

STANDARDS FOR THE TOWNSHIP SUPERVISOR

(Continued from page 1)

records and to render an accounting from time to time.

(b) He is a member of the township board of auditors. This board is composed of the supervisor, clerk and assessors of all elections except school elections, pays the assessor and expenses and provides for poor relief. It may, at the March meeting, appoint an overseer of the poor, and it provides for the salary of such an appointee.

"There is no auditing in townships. Such auditing and accounting functions are vested in this board of which the supervisor acts as treasurer. There is no check-up upon the financial operations of these officers by a higher authority. The audit they make of their own accounts and the published reports in newspapers as checks upon their operations are valueless." Quoted from the report to the Illinois Legislature of Griffenhagen and Associates, specialists in public administration and finance, for the Illinois Commission on Taxation and Expenditures, on the existing standards in local government in Illinois.

(c) He is a member of the board of health; composed of the supervisor, clerk and assessor.

(d) He is a member of the board of appointments. This board is composed of the supervisor, clerk and justices and fills certain vacancies in town office.

(e) Supervisor, assessor and commissioner of highways are the fence viewer.

(f) The supervisor, assessor and collector (where there is a collector) are ex-officio judges of all elections in their town.

2. IN THE COUNTY BOARD

In addition to his executive position in the township the supervisor is a member of the County Board. As such he may serve on various committees which transact the business of such board. The county board has the following duties:

Duties Relative to Business and Finance:

The county is a body politic and corporate and may sue or be sued. The powers of the county as such body corporate are exercised by the County Board. These powers are to purchase and hold real estate and personal estate necessary for the uses of the county and to sell real estate owned by the county. To make all necessary contracts in relation to the property and concerns of the county. To manage the county business and county funds, except as otherwise provided. To examine and settle all accounts against the county and concerning the receipts and expenditures of the county.

Duties Relative to Social Service:

The county board may erect and maintain a tuberculosis sanitarium, a county hospital, work house, insane asylum and jail. The county may take all necessary measures and institute proceedings to enforce all laws for the prevention of cruelty to animals.

General Duties:

It may erect and keep in repair a courthouse, with rooms for county courts, board, records, etc. It may maintain buildings for agricultural experiments; may purchase and hold real estate for preservation of historical spots.

It levies and collects taxes for county purposes. It prescribes the rules governing the location and course of streets and highways. There are numerous other provisions of law with respect to the powers and duties of the county board.

Supervisors when acting for the county perform both policy-forming and administration functions, a thing we should remember when electing a supervisor. The executive functions of the county board are performed by committees. Among the 33 committees in our county are included those on finance, executive, purchases, auditing, hospital, etc. Committees are generally given authority by the board to act for it and therefore a committee of three (3) may have entire control over purchases, or hospitals, or licensing roadhouses. A supervisor usually serves on two or more committees. Our present supervisor now serves on three committees including the hospital and roads and bridges.

Since the supervisor, although elected in the township, has not only administrative duties to perform in the township but policy-forming as well as administrative duties on the county board, we suggest as the first standard in the list for supervisor:

1. The supervisor shall be a person with executive experience, a civic interest and a knowledge of social needs.

Heretofore the township supervisor or in our township has also acted as overseer of the poor. The board of auditors may engage someone else to do this work. It is not necessary for the supervisor to do it. Since that is the case, and since the qualifications for overseer of the poor are so very different from those needed for the office of supervisor, WE SUGGEST THAT

2. The supervisor appoint (with the consent of the board of auditors) a trained social worker as overseer of the poor.

How much real case work is being done in our township? If little, then according to the aforementioned Griffenhagen report "the results are to be counted in terms of misplaced relief, of disproportionate tax burden, for the actual and proper relief afforded, and in the sufferings of worthy poor that go unredeemed while others less deserving receive more than their cases call for."

