



March 2010

Wow, it's March already. I hope everyone got through the annual report submission ok. Change is usually good once all the bugs are worked out. Once again, the Ball State Institute was a success. HR Unlimited and the Education Committee do a great job putting this week of learning and networking together for us. There definitely was a "Whole Lotta Learnin Goin On".

I would like to thank our Legislative Co-Chairs, Amy Roberts and Larry Breese, for their dedication to the league during this legislative session. They did a great job representing the League and keeping us informed on the status of the bills that affect Clerks and Clerk-Treasurers. I would also like to thank each of you who are serving on the Executive Committee and Sub-committees. Without you, the League would not be as successful as it is. Also, one of our very own, Retha Hicks, Clerk-Treasurer from Winona Lake is running for House Representative. This is very exciting and we wish Retha the best.

I want to extend an invitation to you to attend the 74<sup>th</sup> ILMCT Annual Conference, June 13<sup>th</sup> – 17<sup>th</sup>. The conference will be held at the Marriott North in Indianapolis. The theme for the conference is "Shifting Gears for the Future". We have Critical Issues Roundtable as the Institute Class on Monday, and the State Board of Accounts has called two days for state called meetings on Tuesday and Wednesday. I acknowledge the fact that most of you put in long hours to be the best public servant you can be for your community. My hope for the conference is that you learn, network, have fun and relax so you can go back to your communities refreshed. I appreciate the hard work my Co-Chairs Jayne Deckard and Debbie Block have done, along with the guidance of Lindsay Heinzman from IACT. They have been great to work with.

Obstacles don't have to stop you. If you run into a wall, don't turn around and give up. Figure out how to climb it, go through it, and work around it.

May God Bless Each of You, Laura Baker, IAMC, CMC, President, ILMCT

From the  
Office of  
**Richard E.  
Mourdock**  
State Treasurer



The Public Funds Management Seminars received such good response in 2009 that State Treasurer Richard Mourdock has decided, by popular demand, to hold more of them this year- many more! A total of twelve seminars will be held around the state, beginning February 22<sup>nd</sup> in Evansville. In choosing the locations, the goal was to limit the amount of driving required by any fiscal officer to reach a seminar. March 22<sup>nd</sup> will see the State Treasurer and his staff in

Columbia City. Visit the TrustINDiana website at [www.trustindiana.in.gov](http://www.trustindiana.in.gov) for a complete list of dates and locations. These seminars will continue to deal with issues close to the heart of fiscal officers. Safe investments, investment options, short- and long-term financing, and the public deposit insurance fund will all be discussed. And we'll begin talking about how to deal with a rising-interest rate economy- (it will happen!). TrustINDiana staff will explain the uses of this local government investment pool that was created by the State Legislature in 2007. Employees of the Indiana Bond Bank will be present to describe the programs offered through their agency. And of course, our State Treasurer, Richard Mourdock, will be on hand to bring us up to date on the public deposit insurance fund and give us his thoughts on the current economy and on safe investments.

There is no charge to attend the Public Funds Management Seminars. Lunch will be provided, so an RSVP is necessary to attend. Please contact Kelly Mitchell at [kemitchell@tos.in.gov](mailto:kemitchell@tos.in.gov) or at 1.317.519.9845 (mobile) or at 317.232.6386 if you have questions about the seminars or would like to make a reservation.

Please try to make time in your schedules to join other fiscal officers in your area to hear the latest from the State Treasurer's office. Plenty of question-and-answer time is planned into the day, so be sure to bring your questions for Treasurer Mourdock! We look forward to seeing you there.



By Kay Brown and Janet Jaros, Education Co-Chairs



## Education Notes

Kay and I hope you are having a good start to your year. We know this is one of the busiest times for all of us.

**Important changes** have taken place with IIMC education requirements. As of January 1, 2010, you no longer have to recertify your CMC. If you hold the CMC designation, the only thing needed to maintain this designation is a current IIMC membership. If you hold a CMC certificate with an expiration date, please complete the Request for CMC Replacement form to obtain a certificate without an expiration date. That form is located on the IIMC website or you can contact Marilyn Sanzo at [marilyn@iimc.com](mailto:marilyn@iimc.com). There are other good changes that have been made to requirements concerning the education with our League. The education committee feels very good about these positive changes.

The CTAR reporting was required to be done electronically this year. H R Unlimited held three days of classes to help the Clerk-Treasurers meet this requirement. There were two half day sessions at Warsaw, Noblesville and Bloomington. This was another great opportunity to work with State Board of Accounts to help get this reporting done.

