



**Central Illinois Clerks
Organization**

Annual Meeting

Celebrating
33 YEARS

**Wednesday, October 20, 2021
5:00p.m.**

Peoria, Illinois



Inspired By Excellence & Innovation

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 Ourselves for the Greater Good for All.



AGENDA

Central Illinois Municipal Clerks Organization

October 20, 2021 at 5:00 pm

*Creve Coeur Club
456 Fulton Street, Suite 186
Peoria, Illinois 61602*

1. Call to Order by President Angie Huonker
2. Pledge of Allegiance
3. Roll Call of Officers
4. Distribution of Annual Report
5. Approval of Minutes of the Meeting held August 11, 2021
6. Approval of the Treasurer's Report
7. Approval of Report of Officers and Committees as Presented in the Annual Report
8. New Business
 - A. Bylaw Amendment, Article VII, Section 7
9. Other Business
10. 2020-2021 Presidential Award
11. Recognition of Officers and Members by President
 - A. Recognition of 2020-2021 Committee Chairs
 - B. Recognition of 2020-2021 Hostesses



12. General Announcements

13. Adjourn

UPCOMING EVENTS

December 8, 2021 – Normal, tentative location

Please Note: Due to changes in the bylaws in 2020, the next election year will be 2022 for the position of President, Vice President, and Secretary. The next election year for the position of Treasurer will be 2024.



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, AUGUST 11, 2021
Noon**

**Galesburg City Hall
East Conference Room
55 W. Tompkins Street
Galesburg, IL 61401**

CALL TO ORDER

President Angie Huonker called the meeting to order at 1:43 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

The following officers were physically present for roll call:

President Angie Huonker, Vice President Stefanie Tarr, Treasurer Wendy Hundley, and Secretary Nicole Stewart. Vice President Stefanie Tarr declared a quorum was present.

OTHER MEMBERS OF CIMCO PRESENT:

Sue McMillan (Pekin), Kelli Bennewitz (Galesburg), Ericka Gugliotta (Galesburg), Past President Margaret Hurd (Chillicothe), Susan Trevor (Monmouth), and Tana Ward (Rantoul).

APPROVAL OF THE APRIL 14, 2021 MINUTES

A motion was made by Kelli Bennewitz, seconded by Ericka Gugliotta to approve the April 14, 2021 minutes. The motion carried by viva voce vote.

REPORT OF OFFICERS AND COMMITTEES

A motion was made by Kelli Bennewitz, seconded by Susan Trevor to receive and file the Treasurer's Report. The motion carried by viva voce vote. Treasurer Wendy Hundley gave an update on the Treasurer's Report. Vice President Stefanie Tarr commented that Back to Basics was a success and the organization did earn some money.

NEW BUSINESS

Resolution Approving the Submission of a Credit Card Application to Morton Community Bank to Obtain a Central Illinois Municipal Clerks Organization Credit Card

Stefanie Tarr presented the Resolution to the members explaining that the purpose was to help conduct business. A motion was made by Ericka Gugliotta, seconded by Kelli Bennewitz to approve the Resolution. On roll call vote all present voted Aye.

OTHER BUSINESS

Members discussed the decision to consider electronic attendance for all future meetings and to update the bylaws to include electronic attendance. Vice President Stefanie Tarr suggested to further the discussion at the October annual meeting in Peoria at 5:00 p.m. All members were in favor.

A motion to adjourn was made by Kelli Bennewitz, seconded by Susan Trevor to adjourn the meeting at 1:53 P.M. The motion carried.

Nicole Stewart
Deputy City Clerk, Pekin, IL

CIMCO Treasurer's Report
 (July 1, 2021 – September 30, 2021)



CHECKING ACCOUNT Champaign - Hometown Community E

BALANCE ON July 1, 2021 **\$ 20,059.37**

INCOME

07/09/2021	B2B and Membership	\$ 60.00	
09/27/2021	Membership Dues	\$ 150.00	
	TOTAL INCOME	\$ 210.00	\$ 210.00

EXPENSES

09/28/2021	Wendy Hundley - Office Supplies Bankers boxes/labels/folders	\$ 63.59	
	TOTAL EXPENSES	\$ 63.59	\$ 63.59

BALANCE ON September 30, 2021 **\$ 20,205.78**

SAVINGS ACCOUNT Champaign - Hometown Community Banks

BALANCE ON July 1, 2021 **\$ 10,976.35**

INCOME

07/09/2021	Membership Dues	\$ 30.00	
07/30/2021	Interest	\$ 0.27	
08/31/2021	Interest	\$ 0.29	
09/27/2021	Membership Dues	\$ 150.00	
09/30/2021	Interest	\$ 0.27	
	TOTAL INCOME	\$ 180.83	\$ 180.83

EXPENSES

TOTAL EXPENSES \$ - \$ -

BALANCE ON September 30, 2021 **\$ 11,157.18**

Respectfully submitted,

Wendy M. Hundley

Wendy M. Hundley

Date: October 20, 2021

Central Illinois Municipal Clerks Organization

Washington Community Bank Savings Account - 2227932



October 1, 2020 - September 30, 2021

is reconciled with bank statement
 is outstanding

Date	Description	Amount of Deposit	Withdrawal	Balance
	Balance Forward			\$ 10,867.97
10/02/2020	Membership Dues	\$ 45.00		\$ 10,912.97
10/16/2020	Membership Dues	\$ 30.00		\$ 10,942.97
10/29/2020	Membership Dues	\$ 30.00		\$ 10,972.97
10/30/2020	Interest	\$ 0.45		\$ 10,973.42
11/30/2020	Interest	\$ 0.47		\$ 10,973.89
12/31/2020	Interest	\$ 0.47		\$ 10,974.36
01/29/2021	Interest	\$ 0.44		\$ 10,974.80
02/26/2021	Interest	\$ 0.42		\$ 10,975.22
03/31/2021	Interest	\$ 0.31		\$ 10,975.53
04/30/2021	Interest	\$ 0.27		\$ 10,975.80
05/28/2021	Interest	\$ 0.25		\$ 10,976.05
06/30/2021	Interest	\$ 0.30		\$ 10,976.35
07/09/2021	Membership Dues	\$ 30.00		\$ 11,006.35
07/30/2021	Interest	\$ 0.27		\$ 11,006.62
08/31/2021	Interest	\$ 0.29		\$ 11,006.91
09/27/2021	Membership Dues	\$ 150.00		\$ 11,156.91
09/30/2021	Interest	\$ 0.27		\$ 11,157.18

Central Illinois Municipal Clerks Organization

Washington Community Bank Checking Account - 199214
 October 1, 2020 - September 30, 2021

 is reconciled with bank statement
 is outstanding

Date	Description	Check Number	Amount of Check	Amount of Dep	Balance
	Balance Forward				\$ 19,865.27
10/02/2020	Membership Dues			\$ 45.00	\$ 19,910.27
10/15/2020	Margaret Hurd - Flowers and Mask Savers	1071	\$ 133.71		\$ 19,776.56
10/16/2020	Altrusa Club of Galesburg - Donation in honor of Anita Carlton	1072	\$ 100.00		\$ 19,676.56
10/16/2020	Membership Dues			\$ 30.00	\$ 19,706.56
10/27/2020	Margaret Hurd - CIMCO Face Masks	1073	\$ 115.46		\$ 19,591.10
10/29/2020	Membership Dues			\$ 30.00	\$ 19,621.10
11/02/2020	Joan's Trophy - President's Award - Stefanie Tarr	1074	\$ 80.60		\$ 19,540.50
12/14/2020	Town of Normal - Margaret Hurd's plaque	1075	\$ 67.00		\$ 19,473.50
05/03/2021	Town of Normal - Website fee	1076	\$ 106.05		\$ 19,367.45
06/23/2021	Paypal Transfer for B2B mini-training session			\$ 691.92	\$ 20,059.37
07/09/2021	B2B and membership			\$ 60.00	\$ 20,119.37
07/27/2021	Membership Dues			\$ 150.00	\$ 20,269.37
09/28/2021	Wendy Hundley - Bankers Boxes/Labels/Folders	1077	\$ 63.59		\$ 20,205.78

CIMCO Treasurer's Report
 (April 1, 2021 – June 30, 2021)



CHECKING ACCOUNT Champaign - Hometown Community Banks

BALANCE ON APRIL 1, 2021 **\$ 19,473.50**

INCOME

05/06/2021	Paypal verification deposit	\$ 0.15	
06/23/2021	Paypay trans for B2B income	\$ 691.92	
	TOTAL INCOME	\$ 692.07	\$ 692.07

EXPENSES

05/03/2021	Check to Town of Normal for Website fee	\$ 106.05	
05/06/2021	Paypal verification withdrawal	\$ 0.05	
05/06/2021	Paypal verification withdrawal	\$ 0.10	
	TOTAL EXPENSES	\$ 106.20	\$ 106.20

BALANCE ON 6/30/2021 **\$ 20,059.37**

SAVINGS ACCOUNT Champaign - Hometown Community Banks

BALANCE ON April 1, 2021 **\$10,975.53**

INCOME

04/30/2021	Interest	\$ 0.27	\$10,975.80
05/28/2021	Interest	\$ 0.25	\$10,976.05
06/30/2021	Interest	\$ 0.30	
	TOTAL INCOME	\$ 0.82	\$ 0.82

