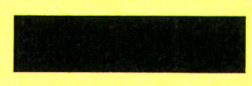


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2022

**Wednesday,
October 19th
5:30 PM
Peoria, Illinois**



**ANNUAL
MEETING**



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 19, 2022 at 5:30 pm

*Alexander's Steakhouse
100 Alexander Avenue
Peoria, Illinois 61603*

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 10, 2022
6. Approval of the Treasurer's Report
7. Approval of Report of Officers and Committees as Presented in the Annual Report
8. New Business
9. Other Business
 - A. Affirm recipients of the 2022 Institute and Academy Hotel Scholarship Allowance of \$500 are Tana Ward, Rantoul and Nicole Stewart, Pekin
 - B. Approval of Purchase and Approval Procedures with use of CIMCO Credit Card
 - C. Discussion of Committee Structure and Review of Potential Changes or Additions to Committees
 - D. Discuss Comprehensive Review of By-Laws



10. Recognition of Officers and Members by President

A. Recognition of 2020-2022 Officers

Past President:	Margaret Hurd, Chillicothe
Vice President:	Stefanie Tarr, Peoria
Secretary:	Nicole Stewart, Pekin
Treasurer:	Wendy Hundley, Savoy

B. Recognition of 2021-2022 Committee Chairs

Auditing:	Tana Ward, Rantoul
By-Law:	Morgan Cadwalader, East Peoria
Historian:	Susan Trevor, Monmouth
Membership & Publicity:	Stefanie Tarr, Peoria
Mentoring:	Sue McMillan, Pekin
Program:	Tana Ward, Rantoul
Scholarship:	Janet Gray, Rantoul
Nominating:	Margie Barnes, West Peoria
Directory:	Kelli Bennewitz, Galesburg
Legislative Liaison:	Janet Gray, Rantoul
Yearbook:	Sue McMillan, Pekin

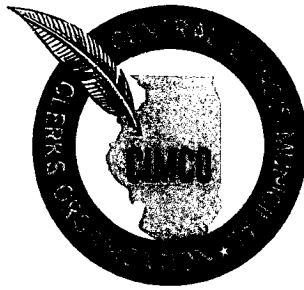
C. Recognition of 2021-2022 Hostesses

October 2021:	Stefanie Tarr, Peoria
December 2021:	Angie Huonker, Normal
February 2022:	Margaret Hurd, Chillicothe
April 2022:	Wendy Hundley, Savoy
June 2022:	Kelli Bennewitz & Erica Gugliotta, Galesburg
August 2022:	Angie Huonker, Normal

D. 2021-2022 President's Award Presentation

11. Election of Officers for 2022-2024

A. Report of Nominating Committee



- B. Open Nominations from the Floor
- C. Motion to Close Nominations
- D. Motion to Accept Slate of Officers for 2022-2024 as Presented

12. Oath of Office Administered to New Officers

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

- A. Motion to Close Nominations
- B. Motion to Accept Nominating Committee as Presented

14. General Announcements

A. Proposed 2022-2023 Meeting Schedule

December 14, 2022	Bloomington at Noon (Holiday Party)
February 9, 2023	West Peoria at Noon
April 12, 2023	Galesburg at 5:30pm
June 15, 2023	Peoria (During Back to Basics) Time TBD
August 9, 2023	Rantoul at Noon
October 18, 2023	Peoria at 5:30pm
December 13, 2023	Savoy, Time TBD

15. Adjournment

UPCOMING EVENTS

MCI Winter Seminar – TBD

IIMC 2023 Conference – Minneapolis, MN – May 14-17, 2023

CIMCO Back to the Basics Seminar – Peoria, IL – June 15-16, 2023



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, AUGUST 10, 2022
Normal City Hall
11 Uptown Circle, 3rd Floor Ron Hill Conference Room
Normal, IL 61761
Noon**

CALL TO ORDER

President Angie Huonker called the meeting to order at 12:43 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

The following officers were present for roll call:

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

Absent: Vice President Stefanie Tarr.

OTHER MEMBERS OF CIMCO PERSONALLY PRESENT:

Sue McMillan (Pekin), Tana Ward (Rantoul), Tierra Shickel (Normal), Amanda Stutsman (Bloomington), Sahara Williams (Bloomington), and Margaret Hurd (Chillicothe).

APPROVAL OF THE JUNE 15, 2022 MINUTES

A motion was made by Wendy Hundley, seconded by Tana Ward, to approve the June 15, 2022 minutes. The motion carried by viva voce vote.

REPORT OF OFFICERS AND COMMITTEES

Quarterly Financial Report

Treasurer Wendy Hundley provided an update stating that there had been no activity in the accounts other than the payment of the website annual fees. The savings account balance was \$11,729.80 and the checking account balance was \$20,473.27. A credit card statement was received for the Back to the Basics room reservations that was due on August 26, 2022.

President Angie Huonker opened the floor for thoughts on putting something in place to approve purchases and credit card payments. President Huonker expressed how important it was to make sure we have members on the Auditing Committee. Tana Ward suggested that the organization approve purchases over a certain amount. Treasurer Wendy Hundley agreed and stated she would draft something for the October meeting.

Members also discussed how last year an account was provided through PayPal in which the payments for Back to Basics was automatically deposited into the CIMCO checking account.

NEW BUSINESS

A. Approval of a 2022 Institute and Academy Scholarship Allowance for Two Hotel Scholarships and No Registration Scholarships

President Angie Huonker stated that Janet Gray brought to the organization's attention that two members applied for the registration and MCI Institute/Academy scholarships. One scholarship was originally approved for registration and the other was approved for hotel. Both recipients were also awarded registration through MCI so it was suggested to approve both scholarships for two hotels instead. Margaret Hurd clarified that it would be just a one-time event to award two hotel scholarships and suggested sending scholarship applications to members earlier in the year. President Huonker agreed and suggested that the applications be placed online and to provide a reminder at the bottom of the meeting notices.

It was also noted that the membership application was in its final stages with a deadline of October 1. Amanda Stutsman suggested removing the year from the applications for scholarship so that it would not have to be revised online each year. All members present gave a consensus but decided that removal of the year for the scholarship application would first need Janet Gray's approval before making it official.

A motion was made by Amanda Stutsman seconded by Tana Ward to remove the year from the membership and scholarship applications. The motion carried by viva voce vote.

B. Approval of a 2023 Back to the Basic Scholarship to Allowing One Hotel Scholarship and one Registration Scholarship

A motion was made by Tana Ward seconded by Amanda Stutsman to approve a scholarship for Back-to-Basics registration and a second scholarship for up to \$200 for hotel stay. It was stated that it was too early for applicants to apply but would be added to the bylaws. The motion carried by viva voce vote.

C. Discussion on a Comprehensive Review of By-Laws

President Angie Huonker led the discussion regarding the By-Laws stating that no one was on the

committee except for Morgan Cadwalader and requested a few members to help review the bylaws to make sure all changes were up to date so that a finalized version could be presented. President Angie Huonker also requested that the committee listing be reviewed and to also determine if the committees created were necessary to keep.

D. Election Nomination Discussion – Notice of Election of Officers goes out in September

President Angie Huonker announced that the slate of candidate notice is sent in September for the October meeting. President Huonker requested that Sue McMillan reach out to the other members of the nominating committee, Carla Zerfowski and Margie Barnes, to determine the slate of officers. A 30-day notice was required to be posted prior to the meeting in October for vote.

Treasurer Wendy Hundley stated that she had CIMCO documents dating back to 1988. President Angie Huonker suggested maintaining physical records for 8 or 7 years before destroying them. The annual reports, minutes and agenda are maintained on the website. It was suggested appointing a member as the manager for CIMCO records. President Huonker also pointed out that documents can be posted on the website without making them public. Members continued the discussion agreeing that all records should be maintained electronically to be accessed on one platform. President Huonker said she would look into a drop box.

OTHER BUSINESS

- A. The Annual Meeting will be held in Peoria in October. Annual Report materials should be sent to Sue McMillan in the coming weeks.

ADJOURN

A motion was made by Margaret Hurd seconded by Treasurer Wendy Hundley to adjourn the meeting. Motion carried viva voce vote. The meeting was adjourned at 1:23 pm.

