's Report. Motion carried.

APPROVAL OF FISCAL YEAR 2016/2017 AUDIT REPORT

Motion made by Jenny Hayden, seconded by Sue McMillan to approve the Fiscal Year 2016/2017 Audit Report. Motion carried.

UNFINISHED BUSINESS

No unfinished business was presented.

NEW BUSINESS/ANNOUNCEMENTS

CIMCO

February 13, 2019, Proceedings

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President Margaret Hurd reviewed the CIMCO meeting schedule for 2019 as follows: April 10, 2019, in Normal; June 20, 2019, in Peoria (During the Back to Basics Seminar); August 14, 2019, in Urbana; October 9, 2019, in Peoria (Annual Meeting).

President Hurd requested suggestions for presentation at the April meeting. Discussions were held regarding the meeting time. It was the consensus to keep the meeting at 12:00 P.M. in Normal, Illinois.

President Hurd reviewed upcoming seminars as follows:

- MCI Winter Seminar in Bloomington, Illinois —January 17-18, 2019
- Athenian Leadership Society Dialogue, *The Wright Brothers*, Bloomington, Illinois —January 19, 2019
- MCI Spring Seminar — April 26, 2019, in Effingham, Illinois
- IIMC 73' Annual Conference in Birmingham, Alabama — May 19-22, 2019

Discussions were held regarding the IIMC 73" Annual Conference in Birmingham, Alabama, scheduled for May 19-22, 2019, with Angie Huoniker and Janet Gray planning to attend.

OTHER BUSINESS (COMMITTEE REPORTS)

Janet Gray commented on the new proposed prevailing wage and how it would impact different organizations, specifically Park District employees working 650 hours or less. She said the bill was currently in the house.

Janet Gray provided an update regarding legislation that would affect Police and Fire Pensions noting that proposals would combine these pensions with IMRF by 2025. She recommended informing municipalities to watch these bills, noting the impact it would have on various communities and their obligations.

Sue McMillan said there was a change to the FOIA laws and how to respond. A review of this change will be provided at the next regularly scheduled CIMCO meeting.

Kim Leese commented on the MCI website noting there was a location for each Clerk to update their information. Secretary Tarr to send out an email on how to log in and check membership.

Beth Ball provided additional information regarding the Police and Fire Pension Funds noting there was some resistance to the Funds merging with IMRF. She said there were a number of bills coming forward to address the situation. Jenny Hayden said there were bills in Springfield requesting a consolidation of Police and Fire Pensions versus merging with IMRF; however, she noted that IMRF was 100% funded.

ADJOURNMENT

Motion was made by Jenny Hayden, seconded by Angie Huoniker to adjourn the meeting at 12:21 P.M. and have Tom Bride from the Peoria County Election Commission provide a presentation on the election process. The motion carried.

Stefanie Tarr

Chief Deputy City Clerk, Peoria, Illinois



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, DECEMBER 12, 2018
Iron Spike Brewing Company, 150 E Simmons Street in Galesburg
5:00 P.M.**

CALL TO ORDER

President Margaret Hurd called the meeting to order at 5:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

President Margaret Hurd, Vice President Jenny Hayden, and Treasurer Pat Brown were present for roll call. Absent were Secretary Stefanie Tarr and Immediate Past President Morgan Cadwalader.

OTHER MEMBERS OF CIMCO PRESENT:

Kelli Bennewitz (Galesburg), Ericka Gillenwater (Galesburg), Margie Barnes (West Peoria), Nicole Stewart (Pekin), Susan Trevor (Monmouth), Kay Meharry (Urbana), Wendy Hundley (Urbana), Mary Haynes (Retired — Peoria), Janet Gray (Rantoul), Sue McMillan (Pekin), Beth Ball (Peoria).

GUESTS

Abra Slagel (Galesburg).

APPROVAL OF THE OCTOBER 10, 2018, MINUTES

Motion was made by Margie Barnes, seconded by Jenny Hayden to approve the October 10, 2018, minutes. Motion carried.

UNFINISHED BUSINESS

No unfinished business was presented.