EXPENSES

TOTAL EXPENSES	\$ -	\$ -
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BALANCE ON 6/30/2021 **\$ 10,976.35**

Respectfully submitted,

Wendy M. Hundley

Wendy M. Hundley

Date: August 11, 2021

CIMCO Treasurer's Report
 (January 1, 2021 – March 31, 2021)



CHECKING ACCOUNT Champaign Community Bank

BALANCE ON January 1, 2021				\$ 19,473.50
INCOME				
	TOTAL INCOME	\$	-	\$ -
EXPENSES				
	TOTAL EXPENSES	\$	-	\$ -
BALANCE ON 12/31/2020				\$ 19,473.50

SAVINGS ACCOUNT Champaign Community Bank

BALANCE ON January 1, 2021				\$ 10,974.36
INCOME				
01/29/2021	Interest	\$	0.44	
02/26/2021	Interest	\$	0.42	
03/31/2021	Interest	\$	0.31	
	TOTAL INCOME	\$	1.17	\$ 1.17
EXPENSES		\$	-	
	TOTAL EXPENSES	\$	-	\$ -
BALANCE ON 12/31/2020				\$ 10,975.53

Respectfully submitted,

Wendy M. Hundley

 Wendy M. Hundley

Date: April 14, 2021

CIMCO Annual Treasurer's Report
(October 1, 2020 – September 30, 2021)



REVENUE SUMMARY

Membership Dues FY 20-21	\$	300.00
Back to Basic Registration Fee	\$	721.92
Membership FY 21-22	\$	300.00
Interest paid from 10-2020 through 09-2021	\$	4.21
TOTAL REVENUES	\$	1,326.13

EXPENDITURE SUMMARY

Flowers and Mask Savers - Annual Meeting	\$	133.71
Altrusa Club of Galesburg donation in honor of Anita Carlton	\$	100.00
CIMCO Face Masks - Annual Meeting	\$	115.46
Joan's Trophy - President's Award	\$	80.60
Outgoing President's Plaque	\$	67.00
Website Fee	\$	106.05
Bankers boxes/labels/folders	\$	63.59
TOTAL EXPENDITURE	\$	666.41

Respectfully submitted,

Wendy M. Hundley

Wendy M. Hundley, Treasurer

Date: October 20, 2021



To: CIMCO
Date: August 20, 2021
From: Wendy M. Hundley, Treasurer
Re: Annual report

Hello everyone,

I am excited to be attending academy this year. I am looking forward to the training and fellowship with other clerks. Below is a summary of our finances and memberships.

Financial Status

Checking beginning balance from 2020-2021 \$19,865.27

Checking beginning balance 2021-2022 \$20,205.78 an increase of \$340.51

Savings beginning balance from 2020 \$10,867.97

Savings beginning balance from 2021-2022 \$ 11,157.18 an increase of \$289.21

Membership Updates

2019-2020 We had 64 members (58 regular and 8 honorary)

2020-2021 We had a total of 55 members (44 regular 4 new members and 7 honorary)

2021-2022 So far this year we have received 25 membership forms 2 of those are new members.

Thank you,

Wendy M. Hundley

Treasurer



To: CIMCO
Date: August 11, 2021
From: Wendy M. Hundley, Treasurer
Re: Quarterly report

Hello everyone,

I took a new job as the Village Clerk for the Village of Savoy. I started June 7, 2021, and my first board meeting was June 9, 2021. Unfortunately, my board meetings are on Wednesday, which does not give me the opportunity to attend our CIMCO meetings unless we had remote access.

Please welcome our new member Tana Ward, Deputy Clerk from Village of Rantoul.

Thank you,

Wendy M. Hundley
Treasurer

RESOLUTION APPROVING THE SUBMISSION OF A CREDIT CARD APPLICATION TO
MORTON COMMUNITY BANK TO OBTAIN A CENTRAL ILLINOIS MUNICIPAL
CLERKS ORGANIZATION CREDIT CARD

- WHEREAS, The Central Illinois Municipal Clerks Organization is an organization that promotes improvement and administration of the Municipal Clerk's Office.
- WHEREAS, The Board of Directors and Committee Members incur expenses related to programs and events sponsored by the organization.
- WHEREAS, It is in the best interests of the organization to secure a credit card with Morton Community Bank to provide the Board of Directors with a method of payment for expenses directly related to the activities and events of the Central Illinois Municipal Clerks Organization.

NOW, THEREFORE, BE IT RESOLVED BY THE CENTRAL ILLINOIS MUNICIPAL
CLERKS ORGANIZATION BOARD

- SECTION 1. That the President is authorized to execute, for and on behalf of the Central Illinois Municipal Clerks Organization, an application with Morton Community Bank to obtain a Central Illinois Municipal Clerks Organization Credit Card.
- SECTION 2. That the Secretary is authorized and directed to attest the signature of the President on the document and retain a fully executed original of the application.

ADOPTED this ____ day of _____, 2021.

APPROVED:

President, Central Illinois Municipal Clerks
Organization

ATTEST:

Secretary

2020-2021 CIMCO COMMITTEES

AUDITING:

BY-LAWS: Morgan Cadwalader – East Peoria

HISTORIAN: Susan Trevor – Monmouth, **Chair**
Kay Meharry - Urbana

MEMBERSHIP: Stephanie Tarr – Peoria, **Chair**

PUBLICITY: Sue McMillan - Pekin

MENTORING: Sue McMillan – Pekin

NOMINATING: Margie Barnes – West Peoria
Sue McMillan – Pekin
Carla Zerfowski – Long Creek

PROGRAM:

SCHOLARSHIP: Janet Gray – Rantoul, **Chair**
Wendy Hundley – Urbana

**TELEPHONE
DIRECTORY:** Kelli Bennewitz – Galesburg

**LEGISLATIVE
LIAISON** Janet Gray – Rantoul

YEAR BOOK Sue McMillan – Pekin



OFFICE OF THE CITY CLERK
STEFANIE TARR, CMC/RMC
City Clerk / Town Clerk

TO: CIMCO Membership
FROM: Stefanie Tarr, Vice President
DATE: October 8, 2021
RE: Vice President's Annual Report
Publicity and Membership Annual Report

I would first like to take this opportunity to thank the members of CIMCO for granting me the honor and privilege to serve the organization as its Vice President for 2020 – 2021. 2020 was an unprecedented year with the pandemic of COVID-19, which spilled over into 2021. Many meetings continued with social distancing or electronic attendance. Consolidated Elections continued as "normal," as normal can be through a pandemic. It was this year I ran my first election as City Clerk as former Peoria City Clerk Beth Ball had decided to retire. I cannot express my appreciation enough to all those who supported me during this run. As many know, an election is challenging, but even more so during a pandemic.

The organization has learned a lot and grown over the last two years. We have had to become innovative in so many ways. Kudos to Immediate Past President Margaret Hurd and to current CIMCO President Angie Huonker for being innovative and continuing the organization through these trying times. Even through social distancing CIMCO was still able to provide it's "Back to Basics" on a virtual platform that reached Clerk's all over the State of Illinois.

It was mid-year that our Publicity and Membership Committee Chair had left the organization to pursue another venture. We will greatly miss Kim Lease and all that she brought to the organization. In 2019 – 2020 she had built our organization to over 60. Her efforts were quite astounding. Membership has been a challenge this past year, down from 60 to 49. 2022 will be a new year with opportunity for growth.

CIMCO is an amazing organization with opportunity to learn from one another best practices for our offices. It is a network of strength and camaraderie for Municipal Clerks in the Central Illinois Region. Thank you to everyone for remaining strong and carrying on.

Respectfully submitted,

A handwritten signature in blue ink that reads "Stefanie Tarr".

Stefanie Tarr
CIMCO Vice President, 2020-2021

Peoria City Hall
419 Fulton Street, Suite 401, Peoria, IL 61602-1232
Phone 309.494.8565 Fax 309.494.8574

TO: CIMCO Membership

FROM: Nicole Stewart, Secretary

DATE: October 8, 2021

RE: Secretary's Annual Report

Thank you to all the members of CIMCO for nominating and electing me as your Secretary for 2020-2022. With the pandemic of COVID-19 persevering, 2021 continued to be a challenging year for organizations to conduct in person meetings while still following the Governor's order for social distancing and mask mandates. Nonetheless, I have truly adored working closely with all the members of CIMCO but especially those that made sure our organization persevered through a year of many challenges. Following is a summary of the CIMCO meetings held for the past year:

- In October 2020, in an effort have an in person meeting while still following social distancing, the organization met for its annual meeting at the Lariat's Steakhouse in Peoria. Here we recognized the Officers, Committee Chairs, Hostesses and presented the 2019-2020 President's Award to Stefanie Tarr of Peoria.
- In December, the pandemic marched on as many organizations were still working from home and restaurants not open for indoor service. A virtual meeting was conducted via Zoom. A resolution was approved recognizing the retirement of Pat Brown of Washington. A plaque was presented to her for recognition and appreciation as Immediate Past President over the last two years. The retirements of Beth Ball (Peoria) and Jenny Hayden (Quincy) were also announced. The exciting news of CIMCO's Vice President Stefanie Tarr was announced that she was running for the City Clerk of Peoria.
- In February, with COVID-19 being relentless and mitigation restrictions put in place, another virtual meeting via Zoom was led. President Angie Huonker announced that it was decided to move forward with Back to Basics despite the pandemic and short timeline as it was important not to let our new members miss out on such an encumber some educational program.
- In April, vaccines were being rolled but had not widely reached everyone. Our April meeting was scheduled virtually via Zoom. The Back to Basics committee had met and decided to postpone until 2022 but wanted to offer mini-sessions for new Clerks in May via Zoom. Members also agreed to return to in person meetings beginning in June. Finally feeling like things may be getting back to normal.
- In June, now that the country's COVID-19 vaccine was released and many people were becoming vaccinated, members were excited to meet in person at Medici in Normal, hosted by President Angie Huonker. Unfortunately, we did not have a quorum but it was still very so pleasant to be together again and catch up. CIMCO congratulated Wendy Hundley on her new position with the Village of Savoy as Village Clerk.