Nicole Stewart
Deputy City Clerk, Pekin, IL
CIMCO Secretary

CIMCO Treasurer's Report
(July 1, 2022 – September 30, 2022)



CHECKING ACCOUNT Champaign - Hometown Community B

BALANCE ON July 1, 2022 **\$ 20,473.27**

INCOME

07/12/2022	Membership Dues	\$ 15.00	
07/18/2022	Membership Dues	\$ 15.00	
09/22/2022	Membership Dues	\$ 60.00	
09/30/2022	Membership Dues	\$ 210.00	
	TOTAL INCOME	\$ 300.00	\$ 300.00

EXPENSES

08/18/2022	Credit Card Payment - B2B deposit	\$ 2,000.00	
	TOTAL EXPENSES	\$ 2,000.00	\$ 2,000.00

BALANCE ON September 30, 2022 **\$ 18,773.27**

SAVINGS ACCOUNT Champaign - Hometown Community Banks

BALANCE ON July 1, 2022 **\$ 11,729.80**

INCOME

07/12/2022	Membership Dues	\$ 15.00	
07/18/2022	Membership Dues	\$ 15.00	
07/29/2022	Interest	\$ 0.28	
08/31/2022	Interest	\$ 0.38	
09/22/2022	Membership Dues	\$ 60.00	
09/30/2022	Membership Dues	\$ 210.00	
09/30/202	Interest	\$ 0.48	
	TOTAL INCOME	\$ 301.14	\$ 301.14

EXPENSES

TOTAL EXPENSES	\$ -	\$ -
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BALANCE ON September 30, 2022 **\$ 12,030.94**

Respectfully submitted,

Wendy M. Hundley
Wendy M. Hundley

Date: October 19, 2022

2021-2022 CIMCO Officers



PRESIDENT:

Angie Huonker, Town of Normal
ahuonker@normalil.gov

VICE PRESIDENT:

Stefanie Tarr, City of Peoria
starr@peoriagov.org

SECRETARY:

Nicole Stewart, City of Pekin
nlstewart@ci.pekin.il.us

TREASURER:

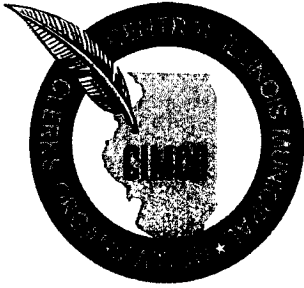
Wendy Hundley, Village of Savoy
wendy.hundley@savoy.illinois.gov

IMMEDIATE PAST PRESIDENT

Margaret Hurd, City of Chillicothe, *Retired*
cityclerk@cityofchillicotheil.org

2021-2022 CIMCO COMMITTEES

AUDITING:	Tana Ward - Rantoul
BY-LAWS:	Morgan Cadwalader – East Peoria Nicole Stewart – Pekin Tana Ward - Rantoul
HISTORIAN:	Susan Trevor – Monmouth
MEMBERSHIP:	Stephanie Tarr – Peoria
PUBLICITY:	Sue McMillan - Pekin
MENTORING:	Sue McMillan – Pekin
NOMINATING:	Margie Barnes – West Peoria Janet Gray - Rantoul Sue McMillan – Pekin Carla Zerfowski – Long Creek
PROGRAM:	Tana Ward – Rantoul Angie Huonker – Normal
SCHOLARSHIP:	Janet Gray – Rantoul Wendy Hundley – Savoy Nicole Stewart - Pekin
TELEPHONE DIRECTORY:	Kelli Bennewitz – Galesburg
LEGISLATIVE LIAISON	Janet Gray – Rantoul
YEAR BOOK	Sue McMillan – Pekin Nicole Stewart – Pekin



Dear CIMCO Members,

As we close out our 34th year and my time as CIMCO President comes to an end, I have so many to thank. First, I would like to thank each of the past presidents who have carried and supported our organization since 1988. They built and grew this organization that I have been fortunate to serve for the last two years.

I especially want to thank my fellow CIMCO officers, Stefanie Tarr, Nicole Stewart, and Wendy Hundley for their guidance, patience, professionalism, and kindness. I wouldn't have been able to do it without them!

I would also like to extend a special thank you to all of our Committee chairmen and members. Their dedication has been instrumental in keeping us moving forward as an organization.

Additionally, I would like to thank our hostesses. Without them, there is no way we could have been successful.

December:	Angie Huonker, Normal
February:	Margaret Hurd, Chillicothe (retired)
April:	Wendy Hundley, Savoy
June:	Kelli Bennewitz and Erica Gugliotta, Galesburg
August:	Angie Huonker, Normal
October:	Stefanie Tarr, Peoria

Thank you to all of you for your hard work and effort throughout the year in support of the CIMCO mission. It has been an honor to serve as your President, and I look forward to many more years as a CIMCO member.

Sincerely,

Angie Huonker
CIMCO President, 2020-2022





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

TO: CIMCO Membership
FROM: Stefanie Tarr, Vice President
DATE: September 28, 2022
RE: Vice President's Annual Report

It has been an honor to serve the CIMCO membership as Vice Present for 2021 – 2022. We started to see relief with the COVID pandemic restrictions finally being lifted in March and April of 2022. The Governor of Illinois continues to issue new Disaster Proclamations, which provides the ability for boards and commissions to be virtually, if necessary. By now most cities, towns, and villages have developed ways for electronic attendance and has become second nature in routine. There has been a lot of COVID Relief Money provided to cities, which has helped a number of Clerks advance their technology for processing FOIAs, records retention, and agenda management.

CIMCO is very excited to begin preparations for an in-person "Back-to-Basics" seminar in 2023. Everyone is excited at being able to meet in person and to share and collaborate with other Clerk's from around the State.

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 cursive script that reads "Stefanie Tarr".

Stefanie Tarr
CIMCO Vice President, 2021-2022

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 1, 2022

RE: Secretary's Annual Report

It has been a pleasure serving as your CIMCO Secretary for the past two years. Now with the pandemic of COVID-19 wailing in the wind, mostly anyway, 2022 has proven to be a year of relief, and the realization of all we are capable of achieving when we put our mind to it. Here is a summary of the CIMCO meetings held over the past year:

- In October 2021, we all met for our annual meeting at the Creve Coeur Club in Peoria and recognized our Officers, Committee Chairs, and Hostesses. The 2020-2021 Presidents Award went to Kelli Bennewitz for her hard work facilitating a virtual Back-to-Basics event during COVID-19. Also noted was an amendment to the bylaws to permanently allow for remote meetings as needed.
- In December 2021, we had lunch at Ancho & Agave, in Bloomington, hosted by our President Angie Huonker. It was voted to donate, in memory of Mary Hayes and Sharon Crabel, \$100 each to the Back-to-Basics Fund.
- In February 2022, Margaret Hurd hosted at the Grecian Gardens in Chillicothe, but we unfortunately had some that could not make it and I was feeling under the weather, so no meeting was held due to lack of a quorum, but the ladies did have a nice lunch.
- In April 2022, discussion of adding a webmaster to the committee list was proposed, along with a discussion regarding Statement of Economic Interest. This meeting was hosted by Wendy Hundley at El Rancho Grande in Savoy.
- In June 2022, Back-to-Basics planning was back in full swing. The addition of the Webmaster to the CIMCO Committee list was approved along with the appointment of Tana Ward as our Webmaster. It was also discussed that CIMCO could award a \$500 scholarship, each for registration and hotel reimbursement for Institute/Academy, along with a registration scholarship and up to \$200 for hotel reimbursement for Back-to-Basics. Kelli Bennewitz and Ericka Gugliotta hosted this meeting at City Hall in Galesburg.
- In August 2022, the organization met at City Hall in Normal, hosted by our President Angie Huonker. This month we discussed how purchases and credit card payments should be approved. Scholarship awards were announced for Tana Ward and myself and it was voted to allow for each of us to have hotel scholarships for \$500 and award no registration scholarships to MCI Institute/Academy, since both of us had been awarded registration scholarship by MCI. Thank you CIMCO! Also approved was one hotel scholarship up to \$200 for hotel and one registration scholarship to Back-to-Basics. A discussion was also led to do a comprehensive review of the By-Laws and to review the committee listing to possibly eliminate unnecessary committees.

- CIMCO's Annual Meeting for October 2022 is currently scheduled to be held in Peoria hosted by Vice President Stefanie Tarr. It is an election year for the President, Vice President and Secretary. The slate of officers has been posted for the upcoming election. We wish everyone luck in the new fiscal year and to those who will be attending this year's Institute and Academy in Bloomington.

Thank you to all the members of CIMCO for your overwhelming support and for making this such a wonderful organization to be a part of. I look forward to see what great things CIMCO will do in the coming year.

Respectfully submitted,



Nicole Stewart
CIMCO Secretary, 2020-2022



To: CIMCO
Date: August 19, 2022
From: Wendy M. Hundley, Treasurer
Re: Annual report

Welcome to our new members,

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 2021-2022 \$20,205.78
- Checking beginning balance from 2022-2023 \$18,773.27 a decrease of \$1,432.51
- Savings beginning balance from 2021-2022 \$11,157.18
- Savings beginning balance from 2022-2023 \$ 12,030.94 an increase of \$873.76

Please keep in mind that our total in savings does not reflect the scholarships that were awarded in 2021-2022 for \$1,000.00. Two lucky recipients will receive \$500.00.

