



ANNUAL CLERK-TREASURERS SCHOOL

WEDNESDAY, MAY 10, 2017
INDIANAPOLIS MARRIOTT NORTH

AGENDA

- 9:00 a.m. – 9:30 a.m. **Registration**
Pre-Function
- 9:30 a.m. – 9:45 a.m. **Welcome and Opening Remarks**
Whitcomb Ballroom
Matt Greller, Chief Executive Officer, Aim
- 9:45 a.m. – 10:45 a.m. **How to Address Utility Payments and Deposits with Tenants and Landlords**
Whitcomb Ballroom
- Collecting utility bills can be a challenge under traditional circumstances. Throw in the tenant/landlord relationship and things get even more challenging. Attendees will learn the tools available when addressing deposits, payments, property liens and more.
- 10:45 a.m. – 11:00 a.m. **Break**
- 11:00 a.m. – 12:00 p.m. **Understanding Proper Funds Management**
Whitcomb Ballroom

Gaming funds are just one example of when it's critically important to know how to properly account for, transfer and spend certain funds. Having a proper understanding of the most complicated fund requirements will keep you and your community out of trouble. Join this workshop to learn more!

12:00 p.m. – 1:00 p.m.

Luncheon

Marion Ballroom

1:00 p.m. – 2:00 p.m.

Crowdfunding and Municipal Government – A New Method for Funding Quality of Place Initiatives

Whitcomb Ballroom

Participants in this workshop will learn about Indiana's newest online funding tool for placemaking projects. Examples of successful projects and advice from participants will give attendees a leg up when applying for this exciting new program!

2:00 p.m. – 2:15 p.m.

Break

2:15 p.m. – 3:15 p.m.

Are you prepared for your next audit?

Whitcomb Ballroom

As the State Board of Accounts increases staff and schedules more frequent municipal audits, it's even more imperative to be prepared for your next turn under the microscope. Transparency in government is key and presenting your best foot forward in an audit will help inspire constituent confidence in your community.

3:15 p.m. – 3:30 p.m.

Break

3:30 p.m. – 4:30 p.m.

Examining the Clerks Role in Public Meetings

Whitcomb Ballroom

All local elected officials have specific roles and responsibilities in the provision of government services. Having a solid understanding of the clerk's role in executing public meetings will make your job easier and increase your confidence in the public process.

4:30 p.m.

Adjourn