- In August, in person meetings were in full swing. Members met in Galesburg hosted by Kelli Bennewitz and Ericka Gugliotta. Orlee Lucero, Information System Supervisor and Jake Gillenwater, Information Systems Specialist, both from the City of Galesburg, gave a detailed presentation and led discussion regarding ADA compliance on municipal websites. Members also discussed the consideration to update the bylaws for electronic attendance since this was becoming the new norm.

- CIMCO's Annual Meeting in October is currently scheduled to be held in Peoria at the Creve Coeur Club hosted by Vice President Stefanie Tarr. Although there are no elections this year, we are looking forward to this meeting to recognize the hard work and loyalty of our members. We wish luck to all who are able to attend this year's Institute and Academy in Bloomington!

- CIMCO members were saddened to learn of the passing in September of Sharon Crabel, former Chillicothe City Clerk who was a Charter Member of CIMCO and also served as President in 1992-1993.

With perseverance and a great organization anything can happen. I look forward to serving as your Secretary in 2022. We made it through another very challenging year in unprecedented times allowing us to think outside the box. I am grateful to have such a wonderful organization to belong to.

Respectfully submitted,

Nicole Stewart
CIMCO Secretary, 2020-2021



401 W. Washington Street. East Peoria, Illinois 61611. Phone (309) 698-4715 FAX (309) 698-4747
OFFICE OF THE CITY CLERK
CITY OF EAST PEORIA, ILLINOIS
MORGAN R. CADWALADER

TO: Angie Huonker, CIMCO President
CIMCO Members

FROM: CIMCO By-Laws Committee
Morgan Cadwalader, Chair – East Peoria

DATE: October 6, 2021

RE: 2021 Annual By-Laws Committee Report

The By-Laws Committee made recommendations for changes to the By-Laws for approval at the Annual CIMCO meeting to be held in October 2021. The recommended changes affect remote attendance of members to CIMCO meetings. Specifically, those changes included the procedure for attending remotely as well as the specified reasons that would allow for a member to participate remotely.



**NOTICE OF INTENT
TO AMEND ARTICLE VII MEETINGS ADDING SECTION 7
REMOTE PARTICIPATION**

NOTICE IS HEREBY GIVEN THAT THE MEMBERSHIP WILL CONSIDER AMENDMENTS TO BY-LAWS ARTICLE VII ADDING SECTION 7 REMOTE PARTICIPATION AS ATTACHED. GENERALLY, AMENDMENTS ARE CHANGED BY VOTE OF THE EXECUTIVE BOARD; HOWEVER, SINCE REMOTE PARTICIPATION AFFECT AND IMPACT THE MEMBERS, WE SHALL OFFER THE AMENDMENTS TO THE MEMBERSHIP AT THE

REGULAR MEETING OF CIMCO

TO BE HELD AT

PEORIA, ILLINOIS 61614

ON OCTOBER 20, 2021

TO BEGIN AT 5:00 P.M.

/S/ Nicole Stewart
Secretary, CIMCO

Central
Illinois
Municipal
Clerks Organization

Established in 1988



REVISIONS

- By-Laws Revised and Adopted February 2005
- Standing Rules – Scholarship Rev. 4/20/05
- By-Laws Updated – Art IV, Sec. 1 Ratified 10/26/05
- Standing Rule 1 and 5(e) Rev. 10/4/06
- By-Laws Revised – Article IV, Sec. 1 Rev. 6/11/08
- By-Laws Revised – Article V, Sec. 5, Art. VI, Sec. 2, Art. VI Sec 4, Art VII Sec 4, 5, & 6 Rev. 04/27/10
- Standing Rule 5 c, f, i, j and 8 Rev. 04/27/10
- Standing Rule 6, Scholarship Guidelines Rev. 10/19/11
- By-Laws revised Article V Sec. 2 Rev. 4/11/12
- By-Laws revised Article V, Sec. 2 and Sec. 3; Article VI, Sec. 1 and Sec. 5; Article X, Sec. 1; Standing Rule 5(b); and Standing Rule 6(a)-(c) – Rev. 10/14/2020
- By-Laws revised Article VII adding Section 7 Remote Participation - Rev. 10/13/2021

The amount awarded to each recipient will be reimbursed to the recipient or their municipality upon receipt of a copy of a certificate of attendance from the Seminar provider.

The application shall be made on a form provided by CIMCO. Applications for a scholarship shall be received no later than April 1. Scholarships must be used in the year of the award. Reimbursement requests must be submitted to Treasurer no later than August 1 of that same year.

(Rev. 10/11/00, 4/20/05, 10/19/11, 10/14/20)

7. Members of CIMCO shall receive flowers from the organization:
 - a. When they are ill in the hospital.
 - b. When there is a death in their immediate family (Rev. 10/9/02)

CIMCO

BYLAWS

ARTICLE I – NAME

Section 1 - The name of this organization shall be the Central Illinois Municipal Clerks Organization.

ARTICLE II – OBJECT

Section 1 - To promote improvement and efficiency in the operation and administration of the Municipal Clerk's Office in the Central Illinois municipalities.

Section 2 - To promote cooperation between the Clerks by the interchange of experience and methods of conducting their offices, to the end that they may profit from the experience of others.

Section 3 - To promote a better understanding of the official duties and obligations of its members; to develop, insofar as possible, uniform methods of procedures in the municipalities in the area; and, to cooperate with municipal and higher authorities on administering the provisions of law.

Section 4 - To acquaint the public of the true nature and importance of the services performed by the Municipal Clerk; to initiate and perform such other activities as may best serve the interests of the public.

ARTICLE III – MEMBERSHIP

Section 1 - Each Clerk, Deputy Clerk or Assistant Clerk, duly elected or appointed to said office in any municipality in Central Illinois is eligible for membership

Section 2 - Payment of dues shall constitute membership, with each member being entitled to only one (1) vote.

Section 3 - Membership shall be distinguished as follows:

- A. Active Membership – Active members of CIMCO shall include any Municipal Clerk, Deputy Clerk or Assistant Clerk currently serving in that capacity and are in good standing in the organization.
- B. Honorary Membership – Active members who retire from being a Municipal Clerk, Deputy Clerk or Assistant Clerk shall be granted, by Resolution, Honorary Membership. Honorary Members are welcome to attend all meetings of the

other receipts. Funds may be used for any expense for the IIMC Annual Conference.

The application shall be made on a form provided by CIMCO. The clerk applying for this scholarship shall be an active, paid member of CIMCO, demonstrate need, and shall be a member of the Municipal Clerks of Illinois. Applications for a scholarship shall be received no later than December 1 of each year. Scholarships must be used in the year of the award. Reimbursement requests must be submitted to the Treasurer no later than September 1 of the same year.

- c. Becoming the Clerk They Won't Want to Replace Seminar for New Clerks – Biannual Back to Basics Course

If approved by the Membership a scholarship may be awarded for tuition only to the above seminar preference going to new clerks or clerks with less than two years' experience.

Applicants must meet the same requirements as outlined for the Institute/Academy Scholarship. All qualified applicants will be in a lottery drawing, unless other specific scholarship award criteria are given.

the Municipal Clerk of Illinois. Applications for a scholarship shall be received no later than a date set by the Scholarship Committee July 20 of each year. Scholarships must be used in the year of the award.

Reimbursement requests must be submitted to the Treasurer no later than January 15 the following year.

b. International Institute of Municipal Clerks Annual Conference

If approved by the Membership, a scholarship may be awarded for attendance at the International Institute of Municipal Clerk's annual conference with first preference going to first attendees or those working toward CMC or MIMC Certification.

Applicants must meet the same requirements as outlined for the Institute/Academy Scholarship. All qualified applicants will be in a lottery drawing, unless other specific scholarship award criteria are given.