NEW BUSINESS/ANNOUNCEMENTS

President Margaret Hurd reviewed the CIMCO meeting schedule for 2019 as follows: February 13, 2018, in West Peoria (noon meeting); April 10, 2019, in Normal; June 20, 2019, in Peoria (During the Back to Basics Seminar); August 14, 2019, in Urbana; October 9, 2019, in Peoria (Annual Meeting).

Janet Gray provided a legislative report, which included term limits for all municipalities (House Bill 5698) and the combination of Police, Fire and IMRF pension funds (still in the proposal stage). She advised that Clerks should go to the IML web site to monitor these possible changes.

CIMCO

December 12, 2018 Proceedings

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President Hurd reviewed upcoming seminars as follows:

- MCI Winter Seminar in Bloomington, Illinois —January 17-18, 2019
- Athenian Leadership Society Dialogue, *The Wright Brothers*. Bloomington, Illinois —January 19, 2019
- MCI Spring Seminar—To be determined
- IIMC 73rd Annual Conference in Birmingham, Alabama — May 19-22, 2019

Regarding IIMC 73rd Annual Conference, Janet Gray stated the Missouri Clerks planned to travel by bus to Birmingham, Alabama that would leave St. Louis. Anyone interested in attending and taking the bus from St. Louis should contact Janet at jgray@village.rantoulil.us or (217) 892-6802.

OTHER BUSINESS

President Hurd announced that Rantoul Deputy Clerk Janet Gray was awarded the Illion Waite Crabel Award at the 2018 MCI Annual Meeting held in Springfield last September. She received the award for her hard work, dedication, and many years of service to MCI.

Quincy Clerk Jenny Hayden announced CIMCO's 30th Anniversary and she provided a historical review of the organization that began back in 1988. Anyone interested in receiving the information regarding the CIMCO organizations contact Jenny Hayden. She thanked everyone who assisted with providing information for the review and she distributed a sugar cookie with the CIMCO logo to those present.

ADJOURNMENT

Motion was made by Janet Gray, seconded by Jenny Hayden to adjourn the meeting at 5:35 P.M. and to hold the holiday gift exchange following dinner. The motion carried.

Stefanie Tarr

Chief Deputy City Clerk, Peoria, Illinois

CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, OCTOBER 10, 2018
Cyd's in the Park, 5805 N Knoxville Ave., Peoria, Illinois
4:30 P.M.

CALL TO ORDER

President Morgan Cadwalader called the meeting to order at 4:40 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

The following officers were present for roll call:

President Morgan Cadwalader, Vice President Jenny Hayden, Treasurer Pat Brown, Past President Ericka Gillenwater, and Secretary Margaret Hurd.

Absent: None.

OTHER MEMBERS OF CIMCO PRESENT:

Kelli Bennowitz (Galesburg), Margie Barnes (West Peoria), Angie Huonker (Normal), Lori Lewis (Deer Creek), Nicole Stewart (Pekin), Sherry Klein (Henry), Diana Pavley-Rock (Canton), Kelli Bennowitz (Galesburg), Beth Ball (Peoria), Stephanie Rice (Peoria). Retired Clerks present: May Haynes, Phyllis Clark and Janet Myers.

DISTRIBUTION OF ANNUAL REPORT

A motion was made by Janet Gray, seconded by Angie Huonker, to accept the Annual Report. The motion carried.

APPROVAL OF THE AUGUST 8, 2018 MINUTES

A motion was made by Past President Ericka Gillenwater, seconded by Margie Barnes, to approve the August 8, 2018 minutes. The motion carried.

APPROVAL OF THE TREASURER'S REPORT

Treasurer Brown gave an update of the checking and savings accounts for the time period July 1, 2018, through September 30, 2018. Treasurer Brown reported a checking account balance of \$15,063.69 and a savings account balance of \$9,832.76.

A motion was made by Angie Huonker, seconded by Vice President Jenny Hayden, to accept the Treasurer's report and place on file. The motion carried.

UNFINISHED BUSINESS

President Cadwalader discussed the Back to Basics Seminar that is planned for 2019. She asked for anyone interested in volunteering to contact her or someone on the committee. The Seminar is scheduled for June 20 and 21, 201 at the Holiday Inn & Suites in Peoria, IL.

