

choose *joy*



ILMCT

87th Annual Conference &
State Board of Accounts School

JUNE 23-27, 2024
CENTURY CENTER
SOUTH BEND, INDIANA

THE ILMCT 87TH ANNUAL CONFERENCE & STATE BOARD OF ACCOUNTS SCHOOL

The ILMCT 87th Annual Conference & State Board of Accounts School will be held June 23-27 at the Century Center in South Bend, Indiana. ILMCT President Karen Heim, Clerk-Treasurer, Culver, will preside over the Opening and Closing Business Sessions. Hear vital information from a number of state agencies, including the State Board of Accounts. Monday will highlight educational classes that will provide important information on using technology and best practices, streaming and archiving products and services, resolutions and ordinances, personal growth, utilities, and ethics.

LEARNING OPPORTUNITIES

State Board of Accounts School is a “called meeting”. Indiana law (IC 5-11-14-1) allows for city and town officials who attend called meetings to pay for registration or be reimbursed for travel expenses from the General Fund from any money not otherwise appropriated. Further, the law specifies that a claim for registration and travel expenses incurred while attending a called meeting may not be denied by the body responsible for the approval

of the claim if the claim complies with IC 5-11-10-1.6 and IC 5-11-14-1.

For officials who are unable to attend the full conference, State Board of Accounts School is an opportunity to focus on education by attending events on Tuesday and Wednesday or Wednesday only.

EDUCATIONAL CLASSES

THE FACTS ABOUT RESOLUTIONS, ORDINANCES, AND CODIFICATION

Join us for this illuminating workshop designed to unravel the complexities of municipal resolutions, ordinances, and codification. This session is tailored to provide a comprehensive understanding of the distinct roles and applications of resolutions and ordinances within municipal governance. Further, learn how codifying can streamline organization and accessibility of local laws. Participants will gain knowledge and invaluable insights into drafting practices for resolutions and ordinances to ensure clarity, coherence, and compliance with any requirements.

THE POWER IN THE PIVOT

As a leader, you are perpetually asked to pivot . . . flexibility and coming alongside those you serve is mission critical and learning HOW to do that with dignity and grace takes intentionality. In this interactive and energizing keynote presentation, executive coach and leadership development guru Andrea Butcher will highlight THREE ways to maximize the power in the pivots in YOUR leadership (and your life) based on the outcomes of over 50 conversations with executives on her leadership podcast, *Being [at Work]*. You will undoubtedly walk away feeling empowered and energized while connecting with other leaders through the power of shared stories.

INVESTIGATING STREAMING AND ARCHIVING PRODUCTS AND SERVICES

If you attended Aim Clerk-Treasurers School in May, you learned about the state’s archiving and streaming law taking effect in 2025. This workshop will be an excellent sequel to that session, where we will take a look at different streaming and archiving tools, covering a broad spectrum of both complexity and cost. But don’t worry, our panelists will be sure to provide enough context to make this workshop useful, giving you the confidence you need to meet this new public access requirement head-on.

MUNICIPAL UTILITIES: BILLING, COLLECTIONS, STUDIES, AND STRATEGIES

This session will dive into the intricacies of municipal utilities. Panelists will explore the multifaceted layers of providing electric, water, and wastewater services. Over the course of this session, participants will gain invaluable insights into various aspects, including strategies and restrictions regarding billing and collections, navigating regulatory requirements, conducting water loss audits, and recent legislative discussions and statutory changes, just to name a few! Regardless of your breadth and depth of utility needs and understanding, this workshop will have something for everyone!

NEMESIS NO MORE: USE TECHNOLOGY AND BEST PRACTICES TO MAKE FRIENDS WITH YOUR MINUTES

Do you know a clerk or clerk-treasurer who ranks minutes among their favorite public service tasks? If so, you are in rare company! Now is the time to change how you feel about minutes by hearing from your peers and others about what they do to take the pain out of this process. The workshop will investigate best practices for organizing and ensuring your minutes are accurate and professional reflections of the business conducted by your legislative body. Further, presenters will cover technology options your community can use for streamlining and making production of minutes more efficient and less time consuming.