We must cease acting according to an untrained conception of need and without adequate investigation, and must provide a person whose entire job it shall be to make a social survey of the township, to adequately investigate each case and endeavor to provide other service towards rehabilitation of the family. This latter the trained social worker would consider a first essential, and would know how to provide. We must have standards for guidance, and know definite principles to be applied. We must have proper case investigations and analyses to determine which individuals should be helped and the kind and extent of relief that should be given, to discover whether there are relatives that should provide for or contribute to the support of cases, or to determine the causes of dependency and endeavor to effect permanent adjustment by means other than, or in addition to, the material relief.

3. The supervisor as township treasurer should understand the keeping of books and realize the necessity for keeping adequate records.

The statute says the supervisor shall keep a just and true account of the receipts and expenditures of all moneys which shall come into his hands by virtue of his office; in a book to be provided for that purpose and that said book shall be turned over to his successor. It also provides that he shall submit an account to the board of auditors. Then he sits on that board and audits the accounts, as well as those of the overseer of the poor, and others. The term audit may mean anything from a cursory examination of books of account and supporting vouchers to a complete check on all transactions, verification of all assets and liabilities and an appraisal of the accounting procedure in effect.

We must have some assurance that the supervisor has some knowledge of accounting and bookkeeping so that the audit will not merely be a gesture to comply with the letter of the law and not the spirit of the law. (In some townships the books of the supervisor are audited in thirty minutes — work that could not be done by a public accountant in less than three days.)

4. The supervisor should suggest as a member of the township board a procedure for that board which would insure proper auditing of town accounts.

5. The supervisor, at the annual town meeting, should propose legal counsel, to be approved by the meeting.

6. The supervisor, as a member of the county board, should present a plan for administration of that board in detail so that after that plan had been adopted the board could concern itself with policies and leave administrative features to the personnel of the various departments.

Since township government is actually in the hands of the officers and not of the citizens we must see that the proper sort of persons are elected to township office and we must expect from candidates, not only honesty and integrity, but some knowledge which will be helpful in filling the manifold duties of the office and which will help him solve the problems confronting governmental agencies today in an efficient manner.

Luncheon Meeting of T. B. Association

The annual luncheon meeting of the Lake County Tuberculosis Association will be held in Waukegan on Wednesday, Jan. 30, at 12:15.

Dr. W. H. Watterson, in charge of the Tuberculosis ward at the Edw. Hines, Jr. Hospital, will be the guest speaker at this meeting. Dr. Watterson formerly practiced in Waukegan and North Chicago and was instrumental in organizing the tuberculosis work in Lake County.

The public is cordially invited to attend this meeting. Reservations should be made at the association office in the court house or by calling Majestic 1805.

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Ar. Adams	6:52 pm	Lv. Adams	7:02 pm
Ar. Eau Claire	8:54 pm	Ar. Milwaukee	9:05 pm
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Large Gains Seen In Work of Anti-Blindness Society

Not one case of infant blindness from birth infections during the past year, is the record achieved by the Illinois Society for the Prevention of Blindness, according to an announcement made last week by the society.

Other outstanding gains in their fight against blindness, include four

Trachoma clinics opened which serve fourteen of the southern counties of the state, six new sight-saving classes opened in Illinois, all 54 sight-saving teachers trained, and five children, formerly educated as blind, had their vision restored by operation and were returned to the public schools in their home towns.

Highland Park people co-operating in the work are: Mrs. Everett Millard, Mrs. George Allen Mason,

Mrs. Robert E. Wood, Mrs. Raymond S. Simons, Mrs. W. C. Evans, Mrs. James P. Fitzgerald, Mrs. Carlton A. Harkness, Mrs. Kellogg Speed, Mrs. Herbert P. Beers, Mrs. G. E. Bliss, Mrs. Robert Pease, Mrs. Francis Baidler, and Mrs. Robert Mandeville.

The headquarters of the Illinois Society for Prevention of Blindness are at 203 North Wabash Avenue, Chicago.