NEW BUSINESS/OTHER BUSINESS

The next CIMCO meeting is the December Meeting to be held on December 12, 2018 in Galesburg.

RECOGNITION OF 2017-2018 OFFICERS

President Cadwalader recognized Immediate Past President Ericka Gillenwater, Vice-President Jenny Hayden, Secretary Margaret Hurd, and Treasurer Pat Brown, providing each with a token of appreciation and words of thanks for their efforts.

RECOGNITION OF 2017-2018 COMMITTEE CHAIRS

President Cadwalader recognized the 2017-2018 Committee Chairs, providing each with a token of appreciation and words of thanks for their efforts.

RECOGNITION OF 2017-2018 HOSTESSES

President Gillenwater recognized the 2017-2018 Hostesses, providing each with a token of appreciation and words of thanks for their efforts.

2017-2018 PRESIDENT'S AWARD PRESENTATION

President Cadwalader awarded the 2017-2018 President's Award to Ericka Gillenwater.

ELECTION OF OFFICERS FOR 2018-2019

Nominating committee chair Kelli Bennewitz provided an overview of the nomination process and named the slate of officers selected for the 2018-2019 term as President Margaret Hurd (Chillicothe), Vice President Jenny Hayden, Treasurer Pat Brown (Washington) and Secretary Stephanie Tarr (Peoria). President Cadwalader requested nominations from the floor. Janet Gray made a motion to open the floor for nomination, Beth Ball seconded the motion, Janet Gray made a motion to close nominations, Beth Ball seconded the motion. The motion carried, Janet Gray made a motion to accept the slate of officers for 2018-2019 as presented. Beth Ball seconded the motion. The motion carried.

President Morgan Cadwalader administered the oath of office and turned the meeting over to President Hurd.

President Margaret Hurd recognized Immediate Past President Cadwalader efforts as President and contributions to the organization over the past two years. President Hurd called for nominations for the nominating committee.

ELECTION OF NOMINATING COMMITTEE 2017-2018

Ericka Gillenwater made a motion to nominate Kelli Bennewitz as chair of the nominating committee. Margie Barnes seconded the motion. Motion carried. Janet Gray made a motion to nominate Angie Huoniker to the nominating committee. Margie Barnes seconded the motion. Motion carried. Pat Brown made a motion to nominate Diana Pavley-Rock to the nominating committee. Margie Barnes seconded the motion. Motion carried.

Jenny Hayden made a motion to close nominations. Margie Barnes seconded the motion. Motion carried. Margie Barnes made a motion to accept the nominating committee as presented. Pat Brown seconded the motion. Motion carried.

President Hurd read the proposed meeting schedule, noting these were the second Wednesdays of the month. Kelli Bennewitz proposed Galesburg host the December meeting at 4:00 P.M. The June meeting would be held be hosted by the City of Peoria in light of Back 2 Basics being conducted at the same time. The City of Peoria would host the annual meeting October. The meeting schedule currently stands as:

December 12, 2018	Galesburg, IL
February 13, 2019	West Peoria, IL
April 10, 2019	Normal, IL
June 20, 2019	Peoria, IL (Back 2 Basics)
August 14, 2019	Urbana, IL
October 9, 2019	Peoria, IL

Mary Haynes said Anita Carlton was unable to attend the meeting; however, she wanted to express her appreciation for the ongoing efforts of the organization for the last 30 years.

A motion to adjourn was made by Jenny Hayden, seconded by Angie Huoniker to adjourn the meeting at 5:09 P.M. The motion carried.

Margaret E Hurd
City Clerk, Chillicothe, IL

Stefanie Tarr
Chief Deputy City Clerk, Peoria, IL



AGENDA

**Central Illinois Municipal Clerks Organization
Wednesday, August 14, 2019
5:00 PM
Urbana, Illinois**

1. Call to Order by President Margaret Hurd
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held June 20, 2019
5. Approval of the Treasurer's Report
6. Report of Officers and Committees
7. Old Business
8. New Business
 - a. Approve Ilion Wait Crabel Memorial Scholarship award
9. Announcements
 - a. IML Annual Conference — September 19-21, 2019 — Chicago, IL
 - b. IIMC Region VII — September 7 — 8 — St. Charles, MO
 - c. MCI Institute & Academy — October 13-18, 2019 — Springfield, IL
 - d. CIMCO Annual Meeting — October 9, 2019 — Peoria, IL
10. Other Business
11. Adjourn