ETHICS REQUIREMENTS AND EXPECTATIONS AS A PUBLIC CONFIDENCE TOOL

When considering ethics in public service, there are both technical requirements and perceptions of impropriety. While one might seem more important than the other, to give your citizens confidence in their government, keeping a keen eye out for ethical missteps, technical and otherwise, is a wise approach. Know your duty regarding conflict-of-interest disclosures, reporting official misconduct, what is considered nepotism, and proper procurement processes. Being informed and practicing sound ethical standards and responsibilities will allow your citizens to focus on the amazing things your community does!

CONFERENCE EVENTS

ATHENIAN DIALOGUE

Join us Sunday, June 23 beginning at 8:00 a.m. to discuss and dissect the book *Finding Me: A Memoir* by Viola Davis. Register fast as space is limited! Registration fee is \$100. More details can be found on the ILMCT webpage at aimindiana.org/ilmct.

WELCOME EVENT

Please be sure to join us for a fun evening at the first artificial white-water course in North America. East Race Waterway is just a short walk from the Century Center in South Bend. After the thrill seekers raft down rapids that are comparable to the Colorado River, they will dry off while enjoying dinner provided by Rulli's and Tattoo Taco's food trucks located in Howard Park. Be on the lookout for more information regarding this exciting event! Need to know more now, visit East Race Waterway online at eastracewaterway.com.

DOOR PRIZES

Please bring a door prize from your hometown! Attendee door prizes and \$200 cash door prizes will be distributed at the Opening and Closing Business Sessions. And don't miss the Grand Prize Giveaway to be distributed at the closing of the Exhibit Hall, courtesy of Jones and Henry Engineers, Ltd.

ANNUAL BANQUET

Be sure to stick around for the President's Reception and Annual Banquet on Wednesday night, featuring Memphis Underground.

ILMCT AFTER HOURS: *Cocktails & Conversations*

Enjoy a Tuesday night out with your colleagues along with the Boyce and Spend-Bridge teams. Join us at The Exchange Whiskey Bar for complimentary appetizers, drinks, and prizes, located two blocks from Century Center.

KEYNOTE ADDRESS: *Laurie Hayn*

What would you say if a doctor told you that you may never walk again? Laurie Hayn's response was, "Watch me."

Laurie Hayn's life changed dramatically on September 18, 2018 when, at the age of 54, she lost her left arm and leg in a farm combine accident. Since that time, she has demonstrated that life is not over, it is just starting a new chapter.

Born and raised in Marshall County, Laurie and her husband, Dale, have been married for 40 years and have two adult sons. As an avid traveler, Laurie has visited each state except Hawaii. Prior to her accident, she completed 350 miles of hiking on the Appalachian Trail. Since her accident she has hiked the Garden of the Gods and Red Rock in Colorado, Hocking Hills in Ohio, and enjoyed the sights of Paris. She has plans to tackle Clingmans Dome, the highest section of the Appalachian Trail as well as hike the Kerry Way in Ireland.

She worked in the Marshall County Recorder's office for almost 10 years. She has trained to be a peer visitor for the Amputee Coalition, meeting with and encouraging people who have recently lost limbs, and has shared her story with groups across the country.

Her contagious laugh and positive attitude will inspire you to Choose Joy.



HOTEL INFORMATION

Hotel reservations should be made by contacting the hotel of your choice directly. Reservations must be made by May 23, 2024, to receive the special rate. ILMCT is not responsible for hotel reservations or cancellations. One (1) nights' room and tax may be required in the form of a valid credit card upon making a reservation.

Individual cancellations 48 hours prior to scheduled arrival date are subject to a cancellation fee of one night's room and tax. **Please note that the hotel blocks may sell out before the reservation deadline of May 23. It is highly recommended that you do not wait until May 23 to book your hotel room.**

DoubleTree by Hilton Hotel South Bend

123 N Dr. Martin Luther King Jr. Boulevard
South Bend, IN 46601
(574) 283-7112

ROOM RATE: \$129 plus tax

REQUEST GROUP CODE:
ILMCT Conference

RESERVATIONS DEADLINE: May 23

CHECK IN: 3:00 p.m. EST
CHECK OUT: 12:00 p.m. EST

PARKING: \$10 Daily Parking setup through hotel upon arrival with in and out access.

Courtyard by Marriott South Bend Downtown

121 S Dr. Martin Luther King Jr. Boulevard
South Bend, IN 46601
(574) 237-7777

ROOM RATE: \$98 plus tax

REQUEST GROUP CODE:
AIMN

RESERVATIONS DEADLINE: May 23

CHECK IN: 3:00 p.m. EST
CHECK OUT: 11:00 a.m. EST

PARKING: \$22 Daily Valet Parking setup through hotel upon arrival with in and out access.

