

aim

16th
ANNUAL

Clerk-Treasurers School &
2019 Budget Workshops

Aim Clerk-Treasurers School

Wednesday, May 15, 2019 Embassy Suites by Hilton Plainfield Indianapolis Airport ♦ 6089 Clarks Creek Road ♦ Plainfield, IN 46168

This workshop allows new and experienced clerk-treasurers to develop in their profession. Experts will cover topics such as capital asset accounting, cooperative purchasing, municipal investments, and generational diversity. Don't miss Municipal Government Trivia—The Sequel!—where we will answer clerk-treasurers most pressing questions.

AGENDA

9:00 a.m. – 9:30 a.m.	Registration	1:00 p.m. – 2:00 p.m.	A Practitioner's Guide to the Investment of Public Funds Cities and towns have many investment options to consider, and many requirements to follow. This session will help you determine how to select institutions to assist with your investment needs, determine when and how much to invest, and most importantly, how to follow the rules and maintain the public's trust as a financial steward. Attend this workshop to boost your investment know-how!
9:30 a.m. – 9:45 a.m.	Welcome and Opening Remarks	2:00 p.m. – 2:15 p.m.	Break
9:45 a.m. – 10:45 a.m.	Capital Asset Accounting, Planning, and Funding Good capital asset management practices are layered. Solid accounting procedures, such as understanding how to identify and account for your assets, estimate useful lives, and calculate depreciation are the solid first step. Just as important, however, are creating a five to ten year plan for capital improvements, funding your plan, and monitoring that your projects are coming in on budget. This workshop will help you create a firm foundation and plan for the future with confidence.	2:15 p.m. – 3:30 p.m.	This is Municipal Government Trivia—The Sequel! Whether you are new to the role or you're more in the Dave Shafer category for longevity, there is always more to learn about your position as a public servant. Back by popular demand, this fun, fast-paced trivia game will pose some of the most common or critical questions to our panel of experts, ensuring you walk away informed and entertained!
10:45 a.m. – 11:00 a.m.	Break	3:30 p.m. – 4:30 p.m.	Generational Diversity in the Workplace As people are choosing to work later in life, there has never before been more generational diversity in the workplace. Communication gaps, interpersonal conflicts, lack of mutual understanding, and diverse working styles are just a few of the ways having four generations in the municipal workplace can prove challenging. Knowing how each generation ticks not only helps managers build effective teams, but also ensures you are protecting your community from possible risks.
11:00 a.m. – 12:00 p.m.	Maximizing your Buying Power through Cooperative Purchasing In recent years, Aim has partnered with U.S. Communities to help cities and towns gain efficiencies and cost savings through the purchasing of goods and services. U.S. Communities recently merged National IPA to create OMNIA Partners. Indiana's municipalities now have the buying power of 87,000 public agencies nationwide and access to more savings than ever before. This presentation will discuss the benefits of cooperative purchasing and highlight how this cost-free program is working for municipal governments around Indiana and the United States.	4:30 p.m.	Adjourn
12:00 p.m. – 1:00 p.m.	Luncheon		

*Check the Aim website for the latest event information and speaker details.

Plainfield Hotel Reservations

Embassy Suites by Hilton Plainfield Indianapolis Airport
6089 Clarks Creek Road
Plainfield, IN 46168
1-800-362-2779
Group Code: ACT

Aim Rate: \$149 plus tax

Check-in: 4:00 p.m.

Check-out: 11:00 a.m.

Please contact the Embassy Suites directly for hotel reservations and request the Aim group code. Hotel reservations should be made no later than Tuesday, April 16. All hotel rooms in this brand-new hotel include complimentary wifi, breakfast, and evening reception. Aim is not responsible for hotel reservations or cancellations. Complimentary surface parking available onsite.

E-Verify

Aim is an enrolled employer in the E-Verify Program verifying the work eligibility of its new employees and will remain so until that program no longer exists.