AGENDA

**Central Illinois Municipal Clerks Organization
Thursday, June 20, 2019, 6:00 P.M.
Holiday Inn & Suites
Grand Prairie Road
Peoria, IL**

1. Call to Order by President Margaret Hurd
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held April 10, 2019
5. Announcements
 - A. Locations for the 2018-2019 CIMCO meetings
 - a. August 14, 2019 — Urbana, IL
 - b. October 9, 2019 — Peoria, IL
 - B. MCI Summer Seminar —July 25-26, 2019— Rockford, IL
 - C. Athenian Leadership Society Dialogue —"Year of Yes" —July 24, 2019 — Rockford, IL
 - D. IIMC Region VII Meeting — September 7, 2019 — St. Charles, MO
 - E. IML Annual conference — September 19-21, 2019 — Chicago, IL
 - F. MCI Institute & Academy — October 13-18, 2019 —Springfield, IL
6. Report of Officers and Committees
7. Unfinished Business
 - A. Back to Basics Committee
8. New Business
 - A. Scholarship for IIMC
9. Other Business
10. Adjourn



AGENDA

**Central Illinois Municipal Clerks Organization
Wednesday, April 10, 2019, 12:00 PM (Noon)
Normal City Hall
11 Uptown Circle
3rd Floor Ron Hill Room
Normal, IL 61761**

1. Call to Order by President Margaret Hurd
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held February 13, 2019
5. Approval of Treasurer's Quarterly Report (January — March 2019)
6. Unfinished Business
7. New Business
 - a. Bid to host 2024 IIMC Conference
8. Announcements
 - A. Locations for the 2018-2019 CIMCO meetings
 - a. April 10, 2019 — Normal, IL
 - b. June 20, 2019 — Peoria, IL
 - c. August 14, 2018 — Urbana, IL
 - d. October 9, 2018 — Peoria, IL
 - B. MCI Spring Seminar — April 25-26, 2019 — Effingham, IL
 - C. Athenian Leadership Society Dialogue — Steve Jobs April 27, 2019 — Effingham, IL
 - D. IIMC 73rd Annual Conference in Birmingham, AL — May 19-22, 2019
 - E. MCI Back to Basics — June 20-21, 2019 in Peoria, IL
9. Other Business (Committee Reports)
10. Program — Mindy Dance, Director of Information Technology for the Town of Normal
11. Adjourn

AGENDA

**Central Illinois Municipal Clerks Organization
Wednesday, February 13, 2019
12:00 PM(Noon)
West Peoria City Hall
2506 W Rohmann Ave
West Peoria, IL 61604**

1. Call to Order by President Margaret Hurd
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held December 13, 2018
5. Approval of Treasurer's Quarterly Report (October-December 2018)
6. Approval of the Fiscal Year 2016/2017 Audit Report.
7. Unfinished Business
8. New Business & Announcements
 - A. Locations for the 2018-2019 CIMCO meetings
 - a. February 13, 2019 — West Peoria, IL (noon meeting)
 - b. April 10, 2019 — Normal, IL
 - c. June 20, 2019 — Peoria, IL
 - d. August 14, 2018 — Urbana, IL
 - e. October 9, 2018 — Peoria, IL
 - B. IIMC 73rd Annual Conference in Birmingham, AL — May 19-22, 2019
 - C. MCI Back to Basics — June 20-21, 2019 in Peoria, IL
9. Other Business (Committee Reports)
10. Program — Tom McBride from the Peoria County Election Commission
11. Adjourn



AGENDA

**Central Illinois Municipal Clerks Organization
Wednesday, December 12, 2018
5:00 P.M.
Iron Spike Brewing Company
150 E Simmons Street
Galesburg, IL 61401**