The amount awarded to each recipient will be reimbursed to the recipient or their municipality upon receipt of a copy of a certificate of attendance from IIMC and/or

membership; they may serve on any committee as an ex-officio member, they do not pay dues and do not have a vote. (Rev. 12/10/03)

ARTICLE IV – FUNDS

Section 1 - **Dues:** Annual dues for active membership shall be Thirty Dollars, of which Fifteen Dollars shall be placed in the General Fund and Fifteen Dollars in the Ilion Wait Crabel Memorial Scholarship Fund. (Rev. 10/23/96, 2/9/05, 10/26/05, 6/11/08)

Section 2 - **Other Funds:** Other Funds as received shall be disbursed between the General Fund and the Ilion Wait Crabel Scholarship Fund as deemed appropriate by the Executive Committee. (Rev. 3/10/93)

Section 3 - **Dissolution of Money:** In the event Central Illinois Municipal Clerks Organization dissolves, all funds on hand, in both the General Fund and the Ilion Wait Crabel Scholarship Fund, after all bills are paid, will be disbursed to Municipal Clerks of Illinois to be specifically placed in the Bertha Eleanor Rohrbach Scholarship Fund. In the event MCI no longer exists, all CIMCO fund, in both the General Fund and the Ilion Wait Crabel Scholarship Fund, after all bills are paid,

shall be forwarded to the international institute of Municipal Clerks to be earmarked specifically for their educational fund. (Rev. 3/10/93)

ARTICLE V – OFFICERS AND THEIR ELECTION

- Section 1** - The officers of this organization shall be: President, Vice President, Secretary, Treasurer and Immediate Past President. (Rev. 5/8/91)
- Section 2** - All officers shall be active paid-up Municipal Clerks, Deputy or Assistant Clerks. The term of office for all officers, except the office of Treasurer, shall be two (2) years or until their successors have been elected. The office of Treasurer shall be four (4) years or until a successor has been elected. If vacancies occur in any office, the President shall send notice to the Membership at least two weeks before the next regular meeting of his/her intention to appoint someone to fill any vacant office, and that appointment shall be with the concurrence of the members present at the regular meeting. In only drastic cases where several vacancies might occur in proximity, then filling offices may take place at a special meeting, called in accordance with the by-laws. In all cases, filling vacancies of officers shall be with the concurrence of the members present. (Rev. 4/11/12, 10/14/2020)

with one-half going to the winner and one-half going to the Scholarship Fund.

Preference will be given to applicants needing full scholarship. Those needing partial assistance may apply, and if money is available, will be considered. All qualified applicants will be in a lottery drawing, unless other specific scholarship award criteria are given. Applicants should apply to their municipality first. Additionally, we encourage applicants to apply to the Municipal Clerks of Illinois and the International Institute of Municipal Clerks. Receipt of other scholarships will be taken into consideration. Additional expenses (i.e., housing, additional meals, travel, etc.) will be the responsibility of the recipient and/or their municipality.

CIMCO will require any present Clerk desiring to be considered for this scholarship to submit an application to the Scholarship Committee. The application shall be made on a form provided by CIMCO. The Clerk applying for this scholarship shall be an active, paid member of CIMCO, shall demonstrate need, and shall be a member of

All applicants must be active, current paid CIMCO members, as well as current paid members of the Municipal Clerks of Illinois. Active members are defined as those who attend at least two CIMCO meetings in the last twelve (12) months beginning from the application due date and participate in the committee and/or officer opportunities of the organization. Participation is defined as being on a committee or actively working on committee project.

The number of scholarships awarded will be determined based on the money available in the scholarship fund and the number of applicants. The amount awarded to each recipient will be reimbursed to the recipient or their municipality upon receipt of a copy of a certificate of attendance from the provider. If possible, only the interest and monies raised during the year should be used for scholarships.

To raise money throughout the year for scholarships, the Membership will conduct a \$5.00, 50/50 (amount may be raised as agreed by the participants) at each meeting.

Section 3 - An officer may hold the same office for two (2) successive terms. If the Nominating Committee determines there are no candidates for that particular office, the officer may be presented to serve an additional term; however, every effort shall be made to allow all members the opportunity to be slated for offices. If no new candidate is elected for a particular office at the Annual Meeting, the President may appoint someone to fill any vacant office, with the concurrence of the members present. (Rev. 3/10/93, 10/11/00)

Section 4 - At the annual meeting, nominations for offices shall be presented by the Nominating Committee, which shall have met and determined a slate to be presented.

Nominations may be accepted from the floor as well. Voting shall be by ballot if more than one (1) person is nominated for the same office. A majority vote of those present and voting shall elect. (Rev. 10/11/00)

Section 5 - The Nominating Committee shall be elected at the Annual Meeting by the Membership after the new Board is sworn in and shall consist of three members. Nominations for this committee shall

be from the floor. The first person elected shall be declared the chair. (Rev. 10/11/00, 4/27/10)

ARTICLE VI – DUTIES OF OFFICERS

Section 1 - **President** – shall preside at all meetings of the Association; shall arrange for location of regular meetings; shall be a member ex-officio of all Committees, shall appoint all Committees not specifically provided for within the by-laws, except the Nominating Committee, which shall be elected by the membership at the annual meeting shall immediately upon the election of the new Executive Committees at the Annual Meeting send out notices to the appropriate communities of respective towns, and shall perform all other duties usually pertaining to the office. (Rev. 10/11/00, 10/14/2020)

Section 2 - **Vice President** – shall serve as assistant to the President, and in the absence or inability of the President, shall perform the duties of that office. The Vice President shall serve as Chair of the Program Committee. (Rev. 04/27/10)

Section 3 - **Secretary** – shall keep an accurate record of the proceedings of all meetings of the Association; shall notify all appointees of their duties; shall arrange for the place of the regular meetings; shall carry on all official correspondence of the

- i. **Publicity Committee** may consist of the incoming Vice President as Chair and as many as two other persons, appointed by the President, whose duty it shall be to immediately upon the election of the new Executive Board and the appointment of committees at the Annual Meeting send notices to the appropriate news media and Mayors in their respective town. (Rev. 04/27/10)
- j. Only those active members in attendance at a meeting shall have a vote. (Rev. 4/27/10)
- 6. Scholarship Guidelines for Municipal Clerks of Illinois Institute Academy
 - a. MCI Institute and Academy
The Central Illinois Municipal Clerks Organization (CIMCO) will award scholarships for only tuition for attendance at the Municipal Clerks of Illinois Institute and Academy, with the first preference going to the Institute. The intent of a scholarship is to provide an additional, higher level of education for Municipal Clerks. This scholarship is also intended 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.

- e. recommendation regarding the recipients no later than the October annual meeting.
- f. **Executive Committee** shall consist of the officers of the Association: President, Vice President, Secretary, Treasurer and Immediate Past President.
- f. **Program Committee** shall consist of three (3) members, one of which shall be the Vice President who shall be chair and shall be responsible for arranging informative and pertinent programs for the regular meetings. The program shall be set for the year in a timely manner in order to be included in the telephone directory and issued to members (Rev. 4/27/10)
- g. **Mentor Committee** shall consist of three (3) members and shall be responsible for providing a mechanism/procedure by which new clerks can network with experienced clerks to develop professionally and learn about the duties of this vital office.
- h. **Nominating Committee** shall be elected at the Annual Meeting by the membership and shall consist of three (3) members. Nominations for the committee shall be from the floor. The first person elected shall be declared the chair. (Rev 10/11/00)

Association, under the direction of the President; and shall perform such other duties as usually pertain to the office. In the absence or inability of the Treasurer to perform the duties of that office, the Secretary shall be authorized to sign checks.

Section 4 - **Treasurer** – shall receive all monies of the Association and shall be custodian of all funds. These funds shall be deposited in a financial institution approved by the membership. The Treasurer shall pay out only such funds as are authorized by the Executive Committee and shall give a quarterly report to the membership at the regular meetings and shall make a full report at the annual meeting. The books of the Treasurer shall always be open for inspection and shall be audited by an Auditing Committee. (Rev. 04/27/10)

Section 5 - **Immediate Past President** – shall act in an advisory capacity to the President and to the Executive Board and shall send a letter to the appropriate community regarding the election of the CIMCO President. (Rev. 5/8/91, 10/14/2020)

ARTICLE VII – MEETINGS

Section 1 - Regular meetings of this Association shall be held bimonthly in the months of February, April, June,

August, October, and December (Rev. 5/8/91, 10/14/98)

Section 2 - Special meetings may be called by the President or by written request of three (3) members of the Association, provided notice shall be given to the membership three (3) days prior to the date of the special meeting and notice shall state the purpose of the special meeting.

