



20th ANNUAL CLERK–TREASURERS SCHOOL

WEDNESDAY, MAY 24, 2023

AGENDA

9:15 a.m. – 9:30 a.m. **Welcome and Opening Remarks**
Matt Greller, Chief Executive Officer, Aim

9:30 a.m. – 11:00 a.m. **Core Supervisory Skills**

Participants in this session will learn how to recognize basic skills that supervisors, managers, and leaders must have to attract, motivate, and retain employees within their municipality. After attending this session, participants will be able to define differing management styles and recognize; understand the difference between the manager and a leader; understand the difference between coaching and discipline; understand the importance of documentation during the disciplinary action process; and understand the performance management process, rewards, and recognition.

Speaker:

Kristen Deutsch, M.B.A., CCP, President, New Focus HR, LLC

11:00 a.m. – 11:05 a.m. **Break**

11:10 a.m. – 12:00 p.m. 2023 Legislative Session Recap

The 2023 Legislative Session is a long, budget writing session scheduled to end the last week of April. As session winds down, you may have a good idea of what happened regarding the larger, more publicized bills impacting municipal government. However, there are countless bills that do not make headlines. This workshop will help you better understand what is slated to become law in the weeks and months ahead and the impact it could have on communities of all sizes.

Speakers:

Jenna Bentley, Government Affairs Director, Aim

Matt Greller, Chief Executive Officer, Aim

12:05 p.m. – 12:35 p.m. Lunch Break

12:35 p.m. – 1:35 p.m. Payments and Disbursements with the State Board of Accounts

SBOA will dive into the topic of electronic transactions as it pertains to cities and towns, specifically addressing the receipt and distribution of public funds through various electronic payment methods such as ETFs, ACHs, and more. In addition, we will explore the importance of implementing robust internal controls to ensure the integrity and security of these transactions.

Speakers:

Michael Crowley, Government Technical Assistance & Compliance Director, Indiana State Board of Accounts

Mitchell Wilson, Government Technical Assistance & Compliance Director, Indiana State Board of Accounts

1:40 p.m. – 1:45 p.m. Break

1:50 p.m. – 2:50 p.m.

The Im'Perfect Leader

In a world where we are expected to do everything, it sometimes feels like we can't accomplish anything. Drawing from the concepts in Tal Ben-Shahar's book "The Pursuit of Perfect: How to Stop Chasing Perfection and Start Living a Richer, Happier Life" this session will explore the value of making mistakes, the seductive (yet unattainable) dream of perfectionism, and why optimalism may help us accomplish just enough to be happy. This session is ideal for participants who are seeking a healthy method to manage expectations of themselves and others. Attendees will examine how mistakes have played a role in their personal development, understand the differences between "optimalism" and "perfectionism", learn about various notable figures who have achieved success in the face of failure, and understand the role risk plays in achieving success.

Speakers:

Mitch Isaacs, Executive Director, Shafer Leadership Academy

3:00 p.m.

Closing Remarks and Adjourn