1. Call to Order by President Margaret Hurd
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held October 10, 2018
5. Unfinished Business
6. New Business
 - A. Locations for the 2018-2019 CIMCO meetings
 - a. December 12, 2018 — Galesburg, IL
 - b. February 13, 2019 — West Peoria, IL (noon meeting)
 - c. April 10, 2019 — Normal, IL
 - d. June 12, 2018 — Peoria, IL
 - e. August 14, 2018 — Urbana, IL
 - f. October 9, 2018 — Peoria, IL
 - B. MCI Winter Seminar in Bloomington, IL - January 17-18, 2019
 - C. Athenian Leadership Society Dialogue, The Wright Brothers, Bloomington, IL — January 19, 2019
 - D. MCI Spring Seminar — To Be Determined
 - E. IIMC 73rd Annual Conference in Birmingham, AL — May 19-22, 2019
7. Other Business
8. Holiday Gift Exchange
9. Adjourn

Congratulations!

**2018 ILION CRABEL MEMBER OF THE YEAR
JANET GRAY**

MCI PAST PRESIDENT JANET GRAY

MCI DISTRICT 6 KIMBERLY LEESE

MCI VICE PRESIDENT JENNY HAYDEN

**BETH BALL AND COMMITTEE
CENTRAL ILLINOIS MUNICIPAL CLERKS
SUCCESSFUL
BACK TO BASICS 2019**

July 10, 2019

Beth Ball, MMC
City Clerk
419 Fulton St., Suite 401
Peoria, IL 61614

Dear Beth and CIMCO Basics Committee:

Congratulations on your continuing support of offering the Back to the Basics Seminar to new Clerks and Deputies. Your continued commitment to this effort is heart-warming. Congratulations to all the new Clerks and Deputies who care enough to be the best they can be in the service of their citizens by attending this seminar.

I would like to support your efforts in a meaningful way. It is my pleasure to provide reimbursement of the registration fee to two new Clerks or Deputies to show to all attendees how important it is to invest in yourself through professional development.

I wish each and every involved Clerk and Deputy who is presenting and/or attending the very best.

Regards,

Mary L. Haynes, MMC. Ret.
Retired Clerk of Peoria, Illinois

Central Illinois Municipal Clerks Organization

presents

"BECOMING THE CLERK THEY WON'T WANT TO REPLACE"

A basics course on proper procedures, legal obligations, and duties of the Municipal Clerk



Thursday, June 20, 2019 — 1:00 p.m. to 4:30 p.m. and
Friday, June 21, 2019 — 8:00 a.m. to 4:00 p.m.
Holiday Inn & Suites Peoria at Grand Prairie,
7601 N. Orange Prairie Road, Peoria, IL

Topics to be presented

Freedom of Information
Statutory Duties
Meetings, Notices, and Agendas
Councils, Boards, Commissions, and Committees
Minutes — Open, Closed,
Archiving and Releasing

Municipal Calendar -
Deadlines and Filings
Ordinances and Resolutions
Local Records Act
Parliamentary Procedure
Open Meetings Act

If you are a new Clerk or Deputy, or if you have been in office and would like answers to the latest changes in the statutes, this seminar is for you! This seminar is available only to municipal clerks and deputy clerks.

Seminar Fee: \$75 per person

(Includes Friday continental breakfast, lunch, and all materials)

Registration Deadline: June 8, 2017 (\$25 cancellation fee will apply if after deadline)

Call the Holiday Inn & Suites at 309-683-3399 for room reservations (code: CIMCO)

\$99 single or double (plus tax). Rate available until May 24th.

Name: _____ Title: _____ Municipality: _____

Address/City/Zip Code: _____

E-Mail: _____ Telephone: _____ Fax: _____

Would you be interested in having dinner with CIMCO mentors on Thursday night? j Yes No

Newly Elected Clerk Yes No

Newly Appointed Clerk Yes No

MCI Member Yes No

Send check and registration to:
Pat Brown, City Clerk
City of Washington
301 Walnut Street

Questions?
Please Contact:
Beth Ball, MMC, City of Peoria
309-494-8567 or bball@peoriagov.org

The Central Illinois Municipal Clerks Organization would like to gratefully acknowledge the sponsors who have provided the assistance necessary to make this seminar a successful learning experience for its participants. CIMCO truly appreciates their generous contributions.

