



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
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TO: All City and Town Clerk-Treasurers, City Clerks and City Controllers
DATE: September 30, 2020
SUBJECT: Accounting and Budgeting Workshop

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Pursuant to the provisions of Indiana Code 5-11-4, this year's Indiana League of Municipal Clerks and Treasurers (ILMCT) Fall District Meeting will qualify as State-called meeting days.

Due to the public health emergency, the event this year will be conducted virtually over the course of two days; **October 28, 2020** and **October 29, 2020**. Arrangements have been made with Accelerate Indiana Municipalities (AIM) to handle registration for the meetings. Please contact Lesley Mosier with AIM at 317 237-6200, Ext. 223 or through their website at www.aimindiana.org/ilmct for registration information.

The virtual meetings on both days will start promptly at 9:00 a.m. EDT and will adjourn at 12:30 p.m.


The training offered is a joint effort of the Indiana State Board of Accounts with the ILMCT. Representatives from the Indiana State Board of Accounts, Indiana Department of Revenue, and Indiana Department of Local Government Finance will be speaking at the workshop and discussions will include monthly and annual uploads, year-end duties, utilities, other postemployment benefits (OPEB), INTax, and Gate way.

As provided in Indiana Code 5-11-14-1, "the elected official, at the direction of the State Examiner, may require the attendance of:

1. each of the elected official's appointed and acting chief deputies or chief assistants: and
2. if the number of deputies or assistants employed:
 - A. does not exceed three (3), one (1) of the elected official's appointed and acting deputies or assistants; or
 - B. exceeds three (3), two (2) of the elected official's duly appointed acting deputies and assistants."

You are cordially requested to attend the school which has been called in an effort to assist you in properly discharging the duties and responsibilities of your office. It is agreeable for other persons (those not mentioned in the statute) from your office or other city or town officials to attend the school.

Sincerely,


Paul D. Joyce, CPA
State Examiner

TEC/SWG