



**ILLINOIS  
GOVERNMENT  
FINANCE OFFICERS  
ASSOCIATION**



# Conference 2003

**Learning  
Connecting  
Progressing**



**September 27–30, 2003  
Hotel Pere Marquette  
Peoria, Illinois**

**The Annual Conference  
of the Illinois Government  
Finance Officers Association**

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**THANK YOU**

# PRE-CONFERENCE

## SATURDAY, SEPTEMBER 27 PRE-CONFERENCE ACTIVITIES

### GOLF OUTING

#### COYOTE CREEK GOLF CLUB

##### Separate fee

Shotgun start at 1 pm. Golfers should register at the course by Noon. Golfers should plan to provide their own transportation. Take Interstate 474 to Bartonville; Exit #5 at Airport Road; Turn left from exit ramp onto Airport Road; Approximately one mile, turn right onto Smithville Road; Travel 2.5 miles west to Cameron Lane; Turn left (south) onto Cameron Lane and proceed 1.5 miles to Golf Course at Lancaster Road. Separate fee.

### ART FESTIVAL

#### Riverfront Festival Park 10:00 am–5:00 pm

### PRE-CONFERENCE TRAINING

#### Software Application Training

#### Illinois Central College

#### Perley Building, 115 SW Adams

##### Separate fee

MS Access 2000 Level I: 1:00–2:30 pm

MS PowerPoint 2000 Level I: 3:00–4:30 pm

### CONCERT

#### Let Freedom Ring—Bill Gaither Concert

#### Peoria Civic Center 6:00-9:00 pm

##### Separate fee

## CONFERENCE CHECK-IN

Each registered Conference attendee and walk-ins must check-in at the Conference Registration Desk. The Conference Registration Desk will be open on Saturday, September 27 from 9:00 am to 3:00 pm, Sunday, September 28 from 9:00 am to 6:00 pm, and Monday, September 29 from 7:00 am to 5:00 pm in the Hotel Pere Marquette Conference lobby. All payments must be received prior to the Conference. No admittance to Conference without pre-payment. Nametags and tickets will be provided at check-in.

## **SUNDAY, SEPTEMBER 28 PRE-CONFERENCE ACTIVITIES**

### **ART FESTIVAL**

**Riverfront Festival Park 10:00 am–5:00 pm**

### **WILDLIFE PARK ACTIVITIES**

**Brunch at Wildlife Park 10:30 am–noon**

**Nature Hike & Park Visit 12:00–4:00 pm**

**Wildlife Prairie Park**

**Separate fee**

### **PRE-CONFERENCE TRAINING**

**Software Application Training**

**Illinois Central College, Perley Building,**

**115 SW Adams**

**Separate fee**

MS Access 2000 Level I: 1:00–2:30 pm

MS PowerPoint 2000 Level II: 3:00–4:30 pm

### **WELCOME RECEPTION & VENDOR SHOWCASE**

**Sunday, September 28 2:00–6:00 pm**

**Marquette Room**

Food and beverages will be plentiful! During the Reception attendees are encouraged to visit the vendor showcase featuring firms offering government finance related products and services. The IGFOA Technology and Communications Committee will be demonstrating the new IGFOA Web site and On-line directory. The Membership Committee will be organizing informal groups for dinner.

### **HOSPITALITY SUITE**

**Pere Marquette Presidential Suite**

**9:00 pm–midnight**

**NAMETAGS ARE REQUIRED FOR ADMITTANCE TO ALL  
CONFERENCE SESSIONS, MEALS, AND ACTIVITIES.**

# PRE-CONFERENCE

CONFERENCE JEOPARDY:

We wouldn't be in such Dire Straits if we all had some of this. What is it?

## CONFERENCE SCHEDULE AT A GLANCE

DAY & TIME	BUDGET TRACK	THAT'S WHAT I WANT TRACK
MONDAY 8:45 to 10 am	OPENING SESSION KEYNOTE	
MONDAY 10:20 to 11:40 am	Incorporating Goals & Objectives into the Budget... and Using Them	Payroll Issues & the IRS
MONDAY 1:10 to 2:30 pm	The Benefits of Multi-Year Budgeting	Capital Planning in a Time of Uncertainty
MONDAY 2:50 to 4:10 pm	How to Present & Communicate a Budget	Illinois Government Finance Jeopardy! The Real Game for 2003
TUESDAY 9:00 to 10:20 am	How to Manage a Budget in Tough Times	Pooling Cash & Investments

Unless otherwise noted, all sessions will be held at the Pere Marquette

### REGISTRATION INCLUDES

Conference Registration includes admittance to any of the Conference sessions Sunday, September 28 through Tuesday, September 30, 2003, the IGFOA Annual Business Meeting, and the Vendor Showcase. Registration also includes the following meals and social events:

Sunday, September 28: Welcome Reception and Hospitality Suite; Monday, September 29: Breakfast, Recognition Lunch, Evening Reception and Dinner; Tuesday, September 30: Continental Breakfast and Brunch.