Our Sponsors:

American Legal

Focal Point Video

*Ancel, Glink, Diamond, Bush
DiCianni & Krafthefer*

Graystone Consulting

*Tyler
Technologies*

P.F. Pettibone & Company

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Authorized Reseller

Laserfiche

RSM

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*Great Lakes
Advisors*



Heyl Royster, etc.



*Reimer, Dobrovlny &
Karlson*

Central Illinois Municipal Clerks Organization



Becoming the Clerk They Won't Want to Replace

*A Basics Course on Proper Procedures, Legal
Obligations, and Duties of the Municipal Clerk*

Thursday & Friday

June 20th & 21st, 2019
Holiday Inn & Suites
at Grand Prairie Road
Peoria, Illinois

PROGRAM

Thursday

- 12:30 pm **Registration**
- 1:00 pm **Welcome**
Margaret Hurd, CIMCO President
Janet Gray, MCI Past President
- 1:15-2:30 pm **FOIA**
Presenter: Keri-Lyn Krafthefer, Ancel Glink
- 2:30 pm **Break**
- 2:45-4:00 pm **FOIA Continued**
- 4:00-4:30 pm **Question and Answers**
- 4:30-5:00 pm **Cody Hatfield, Peoria Visitor's Bureau**
- 5:00 pm **CIMCO Meeting**

Friday

- 8:00-8:45 am **Welcome _____, Peoria**
The Clerk's Many Hats
Presenters: Pat Brown
- 8:45-9:45 am **Meetings (Open & Closed) — Notices — Agendas**
Presenters: Ericka Gillenwater
- 9:45-10:00 am **Break**
- 10:00-11:00 am **Minutes (Open & Closed, Archiving, and Releasing Closed)**
Presenter: Kelli Bennewitz

- 11:00-11:30 am **Ordinances & Resolutions (Posting, Publication, Filing Requirements)**
Presenter: Jenny Hayden

- 11:30 am **Lunch**
- 12:30-1:30 pm **Local Records Act**
Presenter: Tracey Covert
- 1:30-2:30 pm **Parliamentary Procedures**
Presenter: Beth Ball
- 2:30 pm **Break**
- 2:45-3:00 pm **Valuable Resources**
Presenter: Janet Gray
- 3:00-4:00 pm **Best Practices: Licenses, Notary Public, and Duties of Deputy Clerk**
Presenters: Lori Lewis, Ericka Gillenwater
And Stefanie Tarr
- 4:00 pm **Adjourn**

Networking

There are plenty of networking opportunities throughout the two days for you to catch up and talk with and meet new Clerk's from communities throughout the State of Illinois. The registration area will be a designated networking area during breaks and following meals.

Other Opportunities

MCI and Regional Association Membership
Seminars and Institute/Academy and the Importance of Certification
IIMC Membership Advantages
IML and Municipal Handbook



DISTRICT 6
2019 ANNUAL REPORT

I am grateful to represent the outstanding members of District 6. This year, I witnessed our members come together to ensure we are reaching out to all clerks/deputy clerks in our district. I appreciate the emails, referrals and questions you have made to me this year. I am hopeful that will continue into 2020.

Thank you to Lana Hediger, Jenny Hayden, Sharon Barrett-Hagen, and Janet Gray for their leadership this past year. I would also like to recognize all of the District Directors and committee members for their hard work. Serving as a clerk/deputy clerk can sometimes be a thankless job, but it is necessary and you all do it so well!

My first task as District Director was to assist in hosting the Winter Seminar alongside Districts 4 & 5. Despite bad weather, we had a good turnout. Thank you to everyone who helped make it a great experience.

I am pleased to report that District 6 has increased its membership numbers in 2019. We have 53 paid members - up from 40 paid members in 2018. This represents an increase of 32.5%. More membership equals more experience. Learning how other clerks/deputy clerks do things in their own municipalities can be beneficial. Growing our membership is important because we are able to utilize the awesome resources we have in MCI for professional development. A big thank you to Cheryl "Cookie" Aldis for all of the membership questions I sent her way.