Section 4 - **Meeting Expenses** - Any member hosting a meeting shall be responsible for expenses incurred in the preparation for meetings; provided, however, that expenses for flowers and plaques for the Annual Meeting shall be reimbursed if prior authorization is given by the President and Treasurer and if funds are available. Nothing in these rules shall be construed as to prevent any member from securing funding from outside sources to defray the costs of flowers, decorations, and any other such items that may be purchased in preparation for meetings of the organization. (04/27/10)

Section 5 - A quorum shall consist of representative attendance from fifteen percent (15%) of the member municipalities and at least two (2) association officers. (Rev. 5/8/91, 04/27/10)

5. The following shall be standing committees of this Association and the duties thereof. The committees shall be appointed by the President unless otherwise provided and shall begin their activities immediately after the annual meeting. (Rev. 3/10/93)

- a. **By-Laws Committee** shall review the by-laws and report its recommendation to the membership at a regular meeting.
- b. **Membership Committee** shall have for its primary function the maintenance and increase in the membership of the Association. The Membership Committee shall distribute the By-laws to the members of CIMCO as needed.
- c. **Auditing Committee** shall audit the Treasurer's records within thirty (30) days after the close of the fiscal year, and at such other times as requested by the membership and shall report results of the audit to the membership at the next available meeting. (Rev. 10/10/01, corrected 04/27/10)
- d. **Scholarship Committee** shall consist of three (3) members and shall be responsible for developing

criteria for the awards in conjunction with the Treasurer and President, issuing a notice to the membership, compiling and disseminating appropriate forms, and making a

Section 1 - These by-laws may be amended at any regular meeting of the Association by a two-thirds (2/3) vote, providing the amendment shall have been mailed to membership 30 days prior to the next regular meeting. (Amendment passed October 23, 1996, Springfield, Illinois)

Section 6 - The fiscal year shall be October 1 through September 30. (Rev. 10/14/98, 04/27/10)

Section 7 - Remote Participation - Remote Participation may be allowed in any meeting via telephone, video or internet connection provided the following must be met:

STANDING RULES

1. The regular meetings shall be held on a bimonthly basis on the second Wednesday of February, April, June, August, October and December. If a date needs to be changed, the Members attending can vote at a meeting or the Executive Committee shall have the right to change a meeting date with 10 days' notice to the membership. (Rev. 3/10/93, 10/14/98, 10/4/06)
2. The President will be responsible for the business agenda.
3. The discussion of partisan politics is prohibited.
4. Endorsements (resolutions) of support for a candidate for office in Municipal Clerks of Illinois shall be given by CIMCO if there is only one candidate for any particular office and that candidate is a member of CIMCO. If there are two candidates (both members of CIMCO) for the same office, CIMCO as an organization shall not support either candidate. Candidates for office of IIMC will also be supported by Resolution. (Rev. 3/10/93, 10/9/02)

At least 24 hours before the meeting unless advance notice is impractical.

(b). The member must assert one of three reasons described herein why he or she is unable to physically attend the meeting, including either (1) that the member cannot attend because of personal illness or disability; (2) the member cannot attend because of employment purposes or the business of CIMCO; or (3) the member cannot attend because of a family or other emergency; and

(c). A quorum of CIMCO must be physically present.

After roll call, a vote shall be taken, considering the prerequisites set forth in this Section 7, on whether to allow an off-site member to participate remotely. All of the members physically present are permitted to vote on

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whether remote participation will be allowed. A vote may be taken to permit remote participation for a stated series of meetings if the same reason applies to each case. Otherwise, a vote must be taken to allow each remote participation.

A quorum must be established by members physically present at any meeting before it can be considered whether to allow a member to participate in the meeting remotely. A vote of a majority of the members present shall be necessary to decide the issue. For the meeting to continue, there shall always need to be a quorum physically present.

The member participating remotely shall be considered an off-site participant and counted as present by means of video or audio conference for that meeting if the member is allowed to participate. The meeting minutes shall also reflect and state specifically whether each member is physically present, present by video, or present by audio means.

The member permitted to participate remotely will be able to express his or her comments during the meeting and participate in the same capacity as those members physically present.

subject to all general meeting guidelines and procedures previously adopted and adhered to. The remote member shall be heard, considered, and counted as to any vote taken. Accordingly, the name of any remote member shall be called during any vote taken,

and his or her vote counted and recorded by the Secretary and placed in the minutes for the corresponding meeting. A member participating remotely may leave a meeting and return as in the case of any member, provided the member attending electronically shall announce his or her leaving and returning. (Rev. 10/13/2021)

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ARTICLE VIII – COMMITTEES

Section 1 - There shall be such committees created as deemed necessary to carry on the objects and interests of this Association

ARTICLE IX – PARLIAMENTARY AUTHORITY

Section 1 - The rules contained in Roberts Rules of Order, Revised, Current Edition, shall govern this Association in all cases to which they are

applicable and in which they are not inconsistent with the By-laws of this Association.

ARTICLE X – AMENDMENTS

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CIMCO Scholarship Committee Report

October 16, 2021

The members of CIMCO were emailed the application and deadline date in early July with a July 19, 2021 deadline for applications. The scholarship was for registration fees for the 2021 IIMC Institute and Academy to be held in Bloomington, Illinois on October 10 – October 15, 2021.

Only one application was received and that was from Diana Pavley-Rock, City Clerk of Canton.

The Scholarship Committee consisting of Janet Gray, Village Clerk, Rantoul and Wendy Hundley, City Clerk of Savoy reviewed the application. We then contacted the Officers of CIMCO to approve this award, to be reaffirmed at the Annual Meeting of CIMCO in October.

Diana Pavley-Rock was noticed by email on September 14, 2021 that she had received a scholarship.

Janet Gray, MMC
Village Clerk, Rantoul
Scholarship Chair




**CENTRAL ILLIONIOS MUNICIPAL CLERKS ORGANIZATION
ILION WAIT CRABEL MEMORIAL SCHOLARSHIP**

1. CIMCO will award one scholarship for registration for attendance at the 2021 Municipal Clerks of Illinois Institute and Academy.
2. Scholarships will be awarded on a need and merit basis with preference given to those attending the First year of Institute.
3. Scholarship must be used for 2021 Institute and Academy. If the Institute is not held, the scholarships will not be issued.
4. The Scholarship Committee will administer the program with the selection process completed and announced by email and at the August CIMCO meeting.
5. Only those applications submitted on the scholarship form within the set deadline will be considered.
6. Completed applications must be received by 5:00 pm July 19, 2021.
7. Applications can be emailed to Janet Gray, Scholarship Committee Chair at jgray@myrantoul.com or mail to 333 S. Tanner St., Rantoul, IL 61866

**The completed application must be received
no later than 5:00 pm July 19, 2021**

Send to:

Phone: 217.892.6801
E-mail: jgray@myrantoul.com

XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX	
Janet Gray, MMC 333 S. Tanner St. Rantoul, IL 61866-2753	

CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
ILION WAIT CRABEL MEMORIAL SCHOLARSHIP APPLICATION

I, _____ do Hereby make application for scholarship assistance from CIMCO to be used for registration at the 2021 IIMC Institute and Academy in Springfield, Illinois.

1. Name _____
2. Title _____ Full-time _____ Part-time _____
3. Municipality _____
4. Municipal Address _____
City _____ State _____ Zip _____
5. Email Address _____ Phone No: _____
6. Member of CIMCO Yes _____ No _____ Member of IIMC Yes _____ No _____
7. Member of MCI Yes _____ No _____ Certification RMC _____, CMC _____, MMC _____
8. Are you applying for the Institute 1 yr. _____ 2 yr. _____ 3 yr. _____ Academy _____
9. How much does your municipality budget annually for your education conferences, meetings, travel, etc.? _____
10. Amount your municipality has agreed to provide for the Institute and Academy

11. Have you applied to your municipality for funds to attend the Institute and Academy?
Yes _____ No _____ Please explain the action taken on your request and by whom?

12. Have you received any other scholarship for this conference? Yes _____ No _____. If so, what is the source and amount awarded. _____
13. What municipal economic/financial factors should the Committee consider in assessing your need for this scholarship? _____

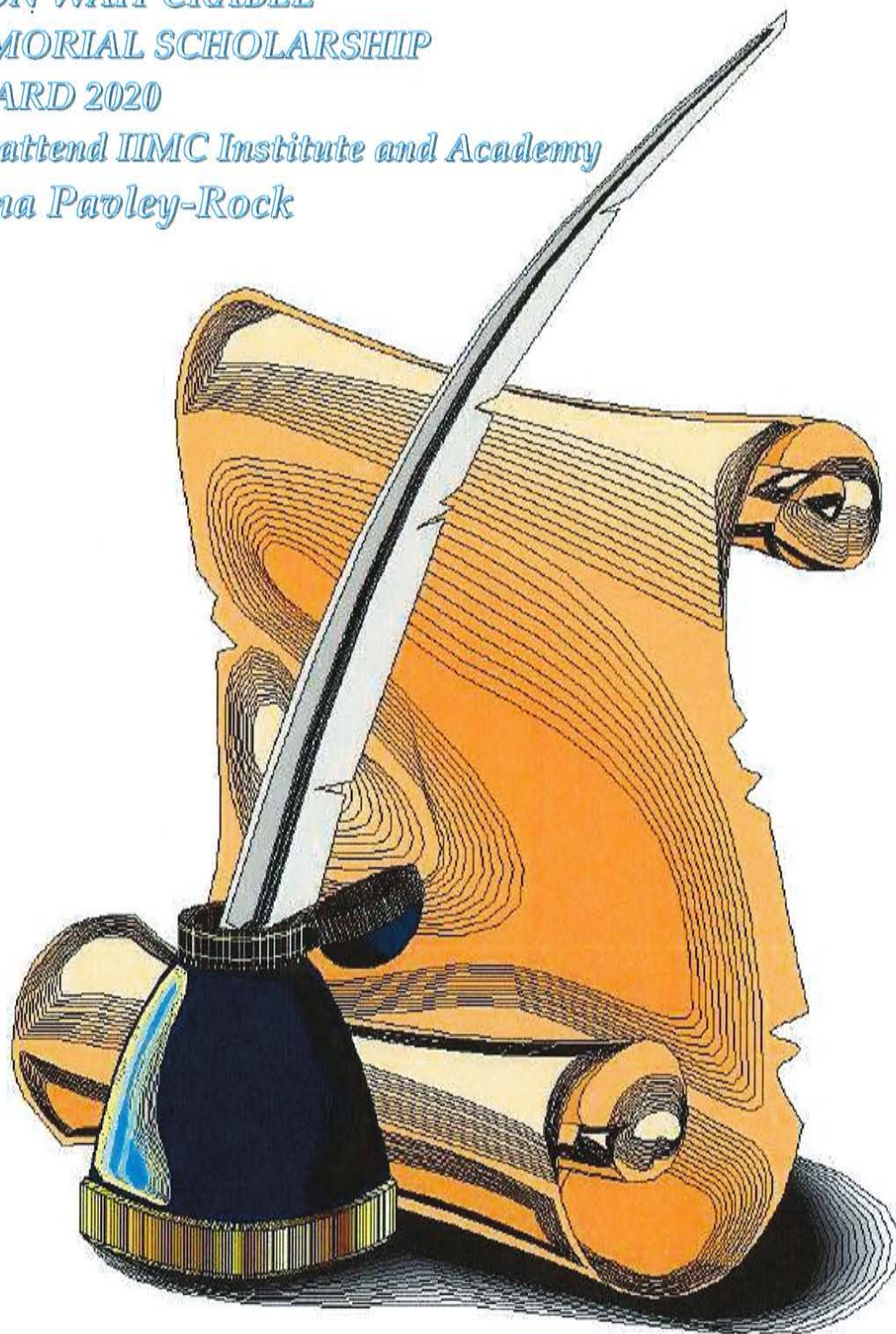
14. I hereby attest that the information submitted with this application is true and correct to the best of my knowledge

