

## Town Clerk's Report to the New Trier Township Board December 2012



Dear Board Members:

Here are some details concerning the various activities of the township clerk's office since June 2012:

- Attendance at the following meetings, events and functions:

Jun. 21, 2012	Cook County Clerk's Office & Dept. of Revenue- Chicago
July 12, 2012	TOI Education Seminar -Rockford
Aug. 2, 2012	Cook County Clerk's Office & Dept. of Revenue- Chicago
Aug. 3, 2012	ATM 2013 Site Selection Team Visit- Wilmette
Sept. 13, 2012	North/Northwest Municipal Clerks- River Grove
Oct. 1, 2012	Cook County Clerk's Office- Chicago
Oct. 4, 2012	TOCC-Clerks Association Meeting- Schaumburg
Nov. 12-13, 2012	TOI Educational Conference- Springfield
Dec. 4, 2012	Cook County Local Election Officials Training- Evanston
Dec. 5, 2012	TOCC Fall Conference- Countryside/LaGrange
Dec. 6, 2012	TOCC-Clerks Association Meeting- Lyons Twp.
- Annual Audit: Presented township records for inspection by Auditors.
- Voter Registration: 114 new voter registration cards have been accepted here at the township office since the June 2012 report.
- Voter Services: Assisted numerous township residents providing information about the Presidential Election on November 6, 2012 by responding to calls and e-mails as well as helping resolve issues with the Cook County Clerk's Office.
- Upcoming Election: Serve as the LEO (Local Elections Official) for the Consolidated Election in April 2013. In that capacity, have been planning for the upcoming township election and have attended numerous training sessions and workshops in order to prepare.
- *Freedom of Information Act* (FOIA): Responded to 7 FOIA requests.
- Vehicle Sticker Sales: 15 Cook County wheel tax vehicle stickers have been sold and/or distributed at our township office to residents living in the township's unincorporated area since the June 2012 report.
- Professional Development: Serve as the Treasurer of the TOCC-Clerks Association as well as an active participant in TOI & TOCC programs.
- Officially filed the Prevailing Wage Rate Ordinance and the Tax Levy with Cook County and the Illinois Department of Labor.
- Published official notices for various issues in the *Pioneer Press*. Updated the township's financial disclosure information on the Cook County Treasurer's website.
- Annual Town Meeting (ATM): Preparing for the 2013 ATM on Tuesday, April 16<sup>th</sup> in Wilmette.

It continues to be an honor serving as your township clerk. Cordially,  
Jerome Hoynes, Clerk, (847) 446-8202-Ext.12 [jhoynes@newtriertownship.com](mailto:jhoynes@newtriertownship.com)