We held a very successful week of learning March 7<sup>th</sup> through the 11<sup>th</sup> with a “Whole Lot of Learning Going On”! This was and always has been a great opportunity to attend beneficial classes and to network with our peers. Some attendees came for the entire week and some for just one or two days. If you were not able to attend due to budget restriction, remember there are scholarships available.

IACT hosted a Statewide Clerk-Treasurer round table in Indianapolis on Feb. 25<sup>th</sup>. This was the first statewide round table to be held for Clerk-Treasurers. It gave everyone the opportunity to hear about the Legislative session and concerns we have had for proposed legislation. We had a chance to meet with legislators and tour the State House. A big thank you to IACT for giving us this opportunity.

Mark your calendars for the Annual Conference/State Board of Accounts School in June. It will be held at Marriott North in Indianapolis. On Monday, June 14<sup>th</sup>, there will be an opportunity to attend an institute or academy class. If you have not received information on this class, please contact one of us.

Kay and I appreciate the opportunity to serve the League as co-chairs for the education committee. If there is anything we can help you with, please let us know.



### Ask Charlie

[cpriede@sboa.in.gov](mailto:cpriede@sboa.in.gov)

**Q** Does money in the County Economic Development Income Tax (CEDIT) fund need to be appropriated?

**A** Yes. IC 36-4-8-2 (CITIES) and IC 36-5-3-2 (TOWNS) state that unless a statute provides otherwise, city and town monies may be disbursed only after an appropriation made by ordinance of the fiscal body. Since the Statute on CEDIT funds does not address appropriation of money in the CEDIT fund, it is our audit position that an appropriation is required. However, since this fund is not supported by property taxes, DLGF approval of the appropriation is not required.

# Indiana League Municipal Clerks and Treasurers



## Shifting Gears for the Future!

Set your calendars and register today to join your fellow colleagues June 13-17 for the 74<sup>th</sup> ILMCT Annual Conference & State Board of Accounts School, at the Indianapolis Marriott North. Check your engines and tune up your minds for five days filled with exciting educational opportunities, revved up networking, fun fellowship and checkered flag celebrations. This year we are “Shifting Gears for the Future” by attending the “League’s Greatest Spectacle” the 2010 Conference that will help you deal with the challenges that are faced everyday by helping you to become a more efficient and effective leader in your community.

## Highlights of this Year’s Conference

Conference mementos that will make you swoon!

Monday - a Welcome Reception will feature music from one of our favorite local artists, Matt Roush.

Tuesday – enjoy free time in the evening, a Euchre Tournament and don’t miss the “Racing Extravaganza” at the hotel. Racing simulators, food and fun are sure to be a hit!

Wednesday - don’t miss the President’s Reception & the Annual Banquet where Past Presidents will be honored and certifications and educational awards will be presented.

## Shift Gears to the Next Level Through Education!

Monday you will have the opportunity to earn credit towards your continuing education and certifications by attending these Institute/Academy classes.

### Critical Issues Roundtable (IIMC Category III, 6 hours)

It seems as though the job of the Clerk and Clerk-Treasurer becomes increasingly more and more difficult as time passes. With changes in laws and trends on many different fronts, it is a challenge to keep current. This all-day roundtable approach is aimed at easing some of this difficulty. Six different topics will be covered by those who work in the areas of insurance, legal issues, investments and policy and procedure manuals. Presentations will be made, followed by opportunities to dialogue with the presenters and peers, and also time to ask questions about specific issues from individual city and town situations.

### State Board of Accounts (SBA) School\*

For officials who are unable to attend the full conference, the State Board of Accounts School is another opportunity to focus on education. Presenters: State Board of Accounts, Department of Local Government Finance, the Indiana Department of Revenue, the Indiana Department of Labor and the Internal Revenue Service. *\*State Board of Accounts School registration and related travel expenses may be paid from the General Fund from any money not otherwise appropriated.*

**Conference Registration - Registration Deadline Friday, May 21**

Mail completed registration form with check made payable to ILMCT to:

ILMCT c/o Jayne Deckard  
Clerk-Treasurer  
P.O. Box 15  
Princeton, IN 47670



**Conference Attendees Hotel Reservations**

The Indianapolis Marriott North is the host hotel. Except for the Executive Committee events, all conference events will be held at the hotel. Please make hotel reservations directly with the hotel of your choice using the information below. ILMCT is not responsible for hotel reservations or cancellations. Only registered conference attendees and exhibitors may occupy a room in the conference hotel blocks. Exhibitors should limit the number of reservations in the host hotel to one room, in order to conserve space for conference delegates. ILMCT reserves the right to modify all hotel reservations. Please make sure to ask for the ILMCT room block.

