



Township Clerks of Illinois

Division of the Township Officials of Illinois

We preserve the history of our Township as it happens.

2020-2022 List of Officers and Directors for the Township Clerks of Illinois

President 1/20-12/22	Lisa Hodge 1N189 Denali Road Elburn, IL 60119 Blackberry/Kane	630-886-7298 C 630-365-9109 O clerk@blackberrytwp.com	CEO of Organization T.O.I. Governing Board Public Relations Chair Audit & Finance
Vice President/ Treasurer 1/20-12/22	Katy Dolan Baumer 52 W. Briarwood Dr. Streamwood, IL 60107 Hanover/Cook	312-215-5577 C 630-837-0301 O kdolanbaumer@hanover-township.org	Audit & Finance T.O.I. Governing Board Handbook Distribution
Secretary 1/20-12/22	Pam Bruner PO Box 311 Cordova, IL 61242 Cordova/Rock Island	309-207-1750 C 309-654-2447 O clerk@cordovatownship.com	Records Management Membership Coordinator
District 1 Director 1/21-12/22	Lucy Prouty 1155 East Highway Rt. 22 Lake Zurich, IL 60047 Ela/Lake	847-354-2130 C 847-438-7823 O clerkprouty@elatownship.org	Conference/Meeting Coord* Bylaws
District 1 Director 1/20-12/22	Marsha Kay Johnston 809 W. Hunt Street Streator, IL 61364 Bruce/LaSalle	815-992-1373 C 815-672-2532 O bruceclerk@mediacombb.net	Audit & Finance
District 2 Director 1/20-12/22	Suzanne Fisher 1369 E. State Highway 164 Oquawka, IL 61469 Oquawka/Henderson	309-867-4231 sfisherw@hotmail.com	William Z. Ahrends Award Chair Conference/Meeting Coord*
District 2 Director	OPEN		
District 3 Director 1/20-12/22	Linda Kroenlein 1597 E. 2700 North Road Moweaqua, IL 62550-9301 Penn/Shelby	217-620-0404 rode4@one-eleven.net	Bylaws Chair
District 3 Director 1/21-12/22	Mary Shubert 4706 Marigold Road Coulterville, IL 62237 Lively Grove/Washington	618-571-3929 lgtownshipclerk@gmail.com	VTCC Coordinator William Z. Aherends Award
Director at Large District 1	OPEN		



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Director at Large District 2	OPEN		
Director at Large District 3 1/20-12/22	Craig Paulek 2346 North 1800 East Rd. Stonington, IL 62567-5322 Stonington/Christian	217-254-0991 C 217-325-3322 O craig@pistoriusfarms.com	Chairman Legislative T.O.I. Governing Board ExC Education
Past President (PP) 01/20-12/22	Sherry Tite 41 S. 9 th Street East Alton, IL 62024 Wood River/Madison	618-616-4159 C 618-259-7260 O wrtclerk@woodrivertownship.com	Nominating Chair T.O.I. Governing Board

*2022 Conference and in-person Board meetings

CEO: Governs all actions of the TOI Clerks Board; monitors finances; appoints board members; prepares agendas and runs meetings; appoints committee chairmen.

TOI Governing Board: Serves on the governing board of the TOI parent organization; attends meetings and vote on behalf of the Clerks Division; reports back to Clerks Board.

Standing(1), Ad Hoc(2) and Special Appointees(3):

- (1) Audit & Finance Chairman:** Keeps financial records in order; monitor and audit books on a regular basis.
- (1) Nominating Chairman:** Insures a slate is readied for the September/October Board review and election during TOI conference in November.
- (1) Education Chairman:** Proposes topics, schedules board coverage during all TOI education events, and suggests underwriting of various educational sessions, etc. Also helps coordinate Annual Division Meeting education.
- (1) Bylaws Chairman:** Reviews bylaws and makes suggestions to board on proposed changes; prepares documents for approval during TOI conference.
- (2) Public Relations Chairman:** Perspective magazine article, website maintenance, Facebook maintenance, write articles, may delegate months for others to write articles, answer questions or get to appropriate resource from Facebook inquiries, post news, update website with current board (with assist from TOI).
- (2) William Z. Ahrends Award Chairman:** Writes and sends letter to clerks statewide, with the assistance of TOI staff; coordinates with other committees to make best use of mailing effort (i.e., send mailing at same time as dues notice). Reviews returned applications and, with committee, make selection of recipient. Purchases award and presents during the TOI conference awards breakfast and again during Division Meeting.
- (3) VTCC Coordinator:** Monitors receipts and applicants of the VTCC program; insures certificate recipients are qualified and paperwork received. Insures certificates and letters of completion are sent to qualified participants.
- (3) Membership Coordinator:** Prepares and sends membership dues statements (with TOI staff); receives membership applications and dues payments; corrects information on master clerks list (from TOI) and records year of payment of dues; sends checks to Treasurer for deposit. Sends record of receipt in lieu of membership card to each member annually within two weeks of receipt of dues payment. Prepares list of dues paid members for annual TOI conference.
- (3) Annual Conference Booth, Annual Meeting and Regular Meeting Coordinator:** Coordinates with committee the procurement (reservation/payment through TOI) for booth during TOI conference; designs booth and schedules coverage during conference, including set up and tear down. Coordinates the Division Meeting room set up and assigns registration table coverage, etc.