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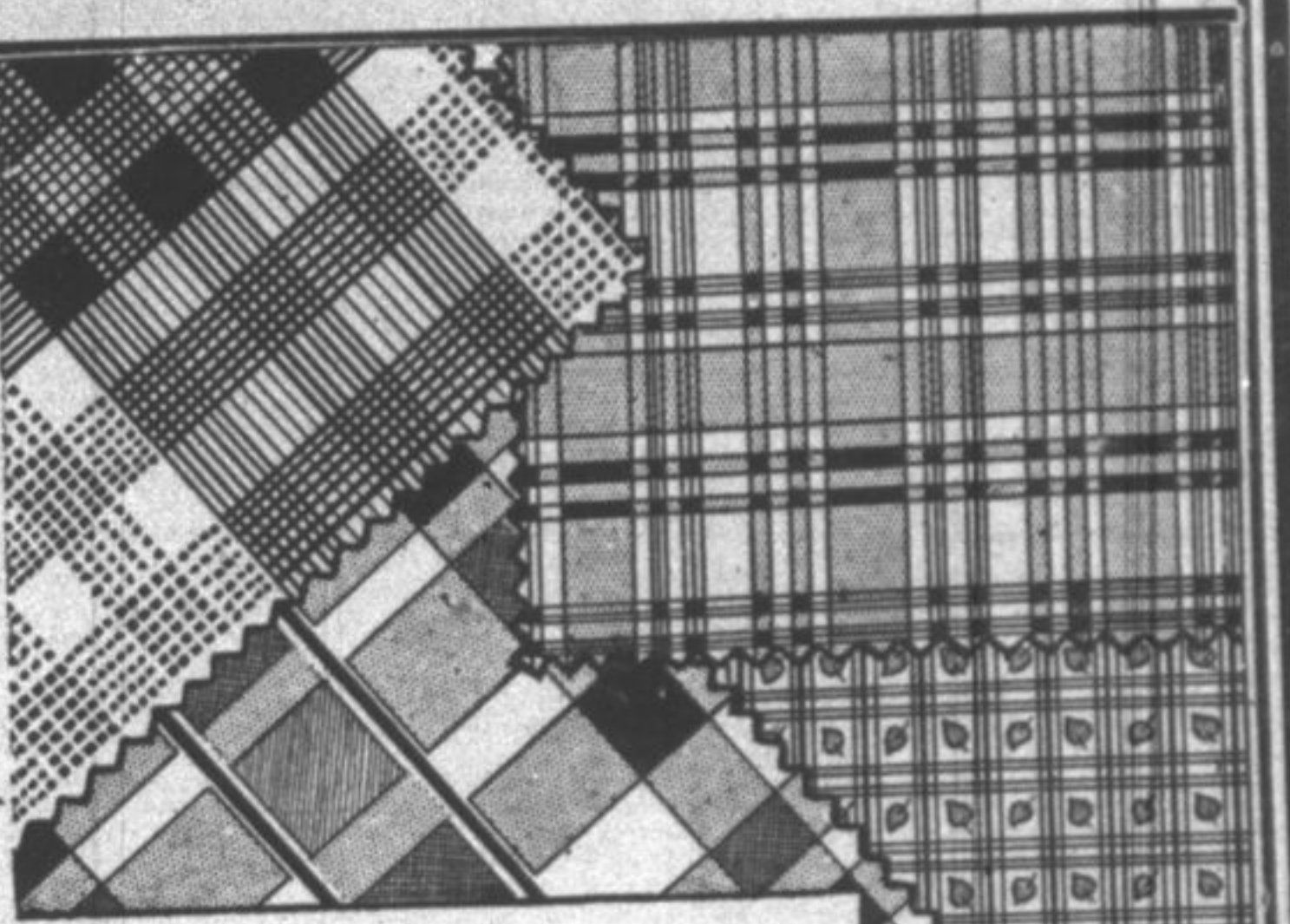
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