



125 W Market Street, Suite 100, Indianapolis, IN 46204 Phone 317.237.6200 Fax 317.237.6206

December 20, 2021

Dear Colleagues,

Please find enclosed with this letter your city or town 2022 dues invoice for membership in the Indiana League of Municipal Clerks & Treasurers.

If you are not already a member, I would like take this opportunity to invite you to join ILMCT. The League was formed in the mid 1930's and consists of City or Town Clerk-Treasurers, Clerks, City Controllers, Deputy Clerk-Treasurers, other Clerk Staff, Affiliates and Honorary members.

By being an ILMCT member, you will have access to a world of information from other cities and towns throughout Indiana. ILMCT exists to provide a network for municipal Clerk-Treasurers and Clerks (such as yourself) to promote development through training and information sharing, to encourage sharing of resources and advice among peers, and to advance the profession of Municipal Clerk-Treasurers. We are excited about the momentum of 2021 and hope to see more individuals have access to these valuable resources.

Once you pay your membership dues, you will have joined one of the most professional, dedicated groups in the State of Indiana. The League provides opportunities to attain continuing education through the institute/academy classes. State Board of Accounts state called meetings are held during the annual conference and fall district meetings. At these events, various state and federal agencies are invited to present the latest information relative to our everyday responsibilities. Your league membership will prove to be cost effective as there are reduced registration fees for attending various events.

#### **MEMBERSHIP BENEFITS**

❖ **Notice of League Events (includes training and professional development opportunities)**

The League prides itself on the educational and professional development of our members.

Listed below are networking opportunities that will assist and guide you in performing your duties and enhance your professionalism.

*March 13-17 ILMCT Institute and Academy*

The Institute and Academy is four days of learning, networking with peers, and a little fun to make the week interesting. You can choose to attend one day or all week. The Education and Professional Development Committee is working with Aim to develop a program with informative instructors and state agencies as well as veteran city and town officials.

*June 12-16 ILMCT 85<sup>th</sup> Annual Conference and State Board of Accounts School*

Our annual conference will take place in Michigan City, Indiana. The League will conduct its annual business meeting during the conference as well as the election and installment of officers. ILMCT will offer a day of education. The State Board of Accounts School is a two-day state called meeting. In addition to the State Board of Accounts, representatives from the Department of Local Government Finance, Indiana Department of Revenue, the Internal Revenue Service, the Indiana Public Retirement System and other agencies are invited to provide updates. There will be an exhibit hall for connecting with vendors as well.

*District Meeting in October 2022*

The League holds a two-day event. One day is dedicated to the ILMCT Institute and Academy and the second day is a State Board of Accounts state called meeting.

❖ **Quest subscription**

The official League newsletter is distributed digitally on the listserv and the website at least three times per year. The newsletter contains dates to remember, updates from across the state, and notes of encouragement from the officers.

❖ **Access to the League website ([www.ILMCT.org](http://www.ILMCT.org)) and listserv**

The website and listserv were developed to post useful and pertinent information or pose a question to the membership. Sample ordinances, resolutions and policies are available on the website for reference as well.

❖ **League membership roster**

The League membership roster lists contact information for all Indiana cities and towns. In addition, the roster includes the League's constitution, bylaws and history.

**ADDITIONAL INFORMATION**

❖ **Professional Certification Opportunities**

Through the League institute and academy programs there are certification opportunities available for educational attainment. For additional information, contact Education and Professional Development Co-Chairs:

Vicki Kitchen  
Clerk-Treasurer, North Liberty  
574-656-4447  
[vkitchen@northliberty.in.gov](mailto:vkitchen@northliberty.in.gov)

Cindy Morrison  
Clerk-Treasurer, Dale  
812-937-2086  
[daleclerktreas@psci.net](mailto:daleclerktreas@psci.net)

❖ **Mentoring Program**

Our responsibilities can sometimes be overwhelming. The League has developed a mentoring program for anyone in need of help. Contact a League officer for help in reaching out to a mentor.

❖ **Education and Professional Development Scholarships**

The League offers scholarships to those clerks and clerk-treasurers who wish to attend but do not have the resources to do so. For additional information contact an officer of the League.

Thank you for your support of the Indiana League of Municipal Clerks & Treasurers. With your

involvement, our League grows stronger each year. As always, if you have any questions or concerns, feel free to contact me.

Respectfully,

*Jane Jordan*

Jane Jordan, IAMC, MMC, CPFA, CPRIM  
Clerk-Treasurer  
Town of Burns Harbor  
ILMCT President

Enclosure