



TOIRMA Update

By Jim Donelan

TOIRMA Executive Director

Annual Renewal Packets

JANUARY MARKS THE BEGINNING of a new year. Along with the turning of the calendar comes the perpetual New Year's resolutions. The practice of making resolutions dates back to the ancient Babylonians. According to *Merriam-Webster's Dictionary* a New Year's Resolution is "a promise to do something ... in the new year." Some of us will work on exercising, improving our diets, volunteering more, or other improvements to our lives or communities. TOIRMA would like you to add an item to your list of New Year's resolutions.

On January 15, 2020, TOIRMA's Annual Renewal Packets will be mailed to each member's designated TOIRMA Contact. As a part of your list of resolutions, please include reviewing the packet and returning it to our office by March 1, 2020. We encourage at least the township Supervisor and Highway Commissioner to review the packet, complete the appropriate sections, make any necessary changes, and return it to our office promptly (by March 1).

Included in the packet is a letter outlining the contents and the actions needed to be completed by each township. We asked that each member:

- (1) complete the general liability questionnaire;
- (2) review the values listed for vehicles, inland

marine equipment, and buildings/contents (instructions for each coverage line);

- (3) review the estimated payroll;
- (4) make a copy of the packet for your file; and
- (5) return the packet to TOIRMA.

Coverages are dependent on the accuracy of this information. Your review and response to TOIRMA is vital as it ensures that we have up-to-date information and adequate coverage.

For example, maybe your township purchased or sold equipment during the past few months and did not notify TOIRMA. Your review and notification to TOIRMA of such changes enables us to adjust your coverages accordingly.

If you have questions regarding the packet or its contents, feel free to call Danielle Smith (217) 444-1204 or Beth Eylich (217) 444-1139 for assistance.

Thank you for your attention to these matters.

As always, if you have any additional questions, please feel free to contact me toll-free at (888) 562-7861 or by email at jdonelan@toirma.org.

Think Safe ... Drive Safe ... Work Safe

Your assistance is needed ...

To make sure that you, or the officials in your township, receive their issue of *Township Perspective*, please make sure that TOI is notified when there is a change of official or address. We are receiving several address changes from the postal service and sometimes is after we have already sent out another mailing.

Please call the TOI Office toll free at 1.866.897.4688 and ask for Pam or Kayla, or email your change to pam@toi.org or kayla@toi.org.

Your assistance is much appreciated!