Membership Updates

- 2021-2022 We had a total of 49 members (11 new members)
- 2022-2023 So far this year we have received 15 membership forms 5 are new members.

Thank you,

Wendy M. Hundley

Treasurer

CIMCO Annual Treasurer's Report
(October 1, 2021 – September 30, 2022)



REVENUE SUMMARY

Membership Dues FY 21-22	\$	420.00
Membership FY 22-23	\$	360.00
Interest paid from 10-2021 through 09-2022	\$	3.76
TOTAL REVENUES	\$	783.76

EXPENDITURE SUMMARY

President's award	\$	80.59
Annual Website fee	\$	221.92
Credit card payment - B2B Holiday Inn deposit	\$	2,000.00
TOTAL EXPENDITURE	\$	2,302.51

Respectfully submitted,

Wendy M. Hundley

Wendy M. Hundley, Treasurer

Date: October 19, 2022

Central Illinois Municipal Clerks Organization

Washington Community Bank Savings Account - 2227932

October 1, 2021 - September 30, 2022



Date	Description	Amount of Deposit	Withdrawl	Balance
	Balance Forward			\$ 11,157.18
10/5/2021	Membership Dues	\$ 135.00		\$ 11,292.18
10/8/2021	Membership Dues	\$ 120.00		\$ 11,412.18
10/19/2021	Membership Dues	\$ 75.00		\$ 11,487.18
10/22/2021	Membership Dues	\$ 30.00		\$ 11,517.18
10/29/2021	Membership Dues	\$ 15.00		\$ 11,532.18
10/29/2021	Interest	\$ 0.27		\$ 11,532.45
11/8/2021	Membership Dues	\$ 60.00		\$ 11,592.45
11/17/2021	Membership Dues	\$ 15.00		\$ 11,607.45
11/30/2021	Interest	\$ 0.30		\$ 11,607.75
12/1/2021	Membership Dues	\$ 15.00		\$ 11,622.75
12/8/2021	Membership Dues	\$ 30.00		\$ 11,652.75
12/29/2021	Membership Dues	\$ 15.00		\$ 11,667.75
12/31/2021	Interest	\$ 0.30		\$ 11,668.05
1/31/2022	Interest	\$ 0.30		\$ 11,668.35
2/23/2022	Membership Dues	\$ 30.00		\$ 11,698.35
2/25/2022	Membership Dues	\$ 30.00		\$ 11,728.35
2/28/2022	Interest	\$ 0.27		\$ 11,728.62
3/31/2022	Interest	\$ 0.30		\$ 11,728.92
04/29/2022	Interest	\$ 0.28		\$ 11,729.20
05/31/2022	Interest	\$ 0.31		\$ 11,729.51
06/30/2022	Interest	\$ 0.29		\$ 11,729.80
07/12/2022	Membership Dues	\$ 15.00		\$ 11,744.80
07/18/2022	Membership Dues	\$ 15.00		\$ 11,759.80
07/29/2022	Interest	\$ 0.28		\$ 11,760.08
08/31/2022	Interest	\$ 0.38		\$ 11,760.46
09/22/2022	Membership Dues	\$ 60.00		\$ 11,820.46
09/30/2022	Membership Dues	\$ 210.00		\$ 12,030.46
09/30/2022	Interest	\$ 0.48		\$ 12,030.94

is reconciled with bank statement

is outstanding

Central Illinois Municipal Clerks Organization

Washington Community Bank Checking Account - 199214

October 1, 2021 - September 30, 2022



Date	Description	Check Number	Check Amount	Deposit Amount	Balance
	Balance Forward				\$ 20,205.78
10/05/2021	Membership Dues			\$ 135.00	\$ 20,340.78
10/08/2021	Membership Dues			\$ 120.00	\$ 20,460.78
10/19/2021	Membership Dues			\$ 75.00	\$ 20,535.78
10/21/2022	Town of Normal - President's award	1078	\$ 80.59		\$ 20,455.19
10/22/2021	Membership Dues			\$ 30.00	\$ 20,485.19
10/29/2021	Membership Dues			\$ 15.00	\$ 20,500.19
11/08/2021	Membership Dues			\$ 60.00	\$ 20,560.19
11/17/2021	Membership Dues			\$ 15.00	\$ 20,575.19
12/01/2021	Membership Dues			\$ 15.00	\$ 20,590.19
12/08/2021	Membership Dues			\$ 30.00	\$ 20,620.19
12/29/2021	Membership Dues			\$ 15.00	\$ 20,635.19
02/23/2022	Membership Dues			\$ 30.00	\$ 20,665.19
02/25/2022	Membership Dues			\$ 30.00	\$ 20,695.19
	Town of Normal - Annual				
05/03/2022	Website fee	1079	\$ 221.92		\$ 20,473.27
07/12/2022	Membership Dues			\$ 15.00	\$ 20,488.27
07/18/2022	Membership Dues			\$ 15.00	\$ 20,503.27
	Morton Community Bank -				
08/18/2022	Credit Card Payment	1080	\$ 2,000.00		\$ 18,503.27
09/22/2022	Membership Dues			\$ 60.00	\$ 18,563.27
09/30/2022	Membership Dues			\$ 210.00	\$ 18,773.27

*Check 1080 Deposit payment to the Holiday Inn for B2B 2023

is reconciled with bank statement

is outstanding

CIMCO Treasurer's Report
(January 1, 2022 – March 31, 2022)



CHECKING ACCOUNT Hometown Community Banks

BALANCE ON January 1, 2022			\$ 20,635.19
INCOME			
02/23/2022	Membership Dues	\$ 30.00	
02/25/2022	Membership Dues	\$ 30.00	
	TOTAL INCOME	\$ 60.00	\$ 60.00
EXPENSES			
		\$ -	
	TOTAL EXPENSES	\$ -	\$ -
BALANCE ON 03/31/2022			\$ 20,695.19

SAVINGS ACCOUNT Hometown Community Banks

BALANCE ON January 1, 2022			\$ 11,668.05
INCOME			
01/31/2022	Interest	\$ 0.30	
02/23/2022	Membership Dues	\$ 30.00	
02/25/2022	Membership Dues	\$ 30.00	
02/28/2022	Interest	\$ 0.27	
03/31/2022	Interest	\$ 0.30	
	TOTAL INCOME	\$ 60.87	\$ 60.87
EXPENSES			
		\$ -	
	TOTAL EXPENSES	\$ -	\$ -
BALANCE ON 03/31/2022			\$ 11,728.92

Respectfully submitted,

Wendy M. Hundley

Wendy M. Hundley

Date: Wednesday, April 13, 2022

CIMCO Treasurer's Report
(April 1, 2022 – June 30, 2022)



CHECKING ACCOUNT Hometown Community Banks

BALANCE ON APRIL 1, 2022 \$ 20,695.19

INCOME

TOTAL INCOME \$ - \$ -

EXPENSES

05/03/2022 Town of Normal - Annual Website fee \$ 221.92

TOTAL EXPENSES \$ 221.92 \$ 221.92

BALANCE ON 6/30/2022 \$ 20,473.27

SAVINGS ACCOUNT Hometown Community Banks

BALANCE ON April 1, 2022 \$ 11,728.92

INCOME

04/29/2022 Interest \$ 0.28

05/31/2022 Interest \$ 0.31

06/30/2022 Interest \$ 0.29

TOTAL INCOME \$ 0.88 \$ 0.88

EXPENSES

\$ -

TOTAL EXPENSES \$ - \$ -

BALANCE ON 6/30/2022 \$ 11,729.80

Respectfully submitted,

Wendy M. Hundley

Wendy M. Hundley

Date: August 10, 2022

CIMCO Treasurer's Report
(July 1, 2022 – September 30, 2022)



CHECKING ACCOUNT Champaign - Hometown Community B

BALANCE ON July 1, 2022 **\$ 20,473.27**

INCOME

07/12/2022	Membership Dues	\$ 15.00	
07/18/2022	Membership Dues	\$ 15.00	
09/22/2022	Membership Dues	\$ 60.00	
09/30/2022	Membership Dues	\$ 210.00	
	TOTAL INCOME	\$ 300.00	\$ 300.00

EXPENSES

08/18/2022	Credit Card Payment - B2B deposit	\$ 2,000.00	
	TOTAL EXPENSES	\$ 2,000.00	\$ 2,000.00

BALANCE ON September 30, 2022 **\$ 18,773.27**

SAVINGS ACCOUNT Champaign - Hometown Community Banks

BALANCE ON July 1, 2022 **\$ 11,729.80**

INCOME

07/12/2022	Membership Dues	\$ 15.00	
07/18/2022	Membership Dues	\$ 15.00	
07/29/2022	Interest	\$ 0.28	
08/31/2022	Interest	\$ 0.38	
09/22/2022	Membership Dues	\$ 60.00	
09/30/2022	Membership Dues	\$ 210.00	
09/30/202	Interest	\$ 0.48	
	TOTAL INCOME	\$ 301.14	\$ 301.14

EXPENSES

	TOTAL EXPENSES	\$ -	\$ -
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BALANCE ON September 30, 2022 **\$ 12,030.94**

Respectfully submitted,

Wendy M. Hundley
Wendy M. Hundley

Date: October 19, 2022



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: September 29, 2022

RE: 2022 Annual By-Laws Committee Report

The By-Laws Committee made recommendations for changes to the By-Laws that were approved at the June 15, 2022 CIMCO meeting. The recommended changes added a Website Committee that consists of a Webmaster that will handle the website, including (1) serving as the primary contact for the organization website, (2) maintaining the website and content, and (3) ensuring the website aligns with CIMCO's goals and objectives.