Signature of Applicant: _____ Date: _____

Application Deadline – July 19, 2021
Village Clerk Janet Gray, MMC
Village of Rantoul
333 S. Tanner St., Rantoul, IL 61866-2753

*ILION WAIT CRABEL
MEMORIAL SCHOLARSHIP
AWARD 2020*

*To attend IIMC Institute and Academy
Diana Pavley-Rock*





AGENDA

Central Illinois Municipal Clerks Organization

August 11, 2021 at Noon

*Galesburg City Hall
Erickson Conference Room
55 W. Thompkins Street*

1. Call to Order by President Angie Huonker
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held April 14, 2021
5. Report of Officers and Committees
6. New Business
 - A. Resolution Approving the Submission of a Credit Card Application to Morton Community Bank to Obtain a Central Illinois Municipal Clerks Organization Credit Card.
7. Other Business
8. Adjourn

UPCOMING EVENTS

October 13, 2021 – Peoria (Annual Meeting)

December 8, 2021 – Normal, tentative location



AGENDA

Central Illinois Municipal Clerks Organization

June 16, 2021 at 5:30 P.M.

*Medici in Normal
120 W. North Street
Normal, IL 61761*

1. Call to Order by President Angie Huonker
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held April 18, 2021
5. Report of Officers and Committees
6. New Business
 - A. Resolution Approving the Submission of a Credit Card Application to Morton Community Bank to Obtain a Central Illinois Municipal Clerks Organization Credit Card.
7. Other Business
8. Adjourn

UPCOMING EVENTS

August 11, 2021 – Galesburg

October 13, 2021 – Peoria (Annual Meeting)

December 8, 2021 – Normal, tentative location



AGENDA

Central Illinois Municipal Clerks Organization

April 14, 2021 at 5:30 P.M.

Via ZOOM

<https://us02web.zoom.us/j/81985944586?pwd=Q2ZnWFpQamhmd0xPd0tWN0xKWnZ3UT09>

Meeting ID: 819 8594 4586

Passcode: 290903

1. Call to Order by President Angie Huonker
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held February 10, 2021
5. Report of Officers and Committees
6. Old Business
 - A. Approval of Resolution Recognizing the Retirement of Jenny Hayden, Quincy
7. New Business
 - A. Discuss Return to In-Person Meetings
8. Other Business
 - A. CIMCO Debit/Credit Card
 - B. Back to the Basics Status
 - C. Spring / Summer Mini-Session Offering
9. Adjourn



UPCOMING EVENTS

Virtual Athenian Dialogues: <https://www.iimc.com/145/Upcoming-Dialogues>

2020-2021 CIMCO Meeting Schedule (Meetings held via Zoom until COVID-19 Mitigations are lifted)

June 9, 2021 – West Peoria, tentative location

August 11, 2021 – Galesburg, tentative location

October 13, 2021 – Peoria (Annual Meeting), tentative location

December 8, 2021 – Normal, tentative location



AGENDA

Central Illinois Municipal Clerks Organization

February 10, 2021 at 5:30 P.M.

Via ZOOM

<https://us02web.zoom.us/j/89685487393?pwd=eE00MjFwcEtWSEt3NkpodW5PbFVmQT09>

Meeting ID: 896 8548 7393

Passcode: 549807

1. Call to Order by President Angie Huonker
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held December 9, 2020
5. Report of Officers and Committees
 - A. Fourth Quarter 2020 Financial Report
6. New Business
 - A. Approval of Resolution Recognizing the Retirement of Jenny Hayden, Quincy
7. Other Business
 - A. CIMCO Debit/Credit Card
8. Adjourn



AGENDA

Central Illinois Municipal Clerks Organization

December 9, 2020 at 5:30 P.M.

Via ZOOM

<https://us02web.zoom.us/j/82792017253?pwd=dm41a3I4MXNTQjAvTUFpaWdXV2FrUT09>

Meeting ID: 827 9201 7253

Passcode: 035166

1. Call to Order by President Angie Huonker
2. Pledge of Allegiance
3. Roll Call of Officers
4. Approval of Minutes of the Meeting held October 14, 2020
5. Report of Officers and Committees
6. Old Business
 - A. Approval of Resolution Recognizing the Retirement of Pat Brown, Washington
7. New Business
 - A. Presentation of Plaque to Outgoing President, Margaret Hurd
8. Other Business
 - A. Website Review and Discussion
9. Adjourn



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, APRIL 14, 2021
Via Zoom
5:30 P.M.**

CALL TO ORDER

President Angie Huonker called the meeting to order at 5:35 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

The following officers were electronically present for roll call:

President Angie Huonker, Vice President Stefanie Tarr, Treasurer Wendy Hundley, and Secretary Nicole Stewart.

OTHER MEMBERS OF CIMCO ELECTRONICALLY PRESENT:

Sue McMillan (Pekin), Kelli Bennewitz (Galesburg), Ericka Welch (Galesburg), Janet Gray (Rantoul), Past President Margaret Hurd (Chillicothe), and Carla Zerfowski (Long Creek).

APPROVAL OF THE FEBRUARY 10, 2021 MINUTES

A motion was made by Stefanie Tarr, seconded by Sue McMillan, to approve the February 10, 2021 minutes. The motion carried by viva voce vote.

REPORT OF OFFICERS AND COMMITTEES

Treasurer Wendy Hundley reported that there were no changes to the interest earned each month on the account. The credit card application was sent to President Huonker and in order to apply a resolution would have to be approved. The two members on the credit card would be President Angie Huonker and Treasurer Wendy Hundley.

OLD BUSINESS

Approval of Resolution Recognizing the Retirement of Jenny Hayden, Quincy

The Resolution was read into the record by President Angie Huonker. A motion was made by Margaret Hurd, seconded by Janet Gray to approve the resolution recognizing the retirement of Jenny Hayden, Quincy. The motion carried viva voce vote.

NEW BUSINESS

Discuss Return to In-Person Meetings

Members all agreed to return to in person meetings in June. President Angie Huonker suggested moving the October meeting back a week due to MCI meeting in the middle of that week.

OTHER BUSINESS

CIMCO Credit Card/Debit Card

President Angie Huonker stated that the application and resolution for the CIMCO credit card would be presented at the June meeting.

Back to Basics Status

President Angie Huonker informed the members that Back to Basics would be postponed until 2022 and would then pick up on an every other year schedule. Discussion was had on offering mini sessions in the Spring or Summer.

Spring/Summer Mini- Session Offering

Vice President Stefanie Tarr suggested offering mini sessions that were basic and small. She suggested starting out with Parliamentary Procedure and Agendas and Minutes. Janet Gray advised not to go over 2 hours and President Angie Huonker suggested limiting sessions to three 1 hour slots. Discussion continued between the members as to whether it would be held over zoom or in person. Kelli Bennewitz suggested beginning at the end of May and have them once a week for 3 weeks. Erika Welch suggested using the Galesburg conference room and have all the presenters in person and allowing for the participants to Zoom. Erika Welch remembered that having a panel was helpful. President Huonker offered the conference room in Normal that could hold 30 people as Normal was more centrally located. Members also discussed charging a minimal fee of \$30 for 3 hours. Janet Gray suggested that handouts would be provided electronically. Treasurer Wendy Hundley also suggested receiving the material a day or two in advance. Discussion continued and a date was decided to be June 16, 2021 from 1-4PM and reschedule the CIMCO meeting from June 9, 2021 to June 16, 2021 to coincide with the mini-sessions to take place in Normal. President Angie Huonker discussed holding off on the website due to her finance manager not wanting to run the credit card but would like to offer registration for the mini sessions with a mail in payment. Members also discussed outreach to the new clerks. Sue McMillan offered to contact Tazewell County for their new yearbook to help with outreach to new clerks. A meeting was scheduled to discuss the mini sessions for May 28, 2021 at 3:30 P.M. via zoom. Janet Gray discussed offering educational points but and would touch base with IIMC.