Aloft South Bend

111 N Main Street
South Bend, IN 46601
(574) 344-5406

ROOM RATE: \$129 plus tax

REQUEST GROUP CODE:
ILMCT Conference

RESERVATIONS DEADLINE: May 23

CHECK IN: 3:00 p.m. EST
CHECK OUT: 12:00 p.m. EST

PARKING: \$10 Daily Parking setup through hotel upon arrival with in and out access.

----- The online hotel links for each hotel can be found at aimindiana.org/ILMCT. -----

SUNDAY, JUNE 23	
8:00 a.m. – 3:00 p.m.	Athenian Dialogue <i>(Additional registration fee)</i>
2:30 p.m. – 5:00 p.m.	Conference Registration
4:00 p.m. – 5:30 p.m.	Executive Committee Meeting
6:00 p.m. – 8:00 p.m.	Executive Committee Dinner <i>Mishawaka Public House</i>
MONDAY, JUNE 24	
6:30 a.m. – 7:15 a.m.	Yoga at the Gridiron
7:00 a.m. – 5:00 p.m.	Conference Registration
7:00 a.m. – 8:00 a.m.	Continental Breakfast
8:15 a.m. – 9:15 a.m.	Institute & Academy Class: The Facts about Resolutions, Ordinances, and Codification
9:15 a.m. – 11:15 a.m.	Institute & Academy Class: Investigating Streaming and Archiving Products and Services
11:15 a.m. – 12:15 p.m.	Institute & Academy Class: Nemesis no More: Use Technology and Best Practices to make Friends with your Minutes
12:15 p.m. – 1:30 p.m.	Institute & Academy Luncheon <i>District Luncheon</i>
1:45 p.m. – 2:45 p.m.	Institute & Academy Class: The Power of the Pivot
2:45 p.m. – 4:45 p.m.	Institute & Academy Class: Municipal Utilities: Billing, Collections, Studies, and Strategies
6:00 p.m. – 8:00 p.m.	Welcome Event
TUESDAY, JUNE 25	
6:30 a.m. – 7:15 a.m.	G.R.I.T at the Gridiron
7:00 a.m. – 5:00 p.m.	Conference Registration
7:30 a.m. – 8:15 a.m.	State Board of Accounts School Continental Breakfast
8:30 a.m. – 12:00 p.m.	State Board of Accounts School
11:00 a.m. – 2:30 p.m.	State Board of Accounts Resource Center
12:00 p.m. – 1:00 p.m.	State Board of Accounts School Luncheon

TUESDAY, JUNE 25 (CONTINUED)	
1:15 p.m. – 2:45 p.m.	State Board of Accounts School
2:45 p.m. – 3:00 p.m.	Break
3:00 p.m. – 5:00 p.m.	Opening Business Session
5:00 p.m. – 6:30 p.m.	Exhibit Hall Welcome Reception
7:00 p.m. – 9:00 p.m.	ILMCT After Hours: Cocktails and Conversations <i>Sponsored by Boyce Systems and SpendBridge</i>
WEDNESDAY, JUNE 26	
6:30 a.m. – 7:15 a.m.	Jazzercise at the Gridiron
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. – 1:00 p.m.	Exhibit Hall Open
9:00 a.m. – 10:00 a.m.	State Board of Accounts School
9:00 a.m. – 3:30 p.m.	State Board of Accounts Resource Center
10:00 a.m. – 10:30 a.m.	Break with Exhibitors
10:30 a.m. – 11:30 a.m.	State Board of Accounts School
11:30 a.m. – 12:45 p.m.	Lunch with Exhibitors
12:45 p.m. – 1:00 p.m.	Grand Prize Giveaway, Vendor Door Prizes, and Exhibit Hall Closes
1:00 p.m. – 3:30 p.m.	State Board of Accounts School
3:30 p.m. – 4:30 p.m.	Institute & Academy Class: Ethics Requirements and Expectations as a Public Confidence Tool
5:00 p.m. – 6:00 p.m.	Conference Registration
6:00 p.m. – 7:00 p.m.	President's Reception
7:00 p.m. – 11:00 p.m.	Annual Banquet
THURSDAY, JUNE 27	
8:30 a.m. – 10:30 a.m.	Closing Session & Breakfast

SUBJECT TO CHANGE. ALL TIMES ARE LOCAL.