To align the bylaws with recent past practices, the Bylaw Committee and the Scholarship Committee is proposing the following revisions.

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 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 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.

STANDING RULES

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. 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, 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 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~~ 30 the following year.

By-Law Sections Relating to Committee Discussion

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 X – AMENDMENTS

STANDING RULES

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 recommendation regarding the recipients no later than the October annual meeting.
 - e. **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)
- 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)



Village of Rantoul

333 S. Tanner Street
P.O. Box 38
Rantoul, IL 61866

Phone 217.893.1661
Fax 217.892.5501

To: Angie Huonker, President
CIMCO Members

From: CIMCO Scholarship Committee
Janet Gray, Chairman, Rantoul
Wendy Hundley, Savoy

Date: September 21, 2022

RE: 2022 Annual Scholarship Committee Report

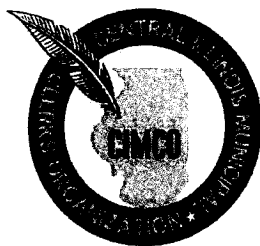
In January the committee received one application for a scholarship to attend the Annual IIMC conference in Birmingham, Alabama. It was awarded to Diane Pavley-Rock of Canton. However, Diane did not attend the conference so the scholarship was not issued.

At the June CIMCO meeting the members voted to award one scholarship for registration at the Institute and Academy in October. The members also voted to award one scholarship for hotel fees up to \$500.00.

The Committee received two applications for both the registration scholarship and the hotel scholarship. We were informed that both applicants received scholarships from MCI to pay their full registration fee.

Based on this, at the August CIMCO meeting, the Committee asked the members to consider authorizing two hotel scholarships instead on one for registration and one for the hotel. The request was approved.

The two scholarships for hotel costs, up to \$500.00 were award to:
Nicole Stewart, Pekin
Tana Ward, Rantoul



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

AWARD POLICY


1. The Central Illinois Municipal Clerks Organization (CIMCO) will award two scholarships for the 2022 Municipal Clerks of Illinois (MCI) Institute /Academy being held October 9-14, 2022 in Bloomington, IL. One scholarship will be awarded for registration, and the other will be awarded for hotel accommodations.
2. Scholarships will be awarded on both a need and merit basis, with preference given to those attending Year I of Institute.
3. Scholarships must be used for 2022 Institute /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 via email and during the August CIMCO meeting.
5. Only those applications submitted on the scholarship form, received within the set deadline, will be considered.
6. Completed applications must be received by 5:00 pm July 19, 2022.
7. Applications can be sent via email to the Scholarship Committee Chair, Janet Gray, at jgray@myrantoul.com, or mailed to the address noted below.

Application Deadline – July 19, 2022 5:00pm

Questions?

Contact Janet Gray, MMC
Phone: 217-892-6805
Email: jgray@myrantoul.com

Mail to:

<p>XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX</p> <p>Janet Gray, Village Clerk Village of Rantoul 333 S. Tanner Street Rantoul, IL 61866</p>	
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**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
ILION WAIT CRABEL MEMORIAL SCHOLARSHIP**

APPLICATION

I, _____, do hereby request scholarship assistance from the CIMCO Ilion Wait Crabel Memorial Scholarship Fund to be used for registration and/or hotel accommodations for the 2022 MCI Institute /Academy in Bloomington, Illinois.

1. Name: _____
2. Title: _____ Full-time Part-time
3. Municipality: _____
4. Municipal Address: _____
City: _____ State: Illinois Zip: _____
5. Email Address: _____
6. Home/Cell: _____ Office: _____
7. 2022 Memberships: CIMCO | MCI | IIMC
8. Certification Achieved: RMC | CMC | MMC
9. 2022 Participation: Institute Year 1 Year 2 Year 3 | Academy
10. Scholarship Applying for: Registration Hotel Accommodations Both
11. Total annual municipal budget for your education, conferences, training, meetings, travel, etc.? \$ _____
12. Total budgeted for 2022 MCI Institute /Academy? \$ _____
13. Have you been approved to attend the 2022 MCI Institute /Academy from your municipality? Yes No Has the funding been approved? Yes No
14. What action was taken on your request, and by whom? _____

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

Information submitted with this application is true and correct to the best of my knowledge.

Signature

Date

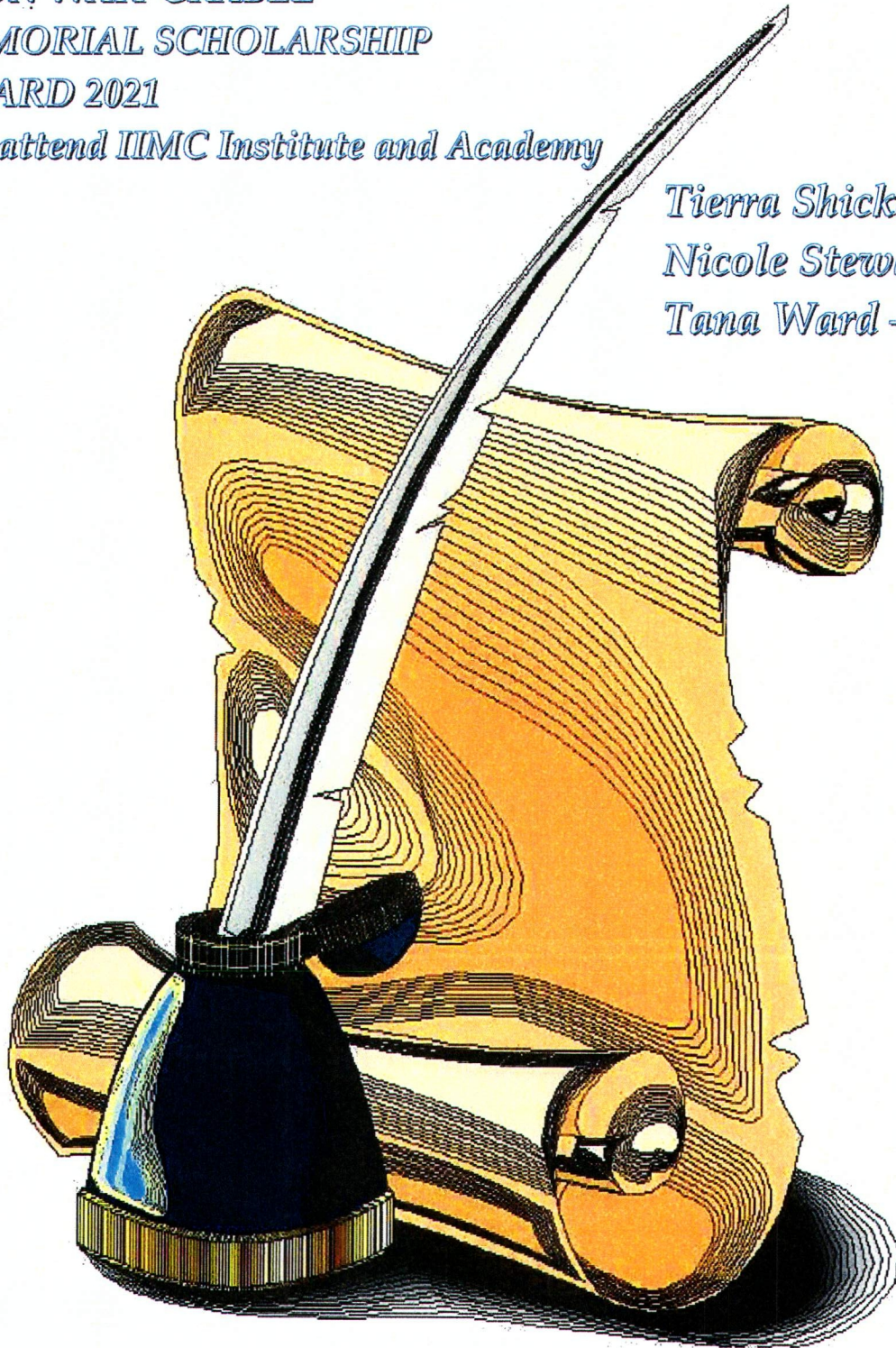
Application Deadline – July 19, 2022 5:00pm