GENERAL ANNOUNCEMENTS

Janet Gray announced that MCI was planning a seminar in person for July 22, 2021 and July 23, 2021 in O'Fallen along with a joint meeting for Division 7.

President Angie Huonker questioned whether the Clerk's Institute or Academy was scheduled in Bloomington as the contract had ended in Springfield.

A motion to adjourn was made by Kelli Bennewitz, seconded by Ericka Welch to adjourn the meeting at 6:20 P.M. The motion carried.

Nicole Stewart
Deputy City Clerk, Pekin, IL



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, FEBRUARY 10, 2021
Via Zoom
5:30 P.M.**

CALL TO ORDER

President Angie Huonker called the meeting to order at 5:35 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

The following officers were electronically present for roll call:

President Angie Huonker, Treasurer Wendy Hundley, and Secretary Nicole Stewart.

Absent: Vice President Stefanie Tarr.

OTHER MEMBERS OF CIMCO ELECTRONICALLY PRESENT:

Sue McMillan (Pekin), Kelli Bennewitz (Galesburg), Erika Welch (Galesburg), and Janet Gray (Rantoul).

APPROVAL OF THE DECEMBER 9, 2020 MINUTES

A motion was made by Erika Welch, seconded by Sue McMillan, to approve the December 9, 2020 minutes. The motion carried by viva voce vote.

REPORT OF OFFICERS AND COMMITTEES

Treasurer Wendy Hundley summarized the Fourth Quarter 2020 Financial Report.

Treasurer Wendy Hundley also led the discussion regarding credit card options. It was explained that the card would be issued in the Treasurer's name with up to three account signatures.

NEW BUSINESS

Approval Of Resolution Recognizing The Retirement Of Jenny Hayden, Quincy

A motion was made by Wendy Hundley, seconded by Erika Welch to postpone the approval of the resolution recognizing the retirement of Jenny Hayden, Quincy. The motion carried by viva voce vote.

OTHER BUSINESS

Credit Card/Debit Card

GENERAL ANNOUNCEMENTS

President Angie Huonker announced that it was decided to move forward with Back to Basics. Members discussed the time of September, the location or whether to do it hybrid. Erika Welch and Kelli Bennewitz volunteered to join the Back to Basics Committee. Members suggested hosting the event in Peoria and doing an inperson event. Members raised concern that it was too late to begin planning but the consensus was to begin the process.

A motion to adjourn was made by Erika Welch, seconded by Kelli Bennewitz to adjourn the meeting at 5:57 P.M. The motion carried.

Nicole Stewart
Deputy City Clerk, Pekin, IL



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, DECEMBER 9, 2020**

Via Zoom

CALL TO ORDER

President Angie Huonker called the meeting to order at 5:32 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

The following officers were electronically present for roll call:

President Angie Huonker, Immediate Past President Margaret Hurd, Vice President Stefanie Tarr, Treasurer Wendy Hundley, and Secretary Nicole Stewart.

OTHER MEMBERS OF CIMCO ELECTRONICALLY PRESENT:

Sue McMillan (Pekin), Carla Zerfowski (Long Creek), Kelli Bennewitz (Galesburg), Erika Welch (Galesburg), Jenny Hayden (Quincy), Janet Gray (Rantoul), Margie Barnes (West Peoria). Retired Clerks electronically present: Pat Brown.

APPROVAL OF THE OCTOBER 14, 2020 MINUTES

A motion was made by Margie Barnes, seconded by Janet Gray, to approve the October 14, 2020 minutes. The motion carried by viva voce vote.

REPORT OF OFFICERS AND COMMITTEES

No reports were given.

OLD BUSINESS

Approval of Resolution Recognizing the Retirement of Pat Brown, Washington

Motion was made by Carla Zerfowski, seconded by Kelli Bennewitz, to approve the resolution recognizing the retirement of Pat Brown of Washington. Motion carried by viva voce vote.

NEW BUSINESS

Presentation of Plaque to Outgoing President, Margaret Hurd – presented plaque for Margaret Hurd.

President Angie Huonker recognized Immediate Past President Hurd for her efforts as President and contributions to the organization over the past two years and presented her with a plaque as appreciation.

OTHER BUSINESS

Website Review and Discussion

President Huonker presented the newly designed website to members via screen sharing and requested any feedback. All members present were in agreement with the changes and suggestions. President Huonker directed all membership forms be submitted to Wendy Hundly and suggested any annual reports older than 2015 could be added to the website. President Huonker said she would work on building the service information on member history. President Huonker asked that any changes to the website be sent to her directly.

GENERAL ANNOUNCEMENTS

Janet Gray announced that MCI is working on a virtual seminar for January 2021. Janet Gray also announced she will be retiring at the end of the year and turning in her petition to run for elected Village Clerk.

Stefanie Tarr announced that Beth Ball was retiring. Stefanie also announced that she was running for City Clerk.

Jenny Hayden announced she was also retiring.

A motion to adjourn was made by Kelli Benowitz, seconded by Stefanie Tarr to adjourn the meeting at 6:04 P.M. The motion carried.

Nicole Stewart
Deputy City Clerk, Pekin, IL



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, OCTOBER 14, 2020
Lariat's Steakhouse, 2232 West Glen Avenue, Peoria
5:00 P.M.**

CALL TO ORDER

President Margaret Hurd called the meeting to order at 5:13 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

The following officers were present for roll call:

President Margaret Hurd, Vice President Angie Huonker, Treasurer Wendy Hundley (electronically present), and Secretary Stefanie Tarr.

Absent: Immediate Past President Morgan Cadwalader.

OTHER MEMBERS OF CIMCO PERSONALLY PRESENT:

Tammy Hintz (Delavan), Nicole Stewart (Pekin), Sue McMillan (Pekin), Carla Zerfowski (Long Creek), Beth Ball (Peoria), Margie Barnes (West Peoria). Retired Clerks present: Pat Brown.

OTHER MEMBERS OF CIMCO ELECTRONICALLY PRESENT:

Kelli Bennewitz (Galesburg), Erika Welch (Galesburg), Jenny Hayden (Quincy), Kim Leese (Savoy).

DISTRIBUTION OF ANNUAL REPORT

A motion was made by Beth Ball, seconded by Angie Huonker, to accept the Annual Report. The motion carried by viva voce vote.

APPROVAL OF THE AUGUST 12, 2020 MINUTES

A motion was made by Beth Ball, seconded by Angie Huonker, to approve the August 12, 2020 minutes. The motion carried by viva voce vote.

APPROVAL OF THE TREASURER'S REPORT

Treasurer Hundley provided a brief overview of the Annual Treasurer's Report noting a change in interest rate, which would change the interest paid from \$4.80 to \$5.23. The checking account balance as of September 30, 2020 was \$19,865.27, and the savings account balance was \$10,867.97.

A motion was made by Margie Barnes, seconded by Beth Ball, to accept the Treasurer's report and place on file. The motion carried by viva voce vote

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

A copy of the Auditing Committee's Report was distributed to the membership for inclusion in the Annual Report.

A motion was made by Angie Huonker, seconded by Margie Barnes, to approve the Report of Officers and Committees as presented in the Annual Report. The motion carried by viva voce vote.

UNFINISHED BUSINESS

President Hurd reported the Board decided to make a recommendation to the membership to donate \$100.00 in the memory of Anita Carlton to the Altrusa Scholarship Fund.

Motion was made by Beth Ball, seconded by Margie Barnes, to make a \$100.00 donation to the Altrusa Scholarship Fund in memory of Anita Carlton. Motion carried by viva voce vote.

Kelli Bennewitz said she would provide the information to Treasurer Wendy Hundley in order to submit a donation.

NEW BUSINESS

Scholarship Amendment Standing Rule No. 6

President Hurd provided a brief overview of the amendments proposed to Standing Rule No. 6 relating to scholarships. Beth Ball moved to approve the proposed amendment to Standing Rule No. 6 relating to scholarships, seconded by Margie Barnes. Motion carried by viva voce vote.

By-Law Amendment Article X, Section 1

President Hurd provided a brief overview of the amendment proposed to Article X, Section 1. Angie Huonker moved to approve the proposed amendment to Article X, Section 1 relating to terms of Officers, seconded by Margie Barnes. Motion carried by viva voce vote.

Honorary Membership Resolution presented to Past Treasurer Pat Brown

President Hurd recognized the efforts of Past Treasurer Pat Brown, congratulated her on her recent retirement, and presented her with an Honorary Membership Resolution.

OTHER BUSINESS

It was determined there was no other business to come before the membership.

