



**Mission Statement:**

*To advance the professional identity of Township Committees on Youth by providing leadership, professional training, community education, and networking to enhance the quality of life for youth and families in the Townships throughout Illinois.*

**Executive Meeting  
Hanover Township  
June 23, 2022  
10:00AM-12:00PM**

- I. Call to order at 10:09 am.  
**Roll Call:** Members in attendance Tina Houdek (Hanover Township), Sara Marx (Ela Township), Dawn Arimura (Bloomington Township), Allison Kowieski (WAYS), Richard Lyon (Maine Township), and Megan Traficano (Oak Park Township).
  - A. Approval of Minutes from the April 28, 2022 Executive Meeting  
Sara Marx moved to approve and Megan Traficano seconded. Motion approved.
  - B. Additions to the agenda.
    1. None
- II. Officers' reports:
  - A. President: Tina
    1. See committee reports
  - B. Vice President: Sara
    1. None
  - C. Secretary: Allison
    1. None
  - D. Treasurer: Richard
    1. No expenses this quarter, and income is from membership dues
    2. Submitted IL 990 and IL secretary of state reports for 2022
- III. Committee Reports:
  - A. Membership-Tina/Sara
    1. Up to 15 members now
  - B. CEUs-Tina
    1. Renewed CEU license (Richard needs copy of this)
  - C. Audit-Dawn
    1. Has the books from Richard and will be reviewing with Tina over the next week or two
  - D. Program-Sara/Tina
    1. May presenter was good
    2. Hybrid model going forward to attract people from all over the state
  - E. Website-Richard
    1. Membership is updated on website
  - F. Awards-Megan
    1. Undergrad: Received only one full application
    2. Graduate: Received two applications so far: Need to promote more, due September 16<sup>th</sup>

President  
Tina Houdek, LCPC  
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(630) 483-5799  
thoudek@hanover-township.org

Vice President  
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Ela Township  
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saram@elatownship.org

Secretary  
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Treasurer  
Richard Lyon, LCPC, CADC  
Maine Township  
Maine Stay Youth & Family Services  
1700 Ballard Rd.  
Park Ridge, IL 60068  
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rlyon@mainetown.com



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3. AITCOY awards: Need to promote, due on September 16<sup>th</sup>
- G. Perspectives-Tina
  1. Have been going smoothly; Chelsea and Nora have been completing this
  2. Due 10<sup>th</sup> of the month for the following month, except July & August are doubled up
- H. TOI-Tina
  1. In-person for 2023
- I. Olympics-Sara
  1. Postponed until Summer 2023, Start planning after TOI
- IV. Old Business
- A. None
- V. New Business
  - A. August Business Meeting Agenda/Workshop—update
    1. Business meeting: In-person at Oak Park Township before the workshop
    2. Workshop: Hybrid in Senior Services dining room at Oak Park Township with a capacity of 22 in-person
      - i. Presenter Allison Carris on self-care
  - B. TOI Annual Conference Planning/Workshop November 13-15, 2022—In person
    1. Need presenter—ideas
      - i. Brenda Barnwell? Tina will reach out to her
    2. Who will be attending?
      - i. Megan, Tina, Ryan, Dawn, Richard?
    3. Select Roles for members
      - i. Set up and coverage for the table for Sunday and Monday
      - ii. Tuesday morning breakfast for awards
      - iii. Help with putting trifold together
    4. Brochures
      - i. Tina will update and have printed
    5. Annual Dinner—Monday November 14, 2022
      - i. Will need to elect officers: Nominating committee of Dawn & Megan
    6. Other items
      - i. Will need reports in October, prepare folders for the event
      - ii. Raffle basket, Candy for the table
  - C. Undergraduate Scholarship Selection of Winners
    1. Sophia Steel: Unanimous vote
  - D. Promotion of Graduate Scholarship Awards and AITCOY Awards
    1. Graduate
      - i. Tell own interns about opportunity & send out to grad schools you work with

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2. AITCOY Awards
  - i. Tina will send out to membership list
  - ii. Encourage own staff and others in your township to nominate people
- VI. Township Program Highlight and Announcements
  - A. Bloomingdale Township
    1. Hired a new full-time therapist
  - B. Hanover Township
    1. Hired new bilingual therapist, starts June 28<sup>th</sup>
    2. Looking to hire new clinical manager in July – at least 5 years supervising staff
    3. Started Summer Camp, have two sessions K-3 (first session), 4-6 (second session)
  - C. Oak Park Township
    1. Just finished rebranding project, with new logo
    2. Hiring for Girls on the Rise coordinator (full-time)
- VII. Adjournment at 11:42 am. Dawn Arimura moved to approve and Richard Lyon seconded. Motion approved.

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