Village Clerk Janet Gray, Village of Rantoul, 333 S. Tanner Street, Rantoul, IL 61866
jgray@myrantoul.com | 217-892-6805

*ILION WAIT CRABEL
MEMORIAL SCHOLARSHIP
AWARD 2021*

To attend IIMC Institute and Academy

*Tierra Shickel - Normal
Nicole Stewart - Pekin
Tana Ward - Rantoul*



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
<i>2021</i>	Kelli Bennewitz	Galesburg



NOTICE OF ELECTION OF OFFICERS

To: CIMCO Membership

From: Angie Huonker
CIMCO President

Date: September 9, 2022

Notice is hereby given that the Central Illinois Municipal Clerks Organization (CIMCO) will conduct an Election of Officers at its Annual Meeting, to be held on Wednesday, October 19, 2022, 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, and Secretary for 2022-2024. The office of Treasurer is a 4-year term and will not be up for election until 2024.

Nominators and Candidates must be duly paid members of CIMCO for fiscal year 2021-2022, 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 for no more than two minutes.

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

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 309.454.9509.

Signed,

Angie Huonker
CIMCO President





NOTICE OF ELECTION OF OFFICERS

To: Angie Huonker
CIMCO President

From: CIMCO Nominating Committee

Date: September 9, 2022

The Nominating Committee consisting of Janet Gray, Carla Zerfowski, Sue McMillan and Margie Barnes, served for the year 2021-2022. We thank you for the opportunity to serve on this committee.

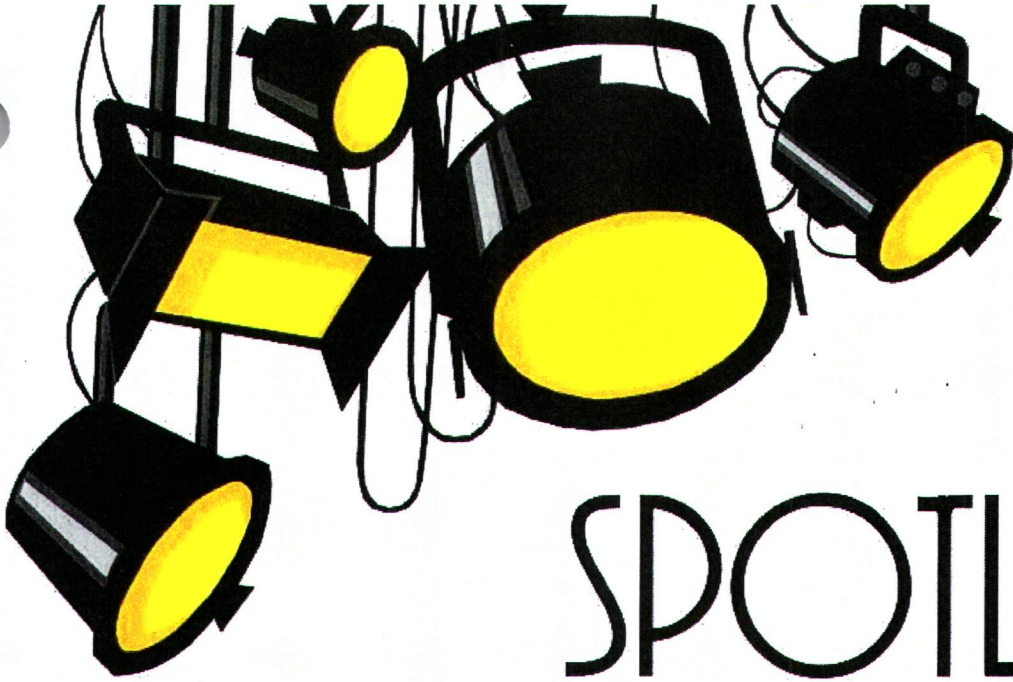
We submit the following slate for your consideration and ask that the Secretary prepare election notices in accordance with the Election Policy for the Central Illinois Municipal Clerks Organization (CIMCO). The election will be held at the Annual Meeting in Peoria on October 19, 2022. The committee will hear other nominations from the floor in addition to the slate being presented.

President: Stephanie Tarr, Peoria
Vice President: Nicole Stewart, Pekin
Secretary: Tana Ward, Rantoul

Please note that Angie Huonker, Normal will occupy the Immediate Past President post without election.

Signed: Janet Gray
Carla Zerfowski
Sue McMillan
Margie Barnes





SPOTLIGHT

Year 2 MCI Institute

Trina Bonds – Peoria
Darcy Sandefur – Urbana
Amanda Stutsman –
Bloomington
Tana Ward – Rantoul

Year 1 MCI Institute

Tierra Shickel -
Normal

MCI Academy

Janet Gray – Rantoul
Wendy Hundley – Savoy
Angie Huonker – Normal
Nicole Stewart – Pekin
Stephanie Tarr - Peoria
Carla Zerfowski – Long
Creek

MCI Director

Tana Ward
- Rantoul

SAVE THE DATE

**Central IL Municipal Clerks Organization (CIMCO)
will present our biennial seminar
"Back to Basics"
June 15 and 16, 2023
Holiday Inn & Suites Peoria at Grand Prairie
Peoria, IL
More information to follow!**



AGENDA

Central Illinois Municipal Clerks Organization

August 10, 2022 at Noon

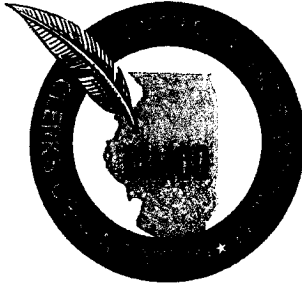
Normal City Hall

11 Uptown Circle, 3rd Floor Ron Hill Conference Room

Normal, Illinois 61761

Prior to the board meeting there will be a Back to the Basics meeting at 11:00am, all are welcome to attend.

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 June 15, 2022
5. Report of Officers and Committees
 - A. Quarterly Financial Report
6. New Business
 - A. Approval of a 2022 Institute and Academy Scholarship Allowance for Two Hotel Scholarships and No Registration Scholarships
 - B. Approval of a 2023 Back to the Basic Scholarship to Allowing for One Hotel Scholarship and One Registration Scholarship
 - C. Discussion on a Comprehensive Review of By-Laws
 - D. Election Nomination Discussion – Notice of Election of Officers goes out in September.



7. Other Business

- A. The Annual Meeting will be held in Peoria in October. Annual Report materials should be sent to Sue McMillan in the coming weeks.

8. Adjourn

UPCOMING EVENTS

MCI Institute and Academy – Bloomington, Illinois – October 9-14, 2022 – Registration Not Yet Open

2021-2022 CIMCO Meeting Schedule

October 19, 2022	Peoria (Annual Meeting & Elections) 5:30pm
December 14, 2022	Bloomington at Noon



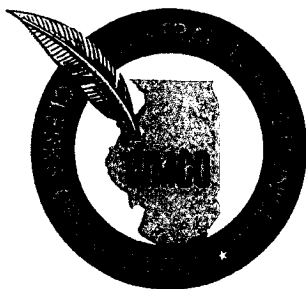
AGENDA

Central Illinois Municipal Clerks Organization

June 15, 2022 at Noon

*Galesburg City Hall
55 W. Tompkins Street
Galesburg, Illinois 61401*

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 13, 2021
5. Report of Officers and Committees
 - A. Financial Report
6. New Business
 - A. Proposed Addition of Webmaster to CIMCO Committee List and Selection of Webmaster
 - B. Discussion on 2023 Back to the Basics Planning
 - C. Discussion on 2022 Institute and Academy Scholarship
7. Other Business
8. Adjourn



AGENDA

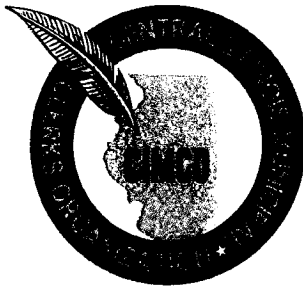
Central Illinois Municipal Clerks Organization

April 13, 2022 at Noon

*El Rancho Grande
505 Commerce Drive
Savoy, Illinois 61874*

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 15, 2021
5. Report of Officers and Committees
 - A. Financial Report – January-March 2022
6. New Business
 - A. Proposed Addition of Webmaster to CIMCO Committee List
7. Other Business
8. Adjourn

Group Discussion Following Adjournment: New Statement of Economic Interest Requirements.



