



**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—Via Zoom  
March 25, 2021  
10:00AM-12:00PM**

**I. Call to order:** Meeting was called to order at 10:04 am.

**A. Roll Call:**

Members in attendance included, Tina Houdek/Hanover Township, Dawn Arimura/Bloomington Township, Allison Kowieski/Wayne & Winfield Townships/WAYS, Megan Traficano/Oak Park & River Forest Townships,

**B. Approval of Minutes from the January 28, 2021 Executive Meeting**

Motion was made to approve the minutes by Dawn Arimura and a second by Megan Traficano. Moved to approve minutes.

**C. Additions to the agenda**

1. What are townships doing regarding re-opening and staff vaccinations. Dawn Arimura made a motion to add to the agenda and a second by Megan Traficano. Moved to add to agenda.

**II. Officers' Reports**

**A. President**

1. No word about TOI 2021 plans
2. Thank you for volunteering to help with membership drive
3. Good feedback from last CEU event!

**B. Vice President: Susan**

1. Not present

**C. Secretary: Allison**

1. Added minutes to website

**D. Treasurer: Richard**

1. Not present

**III. Committee Reports**

**A. Membership: Tina/Susan**

1. Membership drive: After April 6<sup>th</sup> elections, start reaching out to townships that are not current members, but have previously been members

**B. CEU's: Tina**

1. May event with Aaron Weiner
2. Renewal coming up soon

President  
Tina Houdek, LCPC  
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Vice President  
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Treasurer  
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**C. Audit: Dawn**

1. Has books in her possession, but has not completed audit yet
2. Audit will be completed by next meeting

**D. Program: Susan/Tina**

1. Aaron Weiner will present at May meeting, topic TBD
  - a. Free if no CEUs needed, charge \$10 to receive 2 CEUs
  - b. Check with Richard about how to do this type of registration on website
2. Crete Township interested in possibly hosting program in the future
3. Unsure yet of format (in person/virtual) for August program

**E. Website: Richard**

1. Not present

**F. Awards: Matt**

1. Not present

**G. Perspectives: Tina**

1. So helpful to have Chelsea and Casey helping with this!

**H. TOI: Tina**

1. See officer's report

**I. Olympics: Susan**

1. Continue to brainstorm creative ways to approach it, but no decision yet as things continue to change

**IV. Old Business**

- A. None

**V. New Business**

**A. May Workshop—via zoom, promoting etc.**

1. See committee reports

**B. August Business Meeting/Workshops discussion**

1. See committee reports

**C. Membership Drive**

1. Members to reach out to assigned Townships. Can someone update the list?
2. See Secretary's report

**D. Summer Olympics**

1. **Alternative options—Updates with Warren Township**
  - a. Tina will check with Susan about this

**E. TOI Annual Conference Planning/Securing Presenter/Virtual Option**

1. Secure a speaker who is flexible for virtual or in-person
2. Susan will reach out to Barthwell

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**F. Undergraduate Scholarship marketing/deadline 5/21/21**

1. Tina has been marketing it to local high schools in U-46
2. Please be promoting to schools in your township!
3. Winner will be selected at June meeting

**G. Re-opening/Vaccine Discussion**

1. Hanover Township:
  - a. Two weeks after second vaccination, looking at doing in-person therapy, based on comfort level of clients
  - b. Air purifiers for each office
  - c. Must wear mask
  - d. Tape on floor in offices to help keep 6 feet apart
2. Oak Park Township:
  - a. Will bring staff back in to office on part-time basis and clients can come in-person based on comfort level

**VI. Township Program Highlight and Announcements**

**A. Oak Park Township**

1. Two job openings:
  - a. Full-time Youth interventionist with CADC credential
  - b. Part-time group facilitator for Girls on the Rise program

**B. Hanover Township**

1. One job opening:
  - a. Full-time Spanish-speaking family therapist

**VII. Adjournment**

- A. Moved to adjourn at 11:39 am. Motion by Dawn Arimura and second by Megan Trafficano.

**Minutes submitted by:** Allison Kowieski

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