

## New Trier Township Clerk's Report to the Board of Trustees- Dec. 2010



Dear Board Members:

Here are some details of various activities of the township clerk's office since June 2010:

- Attendance at the following functions:

June 25-26, 2010	Univ. of Illinois Leadership Academy- Urbana-Champaign
July 9, 2010	TOI Education Program- Rockford
Aug. 6-7, 2010	Univ. of Illinois Leadership Academy- Springfield
Aug. 10, 2010	ATM History Meeting with Harriet Hahn & Karen Spillers
Sept. 2, 2010	TOCC Clerk's Association Meeting- Hoffman Estates
Sept. 7, 2010	ATM Planning Meeting @ New Trier Township Office
Oct. 15-16, 2010	Univ. of Illinois Leadership Academy- Chicago
Nov. 4, 2010	TOCC Clerk's Association Meeting- Lemont
Nov. 7-8, 2010	TOI Education Conference- Springfield
Dec. 1, 2010	TOCC Fall Conference
Dec. 2, 2010	TOCC Clerk's Association Meeting- Barrington
Dec. 3-4, 2010	Univ. of Illinois Leadership Academy- Urbana-Champaign
- Website Revision: Successfully collaborated with the Communications Director to develop and design effective clerk's office pages for our new website. Please take a look at the entirely revamped clerk's section:  
[http://www.newtriertownship.com/services/clerks\\_office.aspx](http://www.newtriertownship.com/services/clerks_office.aspx)
- University of Illinois Leadership Academy: Enrolled in the cohort of the program graduating in April 2011. Completed four of six two-day educational sessions.
- Voter Services: Assisted numerous township residents providing information about the General Election on November 2, 2010 by responding to calls and e-mails. Issued a press release providing voting details that was published in local newspapers. Register one voter at her home. Distributed Election Day Supply Packets at the township office to New Trier precinct Supply Judges.
- Voter Registration: 65 new voter registration cards have been accepted here at the township office since the June 2010 report.
- FOIA: Completed the required on-line training from the Illinois Attorney General's Office reviewing the 2010 changes reflected in the *Freedom of Information Act* (FOIA).
- Published official notice in the *Pioneer Press* of the required Public Notice of the Board's passage of the Prevailing Wage Rate Ordinance.
- Prepared the township records for the Auditor's annual inspection.
- Vehicle Sticker Sales: 14 Cook County wheel tax vehicle stickers have been sold and/or distributed at our township office to our residents living in the Indian Hill & Woodley Road unincorporated area since the June 2010 report.
- Annual Town Meeting- April 12, 2011: Plans are underway for our ATM that will be held at the North Shore Senior Center in Northfield. Our guest speaker will be Geoffrey Baer of WTTW-Channel 11 who will be illuminating our theme- *Looking Back & Looking Forward*.

It continues to be an honor serving as your township clerk.

Cordially, Jerome Hoynes, Township Clerk, (847) 446-8202- Ext. 12,

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