



Executive Meeting Minutes
 Hanover Township
 January 24, 2019
 10:00AM-12:00PM

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.

- I. Call to Order:** Meeting was called to order at 10:19 am. Members in attendance included Dawn Arimura/Bloomington Township, Tina Houdek/Hanover Township, John Parquette/Hanover Township, Susan Fackler/Ela Township, Richard Lyon/Maine Township, and Allison Kowieski/Wayne & Winfield Townships/WAYS.
 - A. Approval of minutes from September 26, 2018, Executive Meeting
 - Correction needed to change “Main Township” to “Maine Township”
 Motion was made to approve the minutes with the above corrections, by Tina Houdek a second by Richard Lyon. Moved to approve minutes.
 - B. Additions to the agenda
 - None
- II. Officer’s Reports:**
 - President
 - Secured speaker for February workshop
 - Township awards, undergrad scholarship, and graduate scholarship have been updated for Fall and sent to Richard to add to website
 - Matt Starr will be the person to manage this three items and any info should be sent to him
 - Vice President
 - Working to help new president with transitioning into position
 - Townships of Cook County (TOCC) will be celebrating Township Days in June
 - MTA and TOCC summer symposium is scheduled
 - Secretary
 - None
 - Treasurer
 - Provided 4th quarter 2018 report
 Motion was made to approve treasurer’s report by Dawn Arimura, a second by Allison Kowieski. Moved to approve minutes.
- III. Committee Reports:**
 - Membership — John:
 - Current count is at 3 paid members
 - John is helping introduce Tina to members
 - CEUs—John:
 - Hanover Mental Health Board has approached John about interest in Co-sponsoring CEUs for the community.
 - Discussion of CEU sign up process and possibility of adding a form to the website for RSVPs.
 - Audit—Dawn:
 - Scheduled for Tuesday march 5th at 11:00 am at Bahama Breeze in Schaumburg

President	Vice President	Secretary	Treasurer
Tina Houdek, LCPC	John Parquette, LCSW	Allison Kowieski, MA. LCPC	Richard Lyon, LCPC, CADC
Hanover Township	Hanover Township	Wayne/Winfield Twps.	Maine Township
Youth and Family Services	Youth and Family Services	WAYS	MaineStay Youth&Family Services
250 S. Route 59	250 S. Route 59	27W031 North Avenue	1700 Ballard Rd.
Bartlett, IL 60103	Bartlett, IL 60103	West Chicago, IL 60185	Park Ridge, IL 60068
(630) 483-5799	(630) 483-5799	(630) 231-7166	(847) 297-2510 x261
thoudek@hanover-township.org	jparquette@hanover-township.org	waysallisonk@gmail.com	rlyon@mainetown.com



- Program — Susan/Tina:
 - Wednesday February 27th: Ethics by Katie Johns, at Hanover Township
 - Thursday May 23rd: Vision Boards by Susan Fackler, at Ela Township
 - Thursday August 23rd: Topic TBD, possibly by Kimberly from DuPage Township
- Website — Richard:
 - Membership will be updated for 2019 once more members have paid
 - Will add phone number and location for workshops; remove newsletter link
- Awards—Matt:
 - Aware of his responsibilities and the process, Will attend meetings where we vote
- Perspectives – Matt/Tina:
 - Matt will be unable to participate in this due to new responsibilities added at work
 - Tina has submitted January and February articles, looking for help/suggestions
 - Articles are due to Kayla at TOI on the 10th of the month, for the following month
- TOI—Tina:
 - Andrea Barthwell will do the CEUs next year, 3 part series, 1 hour each
- Olympics—Susan:
 - Waiting to hear back from Joe Doyle; Will likely be held at Ela or Warren Township

IV. Old Business: None

V. New Business

- A. Meeting dates, locations, and programs
 - (1) On website and Tina will send out list
 - B. Discussion of committee chairs
 - (1) Selected at TOI, see committee report
 - (2) Whether to do member at large, may do in future, can appoint at any time
 - C. Membership drive
See Committee Report
 - D. Summer Olympics planning
See Committee Report
 - E. TOI Annual Conference planning
See Committee Report
 - F. Review and update scholarships
See Committee Report
- II. Township Program Highlight and Announcements
- (1) Ela Township: Casey joining full time in May
 - (2) Bloomington Township: still looking for full time therapist
 - (3) WAYS: looking for additional tutors and luncheon coming up on April 16
 - (4) Hanover Township: Part time receptionist position available
- III. **Adjournment:**
Moved to adjourn at 12:16 pm. Motion by John Parquette, second by Richard Lyon.

Respectfully submitted by: Allison Kowieski, LCPC

President

Tina Houdek, LCPC
Hanover Township
Youth and Family Services
250 S. Route 59
Bartlett, IL 60103
(630) 483-5799
thoudek@hanover-township.org

Vice President

John Parquette, LCSW
Hanover Township
Youth and Family Services
250 S. Route 59
Bartlett, IL 60103
(630) 483-5799
jparquette@hanover-township.org

Secretary

Allison Kowieski, MA. LCPC
Wayne/Winfield Twps.
WAYS
27W031 North Avenue
West Chicago, IL 60185
(630) 231-7166
waysallisonk@gmail.com

Treasurer

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