The 2020 MCI "Scholarship Fund Daily Drawing" tickets have been distributed. Due to the efforts of the hard-working fundraising committee, and those who have sold the tickets, there will be a free seminar for MCI members during the summer of 2020. I encourage all members to contact me with suggestions for potential speakers or topics you would like to have covered at this seminar. Remember to sell as many tickets as you can to support the Scholarship Fund, which can lead to additional free seminars.

Please contact me if you have any questions. What I don't know, I will find out so we both can learn! As always, it would be an honor to assist you!

Respectfully submitted,
Kimberly Leese, CMC
Village of Savoy
(217)531-3950
kim.leesePsavoy.illinois.gov

2018 Ilion Crabel Member of the Year Janet Gray, Village of Rantoul

The 2018 Ilion Crabel Member of the Year, Janet Gray, is a great leader. She cares for the Village of Rantoul and the people who live there. She is very active with her church and also volunteers in her free time for several community organizations, including Rotary Club, the Chamber of Commerce, and the Police Department's Shop-with-a-Cop program. Service is a large part of Janet's life.

MCI and CIMCO are beneficiaries of Janet's dedication to professional development. She has served MCI on several committees and as District VI Director, Secretary, Treasurer, Vice President, President, and currently as Past President.

She has served CIMCO as its Scholarship Committee Chair and Programs Committee Chair, as well as its Secretary, Vice President and President. She received CIMCO's President's Award in 2015 and 2017 for chairing the Back to Basic's Seminar, where she also served as a presenter and helped to develop the manual that was handed out to participants.

Janet earned an Associate degree from Parkland College in 1989 and graduated Summa Cum Laude from EIU with a BA in General Studies in 2010. Through her involvement with MCI and IIMC Janet has earned the following: RMC from MCI in 2005; CMC from IIMC in 2006, her MMC from IIMC in 2009; and, Fellowship in the IIMC Athenian Leadership Society in 2014.

Janet led the effort to amend the MCI bylaws to allow Deputy Clerks to be full members with voting rights. Thereafter, she was elected the first Deputy Clerk to serve as MCI President.

Janet leads by example. According to the Village of Rantoul's Administrator, Rick Snider, "Janet's work touches many people in our area and throughout the State of Illinois by fostering a climate that encourages the pursuit of a higher standard." This is so true. Janet has a history of encouraging others to serve and sharing her knowledge and experience to make MCI a better organization.

She took me under her wing and has been a constant source of support and guidance for me. On October 17th, it was my absolute honor to present the MCI 2018 Ilion Crabel Member of the Year award to a mentor and very dear friend, Janet Gray.



Those in attendance to share the presentation with Janet were her husband, Steve, her son, Josh, and the Mayor of the Village of Rantoul, Charles Smith.

Congratulations Janet!



2018 MCI Institute & Academy Photos

Here are the pictures taken at the 2018 MCI Institute & Academy. If you would like one or more of the photos, please contact Kari Haas either by email at khaas@mascoutah.com or by phone at (618) 5662964 x106. There is no charge for the photos, .jpg files of the photos will be emailed to you. (Pictures are posted on the MCI website.)



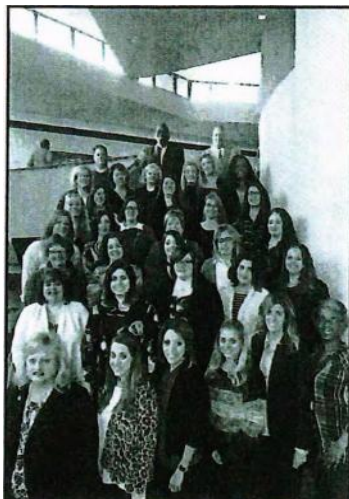
MCI Board



Training Institute Committee



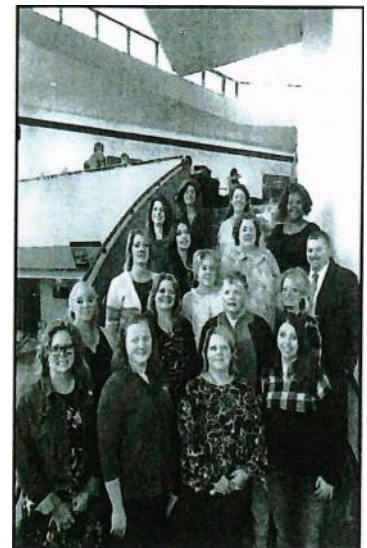
Academy



Institute Year 1



Institute Year 2



Institute Year 3



30th Anniversary of CIMCO

1988 to 2018

HIGHLIGHTS

June 29, 1988: First organizational meeting. 14 people met. Pat Ehrhardt, MCI President, was part of the 14.