AGENDA

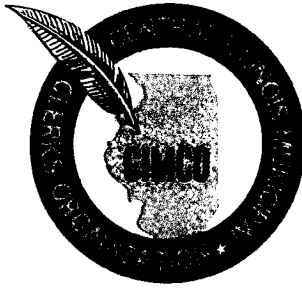
Central Illinois Municipal Clerks Organization

February 16, 2022 at Noon

*Grecian Gardens
304 S. Plaza Drive
Chillicothe, Illinois 61523*

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 15, 2021
5. Report of Officers and Committees
 - A. Financial Report
6. New Business
 - A. Proposed Addition of Webmaster to CIMCO Committee List
 - B. Discussion on Meeting Programming Ideas and Topics for Discussion at CIMCO Meetings
7. Other Business
8. Adjourn

*Following Adjournment of the meeting Margaret Hurd, City Clerk, Chillicothe will provide a short program entitled "Clerk in a Box".



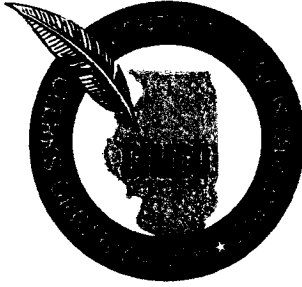
UPCOMING EVENTS

Registration Now Open for IIMC Annual Conference May 22-25, 2022 in Little Rock, Arkansas:

<https://www.iimc.com/458/2022-IIMC-Annual-Conference>

2021-2022 CIMCO Meeting Schedule

April 13, 2022	Savoy Village Hall - Noon
June 2022	Galesburg
August 10, 2022	Normal
October 19, 2022	Peoria (Annual Meeting)
December 2022	TBD



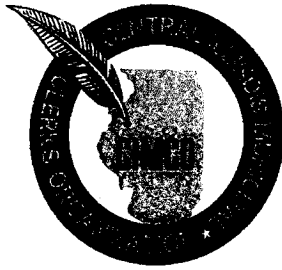
AGENDA

Central Illinois Municipal Clerks Organization

December 15, 2021 at Noon

*Ancho & Agave
3006 E. Empire Street
Bloomington, IL 61704*

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 20, 2021
5. Reports of Officers and Committees
6. New Business
 - A. Locations of the 2021-2022 CIMCO Meetings
 - February – Chillicothe
 - April – Savoy
 - June – Galesburg
 - August – Normal
 - October – Peoria
 - December – TBD
 - B. Approval of Memorial Contributions
 - Sharon Crabel, Chillicothe
 - Mary Haynes, Peoria
7. Other Business
8. General Announcements
9. Adjourn



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, JUNE 15, 2022
Galesburg City Hall
55 W. Tompkins Street
Galesburg, IL 61401
Noon**

CALL TO ORDER

President Angie Huonker called the meeting to order at 12:39 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

The following officers were present for roll call:

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

OTHER MEMBERS OF CIMCO PERSONALLY PRESENT:

Sue McMillan (Pekin), Tana Ward (Rantoul), Janet Gray (Rantoul), Leslie Yocum (Bloomington), Amanda Stutsman (Bloomington), Sahara Williams (Bloomington), Ericka Gugliotta (Galesburg), and Kelli Bennewitz (Galesburg).

APPROVAL OF THE APRIL 13, 2022 MINUTES

A motion was made by Stefanie Tarr, seconded by Kelli Bennewitz, to approve the April 13, 2022 minutes. The motion carried by viva voce vote.

REPORT OF OFFICERS AND COMMITTEES

Financial Report

Treasurer Wendy Hundley provided an update stating that the savings account balance was \$20,473.27 and that the checking account balance was \$11,729.51. The checking account balance included the deduction of the website fee.

NEW BUSINESS

A. Proposed Addition of Webmaster to CIMCO Committee List and Selection of Webmaster

The committee would consist of one person to upload minutes, the agenda, updating the calendar, online registration for Back to Basics, and membership renewals with only payment. President Angie Huonker appointed Tana Ward as the Webmaster. A motion was made by Ericka Gugliotta, seconded by Tana Ward to appoint Tana Ward as the Webmaster and to approve the changes to the bylaws. The motion carried by viva voce vote. Morgan Cadwalader will finalize the bylaws and send updated copies.

B. Discussion of 2023 Back to Basics Planning

Vice President Stefanie Tarr led the discussion stating that the hotel had reached out regarding room reservations from the same hotel in Peoria as last time. Ms. Tarr stated that she would reserve 100 room for June 15th & 16th, 2023. Meeting dates were discussed along with a possible premeeting in July. Janet Gray stated that IIMC had a new education director and a written assessment would now be required. President Angie Huonker suggested using flexi quiz again and provide a QR code to attendees. The premeeting was scheduled for July 20, 2022 at 11am along with meeting before or after the August CIMCO meeting.

C. Discussion on 2022 Institute and Academy Scholarship

Janet Gray announced that the Institute and Academy would take place this fall and that traditionally CIMCO awarded a scholarship for tuition to be paid as a reimbursement. Members discussed revamping the application and providing a scholarship for hotel in addition to registration. President Angie Huonker suggested awarding \$500 for hotel and up to \$500 for registration. Janet Gray suggested offering a scholarship for Back to Basics as well. President Angie Huonker agreed that CIMCO should offer a registration scholarship along with \$200 for hotel reimbursement.

OTHER BUSINESS

President Angie Huonker announced that she would reach out to Brandy Dalton to host a meeting in 2023 as she had offered to host the December meeting but it had already been scheduled for Bloomington. Tana Ward stated Rantoul was interested in hosting in 2023 as well. The October meeting in Peoria would be set for 5pm but all other meetings would be at Noon. President Angie Huonker added that this would be an election year and notice would need to go out.

ADJOURN

A motion was made by Janet Gray seconded by Treasurer Wendy Hundley to adjourn the meeting. Motion carried viva voce vote. The meeting was adjourned at 1:24 pm.

Nicole Stewart
Deputy City Clerk, Pekin, IL



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, APRIL 13, 2022
El Rancho Grande
505 Commerce Drive, Savoy, Illinois 61874
Noon**

CALL TO ORDER

Vice President Stefanie Tarr called the meeting to order at 12:25 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

The following officers were present for roll call:

Vice President Stefanie Tarr and Treasurer Wendy Hundley.

OTHER MEMBERS OF CIMCO PERSONALLY PRESENT:

Nicole Stewart (Pekin), Carla Zerfowski (Long Creek), Tana Ward (Rantoul), Janet Gray (Rantoul), Brandy Dalton (Tolono), and Darcy Sandefur (Urbana).

APPROVAL OF THE DECEMBER 15, 2021 MINUTES

A motion was made by Janet Gray, seconded by Wendy Hundley, to approve the December 15, 2021 minutes. The motion carried by viva voce vote.

REPORT OF OFFICERS AND COMMITTEES


Financial Report – January-March 2022

Treasurer Wendy Hundley announced the two new memberships of Phyllis Clark, City Clerk and Darcy Sandefur, Deputy City Clerk both of Urbana. A motion was made by Tana Ward seconded by Carla Zerfowski to file the Financial Report. The motion carried viva voce vote.

NEW BUSINESS

Proposed Addition of Webmaster to CIMCO Committee List

Vice President Stefanie Tarr led the discussion regarding the addition of a webmaster to the committee list and welcomed thoughts from members on voting to add the position and creating a description of



the duties of a webmaster. A motion was made by Janet Gray seconded by Tana Ward to defer the vote to the June meeting. Motion carried viva voce vote. Tania Ward stated that she would interested in putting together a description of a Webmaster and would also be interested in the position.

OTHER BUSINESS

Treasurer Wendy Hundley discussed briefly the Statement of Economic Interest and how IML did a great job creating the the document attached in the packet.

ADJOURN

A motion was made by Carla Zerfowski seconded by Treasurer Wendy Hundley to adjourn the meeting. Motion carried viva voce vote. The meeting was adjourned at 12:34 pm.