RECOGNITION OF 2019-2020 OFFICERS

President Hurd recognized Vice-President Angie Huonker, Past Treasurer Pat Brown, Current Treasurer Wendy Hundley, Secretary Stefanie Tarr, providing each with a token of appreciation and words of thanks for their efforts.

RECOGNITION OF 2019-2020 COMMITTEE CHAIRS

President Hurd recognized the 2019-2020 Committee Chairs, providing each with a token of appreciation and words of thanks for their efforts.

RECOGNITION OF 2019-2020 HOSTESSES

President Hurd recognized the 2019-2020 Hostesses, providing each with a token of appreciation and words of thanks for their efforts.

2019-2020 PRESIDENT'S AWARD PRESENTATION

President Hurd awarded the 2019-2020 President's Award to Stefanie Tarr.

ELECTION OF OFFICERS FOR 2020-2022

Nominating Committee Chair Kim Leese provided an overview of the nomination process and named the slate of officers selected for the 2020-2022 term as President Angie Huonker (Normal), Vice President Stefanie Tarr (Peoria), Treasurer Wendy Hundley (Urbana) and Secretary Nicole Stewart (Pekin). President Hurd requested nominations from the floor. Beth Ball made a motion to open the floor for nomination, Margie Barnes seconded the motion. The motion carried. Beth Ball made a motion to accept the slate of officers for 2020-2022 as presented. Margie Barnes seconded the motion. The motion carried.

President Margaret Hurd administered the oath of office and turned the meeting over to President Huonker .

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

ELECTION OF NOMINATING COMMITTEE 2020-2022

Beth Ball made a motion to nominate Margie Barnes as chair of the nominating committee. Margie Barnes seconded the motion. Motion carried. Beth Ball made a motion to nominate Sue McMillan to the nominating committee. Margie Barnes seconded the motion. Motion carried. Nicole Stewart made a motion to nominate Carla Zerfowski to the nominating committee. Beth Ball seconded the motion. Motion carried.

Margie Barnes made a motion to close nominations. Beth Ball seconded the motion. Motion carried. Margie Barnes made a motion to accept the nominating committee as presented. Beth Ball seconded the motion. Motion carried.

GENERAL ANNOUNCEMENTS

Angie Huonker gave an update on the website and asked that the item be placed on the agenda for the meeting in December to go live.

A motion to adjourn was made by Margie Barnes, seconded by Carla Zerfowski to adjourn the meeting at 5:46 P.M. The motion carried.

Stefanie Tarr
Chief Deputy City Clerk, Peoria, IL

Nicole Stewart
Deputy City Clerk, Pekin, IL



WEDNESDAY JUNE 16, 2021
BACK TO THE BASICS
MINI-SESSION

1:00 – 4:00 p.m. Via ZOOM

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

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! Seminar is available only to Municipal Clerks and Deputy Clerks.

**Parliamentary
Procedures**

**Notices and
Agendas**

**Minutes
Open, Closed,
Archiving &
Releasing**

**Session Fee:
\$30.00**

**Registration
Closes Friday
June 11, 2021 at
5:00 p.m.**

Name: _____ Title: _____

Municipality: _____ Phone: _____

Address | City | Zip: _____

Email: _____

Newly Appointed Clerk: Yes No

Newly Elected Clerk: Yes No

For Questions contact Angie Huonker, Normal City Clerk, 309.454.9509, ahuonker@normal.org or
Kelli R. Bennewitz, Galesburg City Clerk, 309.345.3610, kbennewi@ci.galesburg.il.us


**SEND REGISTRATION
& PAYMENT TO:**

Wendy Hundley, Deputy Clerk
City of Urbana
400 S. Vine Street
Urbana, Illinois 61801

Or Register and Pay Online:

www.centralilmunicipalclerks.com

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

<i>2014-2015</i>	Ericka Gillenwater	Galesburg
<i>2015-2016</i>	Ericka Gillenwater	Galesburg
<i>2016-2017</i>	Morgan Cadwalader	East Peoria
<i>2017-2018</i>	Morgan Cadwalader	East Peoria
<i>2018-2019</i>	Margaret Hurd	Chillicothe
<i>2019-2020</i>	Margaret Hurd	Chillicothe
<i>2020-2021</i>	Angie Huonker	Normal

PRESIDENTIAL AWARD

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

<i>2013</i>	Kelli Bennewitz Janet Myers	Galesburg Danville
<i>2014</i>	Sue McMillan	Pekin
<i>2015</i>	Janet Gray	Rantoul
<i>2016</i>	Morgan Cadwalader	East Peoria
<i>2017</i>	Janet Gray	Rantoul
<i>2018</i>	Ericka Gillenwater (Welch)	Galesburg
<i>2019</i>	Beth Ball	Peoria
<i>2020</i>	Stefanie Tarr	Peoria

HONORARY MEMBERS

<i>Ilion Crabel</i>	<i>Chillicothe - Charter Member (deceased)</i>
<i>Robert Arnold</i>	<i>East Peoria - Charter Member</i>
<i>Vicki Crum</i>	<i>Marquette Heights - Charter Member</i>
<i>Marianne Edwards</i>	<i>Normal - Charter Member (deceased)</i>
<i>Earlene Nelson</i>	<i>Bloomington - Charter Member</i>
<i>Joan Steffen</i>	<i>Goodfield - Charter Member</i>
<i>Cheryl Lehman</i>	<i>Forsyth (2002)</i>
<i>Sharon Gibson</i>	<i>Bloomington (2002) (deceased)</i>
<i>Norma Graves</i>	<i>Springfield (2003)</i>
<i>Juanita Josserand</i>	<i>Lincoln (2003)</i>
<i>Cindy Cody</i>	<i>Springfield (2003)</i>
<i>Joyce Hopping</i>	<i>Galesburg - Charter Member (2003)</i>
<i>Patricia Ehrhart</i>	<i>Neoga (2003)</i>
<i>Sandra Murphy</i>	<i>Kewanee (2005)</i>
<i>Anita Carlton</i>	<i>Galesburg (2009)</i>
<i>Carol Moss</i>	<i>Washington (2009)</i>
<i>Berta Veona Dinkins</i>	<i>East Peoria (2010)</i>
<i>Nancy Whites</i>	<i>Canton (2010)</i>
<i>Ann Frels</i>	<i>Normal (2011)</i>
<i>Mary Haynes</i>	<i>Peoria (2012)</i>
<i>Janet Myers</i>	<i>Danville (2013)</i>
<i>Paula Smart</i>	<i>East Peoria (2013)</i>
<i>Kathy Mizer</i>	<i>Forsyth (2014)</i>
<i>Sharon Crabel</i>	<i>Chillicothe (2014)</i>
<i>Linda Swartz</i>	<i>Decatur (2015)</i>

HONORARY MEMBERS

Benda DeFries

Fairbury

Susan Buchman

Roanoke

Tracey Covert

Bloomington (2015)

Carole Stephens

West Peoria (2015)

Wendy Briggs

Normal (2017)

Phyllis Clark

Urbana (2017)

Karla Daubs

Mason City (2017)

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

** known deceased

In Loving Memory



1946-2021

Sharon Ann Crabel

Sharon served as Chillicothe City Clerk from 1989 – 2014 and was a Charter Member of CIMCO where she also served as President in 1992-1993.



1954-2020

Margaret E. "Peg" Bivens

Peg was an Alderman for the City of Knoxville from 1995-1999. She then went on to serve as the City Clerk from 1999-2009. Peg was currently serving as Knoxville's City Treasurer.

Congratulations!

Retirements

**Beth Ball - Peoria
Jenny Hayden - Quincey
Pat Brown – Washington
Penny Bright - Delavan**

**Janet Gray Retirement Deputy Clerk
Elected Village Clerk of Rantoul**

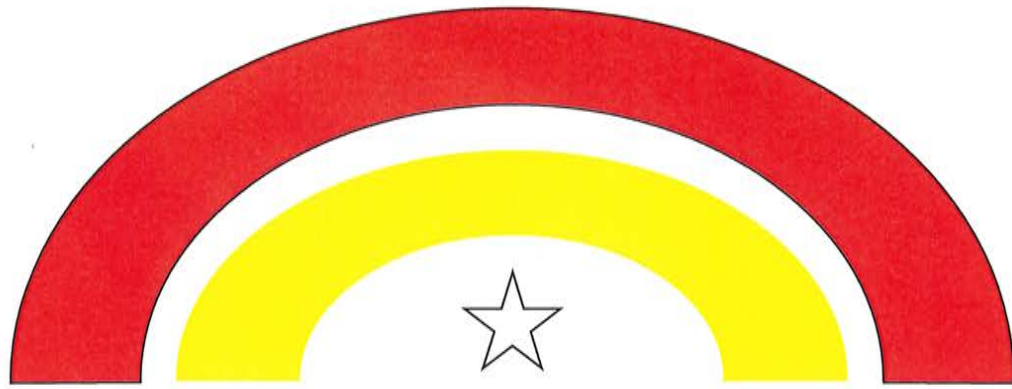
Completed 3rd Year MCI Institute

**Nicole Stewart – City of Pekin
Kim Althoff – City of Decatur
Angie Hounker – Town of Normal**

**Angie Hounker – Elected to MCI Institute
Training Committee**







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 OF OURSELVES—FOR THE GREATER GOOD FOR ALL.”