

New Trier Township Clerk's Report to the Board of Trustees-Aug. 2009

Dear Board Members:

Retired Clerk Sheila Mitchell assured me that township clerk would be a wonderful position and that the township officials and staff members would be an excellent group to work with; thus far both are true. As she left office, she encouraged me to actively participate in educational opportunities offered by the Township Officials of Illinois (TOI) & the Township Officials of Cook County (TOCC); I have followed her advice and have learned much from these workshops and meetings. Our newly named Deputy Clerk Sandra Forrester has been especially helpful in transcribing the meeting minutes. I also appreciate the assistance of our professional staff for their sales of vehicle stickers, collection of voter registration cards and for answering a bunch of other questions that I have needed answers to in order to accomplish the clerk's office responsibilities.

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

- Attendance at the following functions:
 - May 7, 2009 TOCC Clerk's Division Meeting- Arlington Heights
 - May 21, 2009 TOCC Trustee's Division Meeting- Arlington Heights
 - June 17, 2009 TOI Educational Seminar- Palatine
 - June 19, 2009 TOI Clerk's Division Workshop- Bradley
 - June 27, 2009 TOI Newly Elected Officials Workshop- Bloomington
- Vehicle Sticker Sales: 40 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; thanks Diane & Aisha! As a new clerk, I brought the checks and papers down to meet the Cook County Office staff in person. All vehicle sticker sales thus far were conducted prior to the penalty period.
- Voter Registration: 16 new voter registration cards have been accepted here at the township office recently; cards are then sent down to the Cook County Clerk's Office in Chicago.
- Published official notice in the July 2, 2009 North Zone newspapers of the *Pioneer Press* of the required Public Notice of the Board's passage of the Prevailing Wage Rate Ordinance 2009-2 on June 23, 2009.
- Met with Auditor to discuss the township's records and procedures.
- Annual Town Meeting 2010 Ideas: Theme could commemorate of 160th Anniversary Year...*Celebrating 160 Years*. I would like to approach the villages of the township about featuring our NTT logo on their vehicle stickers next year as well as having an official proclamation or resolution from each village council to celebrate the 160 year history of New Trier Township. Explore the possibility of hosting the ATM in 2010 at the Township Hall as a one time event to showcase our Food Panty, offices, and prominently display the many old and special record books to the public.

It has been an honor serving as your township clerk; please contact me if you have ideas or suggestions.

Cordially,

Jerome Hoynes, Clerk