**Indianapolis Marriott North (Host Hotel)**

3645 River Crossing Parkway  
Indianapolis, IN 46240  
(800) 228-9290  
**Room Rates: \$134.00 + tax (Double or King)**  
**Reservation Deadline: May 24**

**Sheraton Indianapolis Hotel & Suites**

8787 Keystone Crossing  
Indianapolis, IN 46240  
(888) 627-7814  
**Room Rates: \$94.00 + tax (Double or King)**  
**Reservation Deadline: May 14**

**Full Registration Includes** - Entry to all Business Sessions, ILMCT Institute/Academy classes, Welcome Reception, State Board of Accounts School, Exhibit Hall, President's Reception and Annual Banquet.

**Cancellation Policy** - Written cancellations received on or before June 4 will be refunded less a \$50 administrative fee. Cancellations should be faxed to (812) 385-0903 or sent to [princetonclerk@insightbb.com](mailto:princetonclerk@insightbb.com). *No refunds after June 4.* ILMCT is not responsible for hotel reservations or cancellations.

**Late Registration** - The registration deadline is Friday, May 21. For registrations after this date add \$50. Late or onsite registration may not guarantee meals.

**Conference Attire** - Business casual attire is suggested for conference events; for the President's Reception and Annual Banquet, business dressy or cocktail attire is suggested. Please note that room temperature may vary beyond ILMCT's control; please wear layers of clothing for your comfort.

**Special Needs** - ILMCT will make all conference events accessible to you. If you require special arrangements, or a special diet, please notify ILMCT by sending requests to Lindsay Heinzman at [lheinzman@citiesandtowns.org](mailto:lheinzman@citiesandtowns.org). ILMCT may not be able to accommodate such requests the day of the event.

**Door Prizes - \$200 Cash Door Prizes, Exhibit Hall Grand Prize and City of Nappanee Quilt**

Please plan to bring a door prize with you to the conference. Door prize drawings are held during various events. You may drop off door prizes at the conference registration area.

**Tuesday** - \$200 cash door prize given away at the Opening Business Session

**Wednesday** - Laptop door prize provided by Jones & Henry Engineers will be given away at 3:45 p.m. in the Exhibit Hall. You must be present to win.

**Wednesday** - the City of Nappanee and the Nappanee Senior Center have graciously donated a handmade quilt which will be given away during the Annual Banquet.

**Thursday** - \$200 cash door prize given away at the Closing Business Session.

# SHIFTING GEARS FOR THE FUTURE

## Conference Schedule

### Sunday, June 13

4:00 p.m. - 6:00 p.m. Conference Registration  
4:00 p.m. - 6:00 p.m. Executive Committee Meeting  
6:00 p.m. - 8:00 p.m. Executive Committee Dinner  
8:00 p.m. - 11:00 p.m. Networking Suite

### Monday, June 14

7:00 a.m. - 9:00 a.m. Conference Registration  
8:00 a.m. - 9:00 a.m. Institute/Academy Class Registration & Continental Breakfast  
9:00 a.m. -12:00 p.m. Institute/Academy Class  
12:00 p.m. -1:00 p.m. Institute/Academy Lunch  
1:00 p.m. - 4:00 p.m. Institute/Academy Class  
2:00 p.m. - 6:00 p.m. Conference Registration  
6:00 p.m. - 8:00 p.m. Welcome Reception

### Tuesday, June 15

7:00 a.m. - 9:00 a.m. Conference Registration  
7:30 a.m. - 8:30 a.m. Nelson Steele Memorial Run/Walk  
7:45 a.m. - 9:00 a.m. State Board of Accounts School Continental Breakfast  
9:00 a.m. - 12:00 p.m. State Board of Accounts School  
12:15 p.m. - 1:30 p.m. Lunch  
1:30 p.m. - 4:00 p.m. Opening Business Session  
3:00 p.m. - 5:00 p.m. Conference Registration  
5:00 p.m. - 8:00 p.m. Racing Extravaganza & Euchre Night  
8:00 p.m. - 12:00 a.m. Networking Suite

### Wednesday, June 16

7:00 a.m. - 9:00 a.m. Conference Registration  
7:30 a.m. - 8:45 a.m. Continental Breakfast with Exhibitors  
7:30 a.m. - 4:00 p.m. Exhibit Hall  
9:00 a.m. - 11:30 a.m. State Board of Accounts School  
11:30 a.m. - 12:45 p.m. Lunch with Exhibitors  
1:00 p.m. - 3:00 p.m. State Board of Accounts School  
3:00 p.m. - 4:00 p.m. Break with Exhibitors  
3:45 p.m. Exhibit Hall Door Prizes  
4:00 p.m. - 5:30 p.m. Networking Suite  
6:00 p.m. - 7:00 p.m. President's Reception  
7:00 p.m. - 12:00 a.m. Annual Banquet