Mary Haynes welcomed those in attendance.

Anita Carlton called meeting to order and stated purpose of meeting.

Purpose: See if there was enough interest to organize a club for clerks in the area.

Name would be: Central Illinois Municipal Clerks Organization (CIMCO)

Purpose of organization: meet, eat and to learn from and help each other.

Consensus: was to proceed.

Temporary Chairman and Temporary Secretary were elected by nominations from floor:

Chairman: Mary Haynes.

Secretary: Anita Carlton.

September 8, 1988: Second organizational meeting. 13 present.

By-Laws were adopted after being amended.

Standing Rules were amended to be in accord with By-Laws.

(1) Amendment was- regular meeting shall be held by-monthly basis on the 2nd Wednesday of January, March, May, July, September and November.

Officers were elected: President: Mary Haynes

Vice-President: Anita Carlton

Secretary: Carol Moss

Treasurer: Robert Arnold

Candle lighting ceremony was held celebrating the organization and chartering of this new group. Each member in attendance was ask to sign the charter.

November 9, 1988: Third meeting. 13 present.

President Haynes presented the CIMCO Logo.

It was adopted as the official logo for CIMCO.

This was the final chartering meeting and official charter certificates were presented to each member by President Haynes.

Vice President Carlton presented a membership booklet and meeting schedule to each member present.

Treasurer Arnold reported an account had been set up at the Community Bank of Greater Peoria with all checks and material free of charge.

Membership Committee Chairman Dinkins reported CIMCO has 33 members. More letters going out encouraging membership. **(Today we have 53 members plus 8 life time active members).**

January 11, 1989: 11 members present.

Resolution No. 89-1 was issued recognizing Ilion Crabel for her 65 years of service to the Community of Chillicothe as City and Town Clerk.

March 9, 1989: 13 present.

Treasurers Reported \$192.30.

Membership sent out 136 letters. At present, there are 37 members.

September 13, 1989: 15 present. **FIRST ANNUAL MEETING OF CIMCO**

Annual Reports were presented by office holders.

Presidential Award was given stating criteria for it is Distinguished Service.

Vice President Anita Carlton, Secretary Carol Moss and Treasurer Bob Arnold were awarded the Presidential Award as the first officers of the newly formed CIMCO Organization.

Berta Dinkins was presented another award for outstanding job recruiting members for CIMCO.

Treasurer had reported \$969.00 less expenditures of \$426.61 with a cash balance of \$542.39.

Membership from first meeting to August 30, 1989 to be 49, one shy of Dinkins goal of 50!

Vice President Carlton read a poem entitled "The Chair" and presented to President Haynes with a plaque recognizing her for her outstanding job as the "first" President of CIMCO.

Outgoing President Haynes swore in the new President Carlton, Vice President Moss, Secretary Dinkins and Treasurer Arnold.

May 9, 1990: 23 present.

CIMCO pins were presented at a cost of 50 for \$133.50. Purchase was approved. Pins were sold to members at \$3.00 each.

My hope is you have learned something about our CIMCO organization that you were not aware of and have enjoyed this stroll down memory lane. Happy 30th Anniversary clerks of Central Illinois Municipal Clerks Organization!

Jenny Hayden, MMC
CIMCO Vice-President
December 12, 2018

The Municipal Clerk



*When Council Battles are over
And all the votes cast,
There's only one voice
In the city which lasts;
It's not the Chair's...
Strong though that be.
Or the Loudest voice
Which becomes history;
It's the words that are written
By one who sits by,
Who listens and watches
With an observant eye.
Yes, the words that live on
Is the official work
Recorded so carefully
By the Municipal Clerk*

Mary L. Haynes, CMC/AAE

1991