Separate registration and payment is required for:

- Pre-conference seminar, Saturday, September 27 and/or Sunday, September 28
- Conference Golf Outing at Coyote Creek Golf Club, Saturday, September 27
- Bill Gaither *Let Freedom Ring* Concert, Saturday evening, September 27, 2003
- Wildlife Prairie State Park Brunch and Tour, Sunday, September 28

**NAMETAGS ARE REQUIRED FOR ADMITTANCE TO ALL CONFERENCE SESSIONS, MEALS, AND ACTIVITIES.**

## **MONDAY, SEPTEMBER 29**

### **Breakfast Buffet**

**7:00–8:30 am**

**Marquette Room**

### **Breakfast and Women's Network Program**

**7:00–8:30 am**

**LaSalle Room**

Climbing the Ladder in Government Finance: Profile of a Finance Director. Speakers will discuss what management looks for in a Finance Director and steps taken to advance careers.

*Moderator:*

*Julie O'Brien*

*Speakers:*

*Gregory Kuhn, PhD, Managing Vice President, The PAR Group*  
*Christy Powell, Finance Director, Village of Riverside*

### **Vendor Showcase**

**8:00 am -3:00 pm**

### **Opening Session/Keynote: Wake Up Call**

**8:45–10:00 am**

**Cotillion Room**

Join us for a rousing discussion about the connected impact of the economy, ethics, and accounting practices. How do professional ethics guide us in making decisions about financial management and accounting practices? Have the audit requirements promulgated in response to private sector accounting scandals really affected public sector audits? Can sound accounting practices, ethical management environment, and a robust economy co-exist?

*Moderator:*

*Madeleine Doubek, Deputy Managing Editor,*  
*Daily Herald newspaper*

*Discussion Group:*

*George Valentine, retired Finance Director for Village of Deerfield*  
*Harriet McCullough, Ethics Consultant*  
*Martha Haines, Securities Exchange Commission*

### **Morning Break**

**10:00–10:20 am**

**Marquette Room**

## **MONDAY CONCURRENT SESSIONS 10:30 am–1:50 am**

### **Incorporating Goals & Objectives into the Budget... and Using Them**

**10:30 am–11:50 am**

#### **Cheminee Room**

Gain insights about how to develop, implement, and evaluate goals and objectives for inclusion and presentation in the budget process. In addition, speakers will discuss differentiating between short and long-term goals and objectives, and prioritizing and funding. Finally superior examples of the incorporation of goals and objectives into the budget that meet the GFOA's Distinguished Budget Presentation Award and illustrate the advantages of linking goals and objectives to the organization's overall mission and strategic plan will be presented.

#### *Moderators:*

*Bill Hannah, Budget/Finance Analyst, City of Wheaton*

*David Erb, Finance Director, Village of Mount Prospect*

#### *Speakers:*

*Mark Vanderpool, Assistant Village Manager, Village of Skokie*

*John Farris, Budget Officer, Metropolitan Water Reclamation District*

*John Fishbein, Senior Manager Technical Services Center, GFOA*

### **Payroll Issues & the IRS**

**10:30 am–11:50 am**

#### **LaSalle Room**

Be sure you are current on payroll record keeping and filing requirements for the Internal Revenue Service. Specific discussion will center on W-2s, 1099's and the taxability of fringe benefits. Attendees are encouraged to bring their questions about IRS regulatory requirements!

#### *Moderators:*

*Michael Senko, Manager, Wolf and Company, LLP*

*Doug Cooper, Assistant Finance Director, Village of Hinsdale*

#### *Speaker:*

*Ted A. Knapp, FSLG Tax Specialist, Internal Revenue Service*

### **IGFOA Recognition Luncheon**

**11:50 am–1:00 pm**

#### **Cotillion Room**



## MONDAY CONCURRENT SESSIONS 1:10–2:30 pm

### **The Benefits of Multi-Year Budgeting**

**1:10–2:30 pm**

#### **Cheminee Room**

Explore the benefits and challenges of multi-year capital and operating budgets. Panelists will share their experiences and explain their tools for success, challenges faced, and benefits realized.