ILMCT 87TH ANNUAL CONFERENCE & STATE BOARD OF ACCOUNTS REGISTRATION

June 23-27, 2024 | Century Center, South Bend, Indiana

EARLY-BIRD REGISTRATION DEADLINE: Wednesday, June 5, 2024

YOUR INFORMATION

Name		
Preferred Name for Badge		
Municipality/Company		
Title		
Address		
City	State	Zip
Phone		
Email (Required)		
If applicable, please check one: <input type="checkbox"/> First Time Attendee <input type="checkbox"/> Past President		
Name of Spouse/Guest (if attending)		
Special Needs and Dietary Restrictions		

CONFERENCE EVENTS

Please check the events you plan to attend. This is for planning purposes only.

<input type="checkbox"/> Sunday Athenian Dialogue
<input type="checkbox"/> Monday Yoga at the Gridiron
<input type="checkbox"/> Monday Continental Breakfast
<input type="checkbox"/> Monday Luncheon
<input type="checkbox"/> Monday Welcome Event
<input type="checkbox"/> Tuesday G.R.I.T at the Gridiron
<input type="checkbox"/> Tuesday State Board of Accounts School Continental Breakfast
<input type="checkbox"/> Tuesday State Board of Accounts School Luncheon
<input type="checkbox"/> Tuesday Exhibit Hall Welcome Reception
<input type="checkbox"/> Wednesday Jazzercise at the Gridiron
<input type="checkbox"/> Wednesday Continental Breakfast
<input type="checkbox"/> Wednesday Luncheon
<input type="checkbox"/> Wednesday President's Reception and Banquet
<input type="checkbox"/> Thursday Breakfast

METHOD OF PAYMENT

Amount		
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 ILMCT)		
Card Number		
Expiration Date	Verification Code	
Name of Cardholder		
Billing Address		
City	State	Zip
Cardholder Signature		

REGISTRATION FEES

	On / Before June 5	After June 5	Enter Amount
Full Registration ILMCT Members Includes entry and meals to all conference events Monday through Thursday, including Monday classes, State Board of Accounts School, Welcome Event, Opening Business Session, Exhibit Hall, President's Reception, Annual Banquet, and Closing Business Session.	\$500	\$550	
Full Registration Non-members of ILMCT Includes same as above.	\$600	\$650	
State Board of Accounts School Only (Tuesday and Wednesday) Includes entry and meals to all conference events Tuesday through Thursday, including State Board of Accounts School, Opening Business Session, Exhibit Hall, President's Reception, Annual Banquet, and Closing Business Session.	\$450	\$500	
State Board of Accounts School Only (Wednesday) Includes entry and meals to all conference events Wednesday through Thursday, including State Board of Accounts School, Exhibit Hall, President's Reception, Annual Banquet, and Closing Business Session.	\$310	\$360	
Retiree The retiree registration is restricted to those that served as clerk or clerk-treasurer for a minimum of 8 years before their retirement. The fee includes all items listed under full registration.	\$325	\$375	
Athenian Dialogue (Sunday) First come, first served.	\$100	\$100	
President's Reception and Annual Banquet Only	\$175	\$225	
Guest The guest registration fee must accompany a full registration and is restricted to those who are not municipal officials and who have no professional interest at the conference. The fee includes admission to all conference events and meals.	\$325	\$375	
Total Due: \$			

MAIL OR FAX COMPLETED REGISTRATION FORM WITH PAYMENT INFORMATION TO:

ILMCT
125 W Market Street, Suite 100
Indianapolis, IN 46204
Fax: (317) 237-6206

SPECIAL NEEDS

ILMCT will make all conference events accessible to you. If you require special arrangements, or a special diet, please notify ILMCT on your registration form. ILMCT may not be able to accommodate such requests the day of the event.

CANCELLATION POLICY

Written cancellations received on/before Wednesday, June 5 will be refunded less a \$50 administrative fee. Cancellations should be faxed to (317) 237-6206 or sent to bbystry@aimindiana.org. No refunds after June 5.

CONFERENCE ATTIRE

For the Annual Banquet, cocktail attire is suggested. For all other conference events, business casual attire. Event room temperatures may vary beyond ILMCT's control; please wear layers of clothing for comfort.



ILMCT
125 W. Market St., Ste. 100
Indianapolis, IN 46204



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