



**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  
September 22, 2022  
10:00AM-12:00PM**

- I. **Call to Order** at 10:18 pm.  
**Roll Call:** Members in attendance Sara Marx (Ela Township), Megan Trafficano (Oak Park Township), Tina Houdek (Hanover Township), Dawn Armuira (Bloomington Township), Allison Kowieski (WAYS/Wayne & Winfield Townships), Richard Lyon (Maine Township).
  - A. **Approval of Minutes from the June 23, 2022 Executive Meeting**  
Dawn moved to approve and Sara seconded. Motion approved.
  - B. **Additions to the agenda**
    1. None
- II. **Officers' reports:**
  - A. **President**
    1. None
  - B. **Vice President**
    1. None
  - C. **Secretary**
    1. None
  - D. **Treasurer**
    1. None
- III. **Committee Reports:**
  - A. **Membership: Tina/Sara**
    1. 15 paid members
    2. Start membership drive again in January; and at TOI
  - B. **CEUs: Tina**
    1. Need paperwork from May event for AITCOY files
  - C. **Audit: Dawn**
    1. None
  - D. **Program: Sara/Tina**
    1. Hanover Township: February
      - a. Ideas: Implicit bias requirement
  - E. **Website: Richard**
    1. Allison will be taking over updates needed over the next month
  - F. **Awards: Megan**
    1. See new business

President  
Tina Houdek, LCPC  
Hanover Township  
Youth and Family Services  
250 S. Route 59  
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(630) 483-5799  
thoudek@hanover-township.org

Vice President  
Sara Marx, LCPC  
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Health and Wellness  
1155 East IL-22  
Lake Zurich, IL 60047  
(847) 540-8380  
saram@elatownship.org

Secretary  
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Wayne/Winfield Twps.  
WAYS  
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waysallisonk@gmail.com

Treasurer  
Richard Lyon, LCPC, CADC  
Maine Township  
Maine Stay Youth & Family Services  
1700 Ballard Rd.  
Park Ridge, IL 60068  
(847) 297-2510 x261  
rlyon@mainetown.com



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**G. Perspectives: Tina**

1. Changing date of submission
2. October & November: Ela Township is taking over the “Did You Know” section
3. December: Township award winners

**H. TOI: Tina**

1. See new business

**I. Olympics: Sara**

1. Meeting in January to start plan

**IV. Old Business**

- A. None

**V. New Business**

**A. TOI Annual Conference Update**

**1. Schedule for Exhibit Booth**

- a. Sunday afternoon: Sara, Dawn, Tina (and Ryan from Hanover Township)
- b. Monday morning: Dawn

**2. Other Roles for Conference**

- a. Hand out awards at breakfast: Sara
- b. Assist at workshops (Raffle, sign ins, evals, certificates): Sara
- c. Brochures: will be printed 600-700 at Hanover Township, have to be mailed to Springfield by mid-October

**3. Workshops**

- a. On Monday, November 14<sup>th</sup> 2:45pm and 4:00pm
- a. Locations TBA

**4. Annual Meeting**

- a. Monday, November 14<sup>th</sup> at 5:00pm in the Lincoln Board Room
- b. Posted in Perspectives Article and in TOI Program
- c. Annual Dinner after the Annual Meeting

**B. Nomination Committee selection for Annual Meeting: Dawn**

**C. Reports for Annual Meeting due to me by October 25, 2022**

1. Email reports to Tina by this date at the latest so she can prepare folders

**D. February Quarterly workshop**

1. See Committee Reports

**E. Awards and Scholarship selection**

**1. Graduate scholarship**

- a. Two applicants
- b. Selected winner was Siamirelis Nambo

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**2. Township Awards**

- a. **Township Friend of Youth:** Brian McGuire
- b. **Volunteer Award:** Tee Willey
- c. **Youth Leadership:** Sophia Boborci
- d. **Youth Organization Award:** Hanover Township Youth & Family Services
- e. **Staff Award:** Dominique Hickman

**VI. Township Program Highlight and Announcements**

A. **WAYS:** Open Therapist position

**B. Hanover Township:**

1. Open Clinical Manager position
2. Youth Violence Summit on November 30<sup>th</sup> 1:30-5 pm

**C. Bloomingdale Township:**

1. open Therapist position

**VII. Adjournment**

- A. Meeting adjourned at 11:48 am. Dawn moved to approve and Richard seconded. Motion approved.

**Minutes submitted by:** Allison Kowieski, Secretary

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