Nicole Stewart
Deputy City Clerk, Pekin, IL





**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, DECEMBER 15, 2021
Ancho & Agave
3006 E. Empire Street Bloomington, IL 61704
Noon**

CALL TO ORDER

President Margaret Hurd called the meeting to order at 12:26 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL OF OFFICERS

The following officers were present for roll call:

President Margaret Hurd, Vice President Angie Huonker, and Treasurer Wendy Hundley.

OTHER MEMBERS OF CIMCO PERSONALLY PRESENT:

Nicole Stewart (Pekin), Sue McMillan (Pekin), Carla Zerfowski (Long Creek), Margaret Hurd (Chillicothe), Tana Ward (Rantoul), Erika Gugliatto (Galesburg) and Kelli Bennewitz (Galesburg).
Retired Clerks present: Pat Brown and Janet Gray.

APPROVAL OF THE OCTOBER 20, 2021 MINUTES

A motion was made by Janet Gray, seconded by Wendy Hundley, to approve the October 20, 2021 minutes. The motion carried by viva voce vote.


NEW BUSINESS

Locations of The 2021-2022 CIMCO Meetings

Members discussed the locations for each meeting. Nicole Stewart offered to host the December 2022 meeting.

Approval of Memorial Contributions

Members discussed the proposed memorial contributions in memory of Sharon Crabel and Mary Haynes. Margaret Hurd felt both were instrumental in beginning Back to Basics. A motion was made by Ericka Gugliatto seconded by Nicole Stewart to donate \$50 for Sharon Crabel and \$50 for Mary Hayes to the Back to Basics Fund. Wendy Hundley reminded members that the organization gave \$100 for



Anita Carlson when she had passed. Ericka Gugliatto motioned to donate \$100 for each Sharon Crabel and Mary Haynes to the back to Basics Fund, Nicole Stewart seconded the motion. All present voted Aye. The amendment to the motion carried viva voce. A motion was made by Ericka Gugliatto seconded by Sue McMillan to approve the motion as amended. All present voted Aye. The motion carried viva voce.


OTHER BUSINESS

Members discussed moving the day and time of the meetings. President Huonker informed the members that meetings dates were not bound in the bylaw and she was comfortable letting the hosts decide as long as there was enough notice to plan. It was decided that the hosts would submit their days and times to Secretary Nicole Stewart. Majority of the members suggested keeping the Noon meeting times.

GENERAL ANNOUNCEMENTS

Treasurer Wendy Hundley announced that the organization has a total of 39 members, 6 of which were new.

President Angie Huonker presented Kelli Bennewitz with the Presidents award that was announced at the last meeting. President Huonker praised Kelli Bennewitz on an outstanding job with virtual back to basics.



A motion to adjourn was made by Kelli Bennewitz, seconded by Ericka Gugliotta to adjourn the meeting at 12:41 P.M. The motion carried.

Nicole Stewart
Deputy City Clerk, Pekin, IL





**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, OCTOBER 20, 2021
5:00 PM**

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

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 physically present for roll call:

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

OTHER MEMBERS OF CIMCO PRESENT:

Sue McMillan (Pekin), Brandy Dalton (Tolono), Past President Margaret Hurd (Chillicothe), Janet Gray (Rantoul), Beth Ball (Peoria – Retired), Trina Bonds (Peoria), Carla Zerfowski (Long Creek) and Tana Ward (Rantoul).

DISTRIBUTION OF ANNUAL REPORT

President Angie Huonker announced that everyone should have a copy of the Annual Report. Janet Gray mentioned that a scholarship was awarded but that person did not attend the Academy and Institute. Stefanie Tarr complimented Past President Margaret Hurd and President Angie Huonker on being innovative over the last couple of years with Zoom meetings during COVID. A motion was made by Past President Margaret Hurd seconded by Janet Gray to receive and file the Annual Report. Motion carried by viva voce vote.

APPROVAL OF THE AUGUST 11, 2021 MINUTES

President Angie Huonker made a side note that the minutes the members received via email were corrected. It was corrected that President Huonker was absent and Tana Ward was from Rantoul.

A motion was made by Vice President Stefanie Tarr seconded by Treasurer Wendy Hundley to approve the August 11, 2021 minutes as presented. Motion carried by viva voce vote.

APPROVAL OF THE TREASURER'S REPORT

A motion was made by Vice President Stefanie Tarr, seconded by Past President Margaret Hurd to approve the Treasurer's Report. Motion carried by viva voce vote.

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

A motion was made by Janet Gray, seconded by Past President Margaret Hurd to approve the Report of Officers and Committees as presented in the Annual Report. Motion carried viva voce vote.

NEW BUSINESS

Bylaw Amendment, Article VII, Section 7

President Angie Huonker explained to members that the amendment to the bylaws was in regards to remote attendance making concessions to hold meetings remotely as needed. A motion was made from Past President Margaret Hurd, seconded by Carla Zerfowski. Motion carried viva voce vote.

OTHER BUSINESS

President Angie Huonker announced that the CIMCO scholarship was awarded to Diane Pavley Rock, whom did not attend the Insitute. It was stated that the money would remain in the fund.

Past President Margaret Hurd suggested that a donation could be made to the scholarship fund in memory of Sharon Crabel. Janet Gray suggested donating \$25 or \$50 to the scholarship fund. President Angie Huonker stated that it would be put on the agenda for the next meeting to vote for the donation to be made in her honor.

President Huonker discussed meeting attendance and opened discussion on scheduling meetings for a different day as the bylaws do not specify a meeting day or week, just that a meeting is held every other month. Committee vacancies were discussed and invited ideas to beef up committees and attendance.

Secretary Nicole Stewart congratulated President Angie Huonker on her election to the MCI Training Committee.

Janet Gray announced that the IIMC board was meeting this week and stated that there were complaints that there were empty seats. The Assessment Program is available on the app and a certificate is received.

2020-2021 PRESIDENTIAL AWARD

President Angie Huonker announced that the 2020-2021 Presidential Award was awarded to Kelli Bennewitz, recognizing the faciliation of Back to Basics during COVID-19 by electronic attendance. President Huonker praised her for a great job behind the scenes despite a short turnaround time.



RECOGNITION OF OFFICERS AND MEMBERS BY PRESIDENT

President Angie Huonker recognized the following members: Bylaws Chair Morgan Cadwalader, Historian Susan Trever (Monmouth), Membership and Publicity Stefanie Tarr (Peoria), Mentoring Sue McMillan (Pekin), Nominating Committee Margie Barnes (West Peoria), Program Committee Chair Kelli Bennewitz (Galesburg), Scholarship Committee Janet Gray (Rantoul), Telephone Directory Kelli Bennewitz (Galesburg), Legislative Liason Janet Gray (Rantoul) and Yearbook Chair Sue McMillan (Pekin). President Huonker provided each with a token of appreciation and words of thanks for their efforts.

RECOGNITION OF 2020-2021 HOSTESSES

President Huonker recognized the 2020-2021 Hostesses, providing each with a token of appreciation and words of thanks for their efforts. The hostesses consisted of Stefanie Tarr and Beth Ball of Peoria, President Angie Huonker of Normal and Ericka Gugliotta and Kelli Bennewitz of Galesburg.

GENERAL ANNOUNCEMENTS

Beth Ball gave a health update on one of the founding members of CIMCO, Mary Haynes, as she had been in the hospital. President Huonker suggested organizing a card shower.

A motion to adjourn was made by Past President Margaret Hurd, seconded by Janet Gray to adjourn the meeting at 6:04 P.M. The motion carried.