### Thursday, June 17

8:30 a.m. - 10:00 a.m. Closing Business Session & Breakfast Buffet

**Registration Form**  
**ILMCT 74th Annual Conference & State Board of Accounts School**  
**Indianapolis, IN**  
**Registration Deadline: Friday, May 21, 2010**

Full Name: \_\_\_\_\_

Please check applicable designations:

IAMC (Indiana Accredited Municipal Clerk)	MMC (Master Municipal Clerk)
CMC (Certified Municipal Clerk)	CPFA (Certified Public Finance Administrator)

Title: \_\_\_\_\_ Preferred Name for Badge: \_\_\_\_\_

Municipality/Company: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Full Name of Guest Registering for the Conference: \_\_\_\_\_

If applicable, please check one:  Guest  First Time Attendee  Past President

ILMCT District Number \_\_\_\_\_ (Questions? Please visit [www.ilmct.org](http://www.ilmct.org) to view the District Map)

**Registration Fee**

	<b>Received By May 21</b>	<b>After May 21</b>
<input type="checkbox"/> Full Registration ILMCT Members.....	\$385	\$435
<input type="checkbox"/> Full Registration Nonmembers of ILMCT..... <i>Includes entry &amp; meals to all conference events Monday - Thursday. Includes Institute/ Academy class, Welcome Reception, State Board of Accounts School, Opening Business Session, Exhibit Hall, Tuesday evening Racing Extravaganza and Euchre Tournament, President's Reception, Annual Banquet &amp; Closing Business Session.</i>	\$485	\$535
<input type="checkbox"/> State Board of Accounts School (Tuesday & Wednesday)..... <i>Includes entry &amp; meals to Welcome Reception, State Board of Accounts School, Opening Business Session, Exhibit Hall, Tuesday evening Racing Extravaganza and Euchre Tournament, President's Reception, Annual Banquet and Closing Business Session.</i>	\$335	\$385
<input type="checkbox"/> State Board of Accounts School (Wednesday Only)..... <i>Includes entry &amp; meals to State Board of Accounts School, Exhibit Hall, President's Reception, Annual Banquet and Closing Business Session.</i>	\$210	\$260
<input type="checkbox"/> President's Reception/Annual Banquet (Wednesday).....	\$60	\$75
<input type="checkbox"/> Guest .....	\$225	\$275

To assist conference organizers with food and beverage tallies, please check conference events that you plan to attend. *These events are included in the registration fee.*

**Monday, June 14**

- Continental Breakfast - Institute/Academy Class
- Lunch - Institute/Academy Class
- Welcome Reception

**Tuesday, June 15**

- Continental Breakfast - State Board of Accounts School
- Lunch - State Board of Accounts School
- Racing Extravaganza/Dinner
- Euchre Tournament/Dinner