*Moderators:*

*Rita Trainor, Director of Finance and Human Resources, Elmhurst Park District*

*Bob Taylor, Superintendent of Finance & Administration, Waukegan Park District*

*Speakers:*

*Dan Barreiro, Assistant Finance Director, City of Aurora*

*David Erb, Finance Director, Village of Mount Prospect*

*Brian Barnes, Finance Director, City of Bloomington*

*Ron Hill, Finance Director, Town of Normal*

### **Capital Planning in a Time of Uncertainty**

**1:10–2:30 pm**

#### **LaSalle Room**

Delve into the fiscal and management capacity of local governments to lessen the severe reduction in capital spending resulting from the current recession.

*Moderators:*

*Susan Griffin, Finance Director, Village of Lake Bluff*

*Bill Scott, Finance Director, City of Rock Island*

*Speaker:*

*Michael A. Pagano, PhD, Director of Public Administration, UIC*

### **Afternoon Break**

**2:30–2:50 pm**

#### **Marquette Room**

CONFERENCE JEOPARDY:

We want it green, but Van Morrison sang about this. What is it?

## **MONDAY CONCURRENT SESSIONS 2:50–4:10 pm**

### **How to Present & Communicate a Budget**

**2:50–4:10 pm**

#### **Cheminee Room**

Examine different ways to present the budget. Explore how the budget can be used to communicate goals, objectives, accomplishments, and plans to internal and external audiences.

*Moderators:*

*Sue Stanish, Finance Director, Village of Willowbrook*

*Speakers:*

*Bill Stafford, Finance Director, City of Evanston*

*Gene Munin, Deputy Budget Director, City of Chicago*

### **Illinois Government Finance Jeopardy!**

**2:50–4:10 pm**

#### **LaSalle Room**

Join in a game-show and test your knowledge of local government finance!

*Moderators:*

*Beverly Sterrett, Finance Director, Village of Sauk Village*

*Mary Johnson, Assistant Finance Director, Village of Streamwood*

*Speakers:*

*Linda S. Abernethy, Director, McGladrey & Pullen, LLP*

*David A. Richardson, Finance Director, Village of Streamwood*

*Mary L. Tomanek, Senior Vice President, Smith Barney  
Dallas Whitford, Division Manager Tax Administration,  
City of Springfield*

### **Get to Know IGFOA's Committees and Chapters**

**4:15–5:00 pm**

#### **Various rooms—see posted schedule**

Stop by some of the committee or chapter board meetings to learn about projects, plans and volunteer opportunities.

### **Reception, Dinner & Interactive Games**

**6:00–11 pm**

#### **The Maxam, 316 SW Washington**

Limited bus service provided from the Pere Marquette to the Maxam, beginning at 5:30 pm. Reception 6–6:45 pm; Dinner 6:45–8 pm; Interactive Games 8–11 pm. Return bus service until 11 pm.

## TUESDAY, SEPTEMBER 30

### **Continental Breakfast**

**7:30–9:00 am**

**Cotillion Room**

### **Past Presidents' Breakfast Meeting**

**7:30–9:00 am**

## **TUESDAY CONCURRENT SESSIONS 9:00–10:20 am**

### **How to Manage a Budget in Tough Times**

**9:00–10:20 am**

**LaSalle Room**

How is the annual budget prepared and monitored in a time of revenue declines? Panelists representing large and smaller local governments will share their experiences in these times of shrinking revenues.

*Moderators:*

*Harry Sakai, Finance Director, Village of Hanover Park*

*Speakers:*

*Len Flood, Director of Finance, Village of Lombard*

*Ellie Hogan, Retired Finance Director, City of Peoria*

*Chris Minick, Director of Finance, Village of Plainfield*

*Sean Stegall, City of Elgin*

*Rita Trainor, Director of Finance and Human Resources,  
Elmhurst Park District*

*Kevin Wachtel, Assistant Administrator, Village of Palos Park*

### **Pooling Cash & Investments**

**9:00–10:20 am**

**Cheminee Room**

Investigate pooling investments and cash. Specific topics include the advantages of pooling investments, an auditor's perspective on pooling, and a local government's approach to pooling.

*Moderators: Peg Hartnett, Assistant Finance Director, Village of Villa Park*

*Speakers: Fred Lantz, Partner & Director of Government Services, Sikich Group, LLC*

*Todd Dowden, Assistant Finance Director, Village of Bartlett*

### **Brunch and Annual Business Meeting**

**10:30 am–noon**

**Cotillion Room**

**Conference concludes at Noon**

## **HOTEL PERE MARQUETTE**

**501 Main Street**

**Peoria, IL 61602**

**Phone 309-637-6500**

### **BE SURE TO VISIT AND THANK OUR VENDOR SHOWCASE EXHIBITORS**

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