Nicole Stewart
Deputy City Clerk, Pekin, IL



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

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
<i>2021-2022</i>	Angie Huonker	Normal

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

Susan Buchman

Tracey Covert

Carole Stephens

Wendy Briggs

Phyllis Clark

Karla Daubs

Fairbury

Roanoke

Bloomington (2015)

West Peoria (2015)

Normal (2017)

Urbana (2017)

Mason City (2017)



RESOURCES

TRAINING AND EVENTS



MEMBERSHIP DIRECTORY

ABOUT US

Membership Directory

2020-2022 CIMCO Officers

Member Application Information

Minutes and Agendas

Annual Reports

2021-2022 Member Directory



PRESIDENT:

Angie Huonker, Town of Normal,
309-454-9509,
ahuonker@normal.org

TREASURER:

Wendy Hundley, Village of Savoy,
217-359-5894,
wendy.hundley@savoy.illinois.gov

VICE PRESIDENT:

Stefanie Tarr, City of Peoria, 309-494-8565, starr@peoriagov.org

IMMEDIATE PAST PRESIDENT

Margaret Hurd, City of Chillicothe,
309-274-2020,
cityclerk@cityofchillicotheil.org

SECRETARY:

Nicole Stewart, City of Pekin, 309-478-5414, nlstewart@ci.pekin.il.us

2020-2021 CIMCO Committees

Auditing:

Vacant

By-Laws:

Morgan Cadwalader, East Peoria

Historian:

Susan Trevor, Monmouth
and Kay Meharry, Urbana

Membership and Publicity:

Stefanie Tarr, Peoria and Sue
McMillian, Pekin

Mentoring:

Sue McMillian, Pekin

Program:

Vacant

Scholarship:

Janet Gray, Rantoul and Wendy
Hundley, Urbana

Nominating:

Margie Barnes, West Peoria, Sue
McMillan, Pekin, and Carla
Zerfowski, Long Creek

Directory:

Kelli Bennewitz, Galesburg

Legislative Liaison:

Janet Gray, Rantoul

Yearbook:

Sue McMillian, Pekin

2021-2022 CIMCO Membership Directory

Mary (Margie) Barnes City Clerk 2506 W Rohmann Ave West Peoria IL
61604 309.674.1993 city_clerk@cityofwestpeoria.com

Peggy Bateman City Clerk 700 Broadway St, P O Box 509 Lincoln IL
62656 217.735.2815 pbateman@lincolnil.gov

Kelli Bennewitz City Clerk 55 W Tompkins St, P O Box 1387 Galesburg
IL 61402 309.345.3610 kbennewi@ci.galesburg.il.us

Traci Bentley Deputy Clerk 115 N. Main Taylorville IL 62568
deputyclerk@taylorville.net

Trina Bonds Chief Deputy City Clerk 419 Fulton St, Rm 401 Peoria IL

61602 tbonds@peoriagov.org



Amber Bostwick Chief Deputy Clerk 11 Uptown Circle Normal IL 61761

309.454.9508 abostwick@normal.org

Diana Brandstatter Village Clerk 627 E High St Hennepin IL 61327

815.925.7138 villageclerk@mchsi.com

Patricia Briggs Village Clerk 8524 W Main St, P O Box 108 Mapleton IL

61547 309.697.0137 mapletonclerk@live.com

Stacey Briney City Clerk 111 E Washington Rushville IL 62681

217.322.3833 stacey@rushvilleillinois.us

Morgan Cadwalader City Clerk 401 W Washington St East Peoria IL

61611 309.698.7613 morgancadwalader@cityofeastpeoria.com



Erica Carter Deputy Village Clerk 120 E Progress Arthur IL 61911

217.543.2927 admin@arthur-il.gov

Phyllis Clark City Clerk 400 S Vine Street Urbana IL 61801 217.384.2366

pdclark@urbanailinois.us

Courtney Coe Deputy Clerk I 420 Fulton St, Rm 401 Peoria IL 61603

ccoe@peoriagov.org

Carrie Creek City Clerk 2 W Harrison Sullivan IL 61951 217.728.4383

carriec@sullivanil-us

Brandy Dalton Village Clerk 507 W Strong St, P O Box 667 Tolono IL

61880 217.485.5212 brandy.dalton@tolonoil.us





Shrhonda Delp Village Clerk/Administrator 107 W Main St, P O Box 614

Atkinson IL 61235 309.936.7658 sdelp@atkinsonil.org

Michelle De Sutter Deputy Clerk I 419 Fulton St, Rm 401 Peoria IL

61602 mdesutter@peoriagov.org

Diane Edwards City Clerk P O Box 136 Maroa IL 61756

dedwardscityclerk@frontier.com

Melanie Falk City Clerk 232 E Jackson St Macomb IL 61455

309.833.2575 macclerk@macomb.com

Maggie Fish Village Clerk 211 E Main St, P O Box 77 Sidney, IL 61877

217.688.2225 admin@villageofsidney.com



Janet Gray Village Clerk 333 S Tanner St Rantoul IL 61866 217.892.9250

jgray@myrantoul.com

Maureen Greene Village Clerk 1002 N Main, P O Box 200 Vermont IL

61484 309.784.3561 villageofvermont@hotmail.com

Ericka Gugliotta Deputy City Clerk 55 W Tompkins St, P O Box 1387

Galesburg IL 61402 309.345.3611 ewelch@ci.galesburg.il.us

Tammy J Hintz Deputy City Clerk 219 Locust, P O Box 590 Delavan IL

61734 309.244.7146 thintz@delavanil.org

Wendy Hundley Village Clerk 611 North Dunlap Avenue Savoy, IL 61874

217.359.5894 wendy.hundley@savoy.illinois.gov



Angie Huonker City Clerk 11 Uptown Circle Normal IL 61761

309.454.9509 ahuonker@normal.org

Margaret Hurd City Clerk 908 N Second St Chilicothe IL 61523

309.274.5518 cityclerk@mediacombb.net



Sherry Klein City Clerk 514 Front Street Henry, IL 61537 309.364.3056

sclerkcoh@gmail.com

Julie Landers Deputy City Clerk 700 Broadway St, P O Box 509 Lincoln

IL 62656 217.735.2815 jlanders@lincoln.il.gov

Lori Lewis Village Clerk P O Box 38 Deer Creek IL 61733 309.447.6749

deercreek1888@gmail.com

Julie Lilly City Clerk 115 N Main St Taylorville IL 62568 217.824.2101

cityclerk@taylorville.net

Laurie Magan City Clerk 219 S. Locust Delavan IL 61734

lmagan@delavan.il.gov



Sue McMillan City Clerk 111 S Capitol St Pekin IL 61554 309.478.5357

smcmillan@ci.pekin.il.us

Mindy Sue Meyer Town Clerk 16 N 4th St, P O Box 667 Chatsworth IL

60921 chatsworthtownclerk@outlook.com

Lisa Monson City Clerk 17 W Main St Danville IL 61832 217.431.2304

lmonson@cityofdanville.org

Jim Nelson City Clerk 121 11th St Silvis IL 61283 309.792.9181

jnelson@silvisil.org

Laura Oakman City Clerk 730 Maine Quincy IL 62301 217.228.4510

loakman@quincyil.gov



Diana Pavley-Rock City Clerk 2 N Main Canton IL 61520 309.647.0020

dpavley@cantoncityhall.org



Connie Rhoden City Clerk 208 S Walnut St Georgetown IL 61848

217.662.2525 connier@georgetownil.net

Brian "Petie" Ruch City Clerk 105 W 3rd St., P. O.Box Beardstown IL

62618 217.323.3110 beardstown@casscomm.com

Tierra Shickel Deputy Clerk 11 Uptown Circle Normal IL 61761

309.454.9984 tshickel@normal.org

Vickie Slavik Village Clerk/Collector 201 N State Westville IL 61883

217.267.2507 westville@nwcable.net

Nicole Stewart Deputy City Clerk 111 S Capitol St Pekin IL 61554

309.478.5415 nlstewart@ci.pekin.il.us



Amanda Stutsman Deputy City Clerk 115 E. Washington Street, Suite

103 Bloomington, IL 61701 astutsman@cityblm.org

Stacy Swanger Village Clerk 514 Main St, P O Box 234 Augusta IL 62311

217.392.2215 augusta@adams.net

Stefanie Tarr Chief Deputy City Clerk 419 Fulton St, Rm 401 Peoria IL

61602 309.494.8568 starr@peoriagov.org

Susan Trevor City Clerk 100 E Broadway Monmouth IL 61462

309.734.2141 susan.trevor@cityofmonmouth.com

Tana Ward Deputy Clerk 333 S. Tanner Street Rantoul IL 61866

217.892.6802 tward@myrantoul.com



Chris White Village Clerk/Collector 120 E Attica St Rossville IL 60963

217.748.6914 clerk@villageofrossville.org



Nancy Widlacki City Clerk 201 W Locust St Fairbury IL 61739

815.692.2743 nwidlacki@cityoffairbury.com

Jacqueline Wilson City Clerk 208 S. Walnut St. City of Georgetown

217.662.2525 jacquelinew@georgetownil.net

Carla Zerfowski Village Clerk 7135 E US Route 36 Long Creek IL 62521

217.864.5263 longcreek7135@comcast.net



Chris White Village Clerk/Collector 120 E Attica St Rossville IL 60963

217.748.6914 clerk@villageofrossville.org



Nancy Widlacki City Clerk 201 W Locust St Fairbury IL 61739

815.692.2743 nwidlacki@cityoffairbury.com

Jacqueline Wilson City Clerk 208 S. Walnut St. City of Georgetown

217.662.2525 jacquelinew@georgetownil.net

Carla Zerfowski Village Clerk 7135 E US Route 36 Long Creek IL 62521

217.864.5263 longcreek7135@comcast.net



In Loving Memory



Mary L. Haynes
1942-2021

City Clerk of Peoria
Founding Member of CIMCO