**Wednesday, June 16**

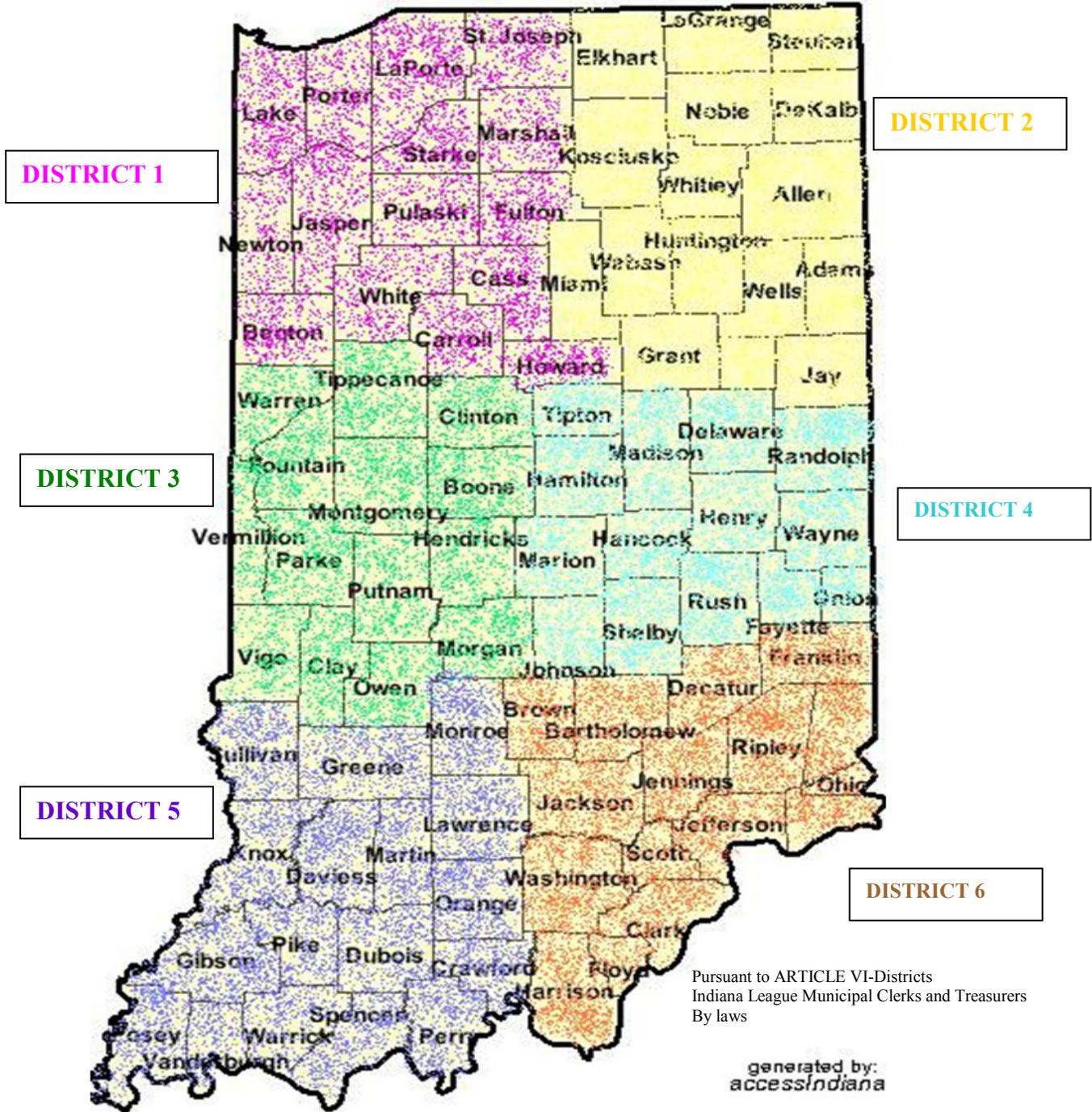
- Continental Breakfast - Exhibit Hall
- Lunch - State Board of Accounts School & Exhibit Hall
- President's Reception & Banquet

**Thursday, June 17**

- Breakfast Buffet - Closing Business Session

INDIANA LEAGUE OF MUNICIPAL CLERKS AND TREASURERS

DISTRICT MAP 2010



## Indiana League of Municipal Clerks and Treasurers

Kathy Parsons, IAMC, MMC, CPFA  
QUEST Editor  
PO Box 602  
Fremont, IN 46737

You may have noticed the red, green and yellow throughout the publication. These are the theme colors of the 74th Annual Conference. Please feel free to wear these colors as well as your favorite race car driver or team. Ladies and Gentlemen, be prepared to “START, YOUR, ENGINES” for a week of education and fun! See you in June!



*QUEST* is published quarterly by the Indiana League of Municipal Clerks and Treasurers (ILMCT), for and about Indiana's Clerks, Clerk-Treasurers, Deputies and Controllers.

Send address corrections by email to [winaclerk@kconline.com](mailto:winaclerk@kconline.com), or via USPS to QUEST, c/o Retha Hicks

P.O. Box 338, Winona Lake, IN 46590.

Send articles and comments by email to Kathy Parsons at [fremontct@townoffremont.org](mailto:fremontct@townoffremont.org)  
Or via USPS Town of Fremont, PO Box 602,  
Fremont, IN 46737

Telephone 260-495-7805  
Fax 260-495-2446

We would like to thank all of the members of the ILMCT Legislative Committee for your willingness to serve during the 2010 session of the General Assembly, Beth Neff, Debbie Block, Jane Jordan, Kathy Parsons, Rae Baker Gipson, Sue Saunders, Wes Bennett, Cynthia Barnydt, Deborah Workman, John Voorde, Marcey Wisman, Sharon Swihart, Suzy Bass, Dave Shafer, Diana Cordray, Karen Chasteen, Michael Griffin, Steve Mockler and Terri Gadd. The 2010 session should end on March 17th. We will send out a final update via the member list serve.

When you have a moment, please make contact with your Legislators to thank them for their continued support of the ILMCT  
Legislative Co-chairs  
Larry Breese  
Amy Roberts