Cancellation Policy

Only written cancellations will be accepted. Please mail your written cancellation to 125 W Market Street, Suite 100, Indianapolis, IN 46204, fax to (317) 237-6206 or email to aspurgeon@aimindiana.org. Written cancellations received five business days prior to the event will be refunded, minus a \$40 cancellation fee.

Aim Budget Workshops

This is a must attend event for anyone involved with the budgeting process – mayors, council members, fiscal officers, deputies, and more. This workshop will advise municipal officials of recent legislative action that affects budgeting, and will also cover how to budget for 2019. The morning will cover a variety of topics, including GAAP, regulatory reports, MVH, and other hot topics by the State Board of Accounts. The afternoon will provide tips and tricks for building your budget, using Gateway, and the future.

Offered in 5 Regional Locations

**All events are on local time. Please note time zone indicated.*

Lawrenceburg (EST)

Monday, April 22

Lawrenceburg Event Center
91 Walnut Street
Lawrenceburg, IN 47025

Fort Wayne (EST)

Tuesday, April 23

Grand Wayne Convention Center
120 W Jefferson Boulevard
Fort Wayne, IN 46802

Munster (CST)

Wednesday, April 24

Centennial Park Clubhouse
1005 S Centennial Drive
Munster, IN 46321

Jasper (EST)

Tuesday, April 30

KlubHaus 61
2031 Newton Street
Jasper, IN 47546

Plainfield (EST)

Thursday, May 16

Embassy Suites by Hilton Plainfield
6089 Clarks Creek Road
Plainfield, IN 46168

AGENDA	
9:00 a.m. – 9:30 a.m.	Registration
9:30 a.m. – 9:45 a.m.	Welcome and Opening Remarks
9:45 a.m. – 10:30 a.m.	Overview of GAAP and Updates to Regulatory Reports
10:30 a.m. – 11:15 a.m.	MVH and Other Hot Topics
11:15 a.m. – 11:30 a.m.	Break
11:30 a.m. – 12:30 p.m.	Legislative Update
12:30 p.m. – 1:30 p.m.	Luncheon
1:30 p.m. – 2:30 p.m.	Tips and Tricks for Building your Revenue and Appropriation Budgets

2:30 p.m. – 2:45 p.m.	Break
2:45 p.m. – 3:15 p.m.	Using Gateway Efficiently
3:15 p.m. – 4:00 p.m.	What about 2021 and Beyond?
4:00 p.m.	Adjourn



Earn MMI Credit

Participation in the Aim Budget Workshops is eligible for Municipal Management Institute (MMI) credit. Thank you to MMI sponsor Wessler Engineering.



More than a Project™

REGISTRATION FORM 16th Annual Clerk-Treasurers School & 2019 Budget Workshops

Name		Title	
Municipality/Company			
Address		City/Town	
State	Zip	Phone	
Email (Required)			
Special Needs and Dietary Restrictions			
Budget Workshops (Select location)			
<input type="checkbox"/> \$119 – Aim Member		<input type="checkbox"/> \$175 – Non-Member	
Location:	<input type="checkbox"/> Lawrenceburg	<input type="checkbox"/> Fort Wayne	<input type="checkbox"/> Munster
	<input type="checkbox"/> Jasper	<input type="checkbox"/> Plainfield	
Clerk-Treasurers School			
<input type="checkbox"/> \$119 – Aim Member		<input type="checkbox"/> \$175 – Non-Member	
Method of Payment		Total: \$	
Circle One: <input type="checkbox"/> Check <input type="checkbox"/> MC <input type="checkbox"/> Visa <input type="checkbox"/> Discover <input type="checkbox"/> AmEx			
Check Number (Payable to Aim)			
Card Number			
Expiration Date			
Verification Code			
Name of Cardholder			
Billing Address			
City	State	ZIP	
Authorized Signature			



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Indianapolis, IN 46204



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