



RCAEOP GENERAL MEETING

DATE: Thursday, March 7, 2019
TIME: 5:07 pm
LOCATION: R2i2, Board Room

Call to Order by: President Georgette Council, CEOE

Welcome: President Georgette Council, CEOE, welcomed back Eva Wilson, CEOE.

Members in Attendance: 38

The Pledge of Allegiance led by: President Georgette Council, CEOE

Approval of February 7, 2019 Minutes: President Georgette Council, CEOE, presented the minutes. Minutes approved as presented.

Professional Perspective: 2018 Office Professional of the Year, Rachel Phelps, CEOE, shared a YouTube video “Be the Change You Want To See” by Fearless Soul.

Committee Reports:

Treasurer Report – Patti Christensen, CEOE – no formal report.

Administrator of the Year – President Georgette Council, CEOE, reported RCAEOP has completed the application for the NAEOP Administrator of the Year nominating Mr. Price.

Community Service – Tamara Baldwin, CEOE, our efforts are becoming a habit, our efforts are becoming well known, and our efforts are becoming more appreciated in the community. The ongoing service opportunities include Epworth Children’s Home, Senior Resources (Meals on Wheels), Transitions Homeless Center and a new opportunity is God Cares Charities Thrift Store. Ms. Baldwin received a phone call today from Epworth Children’s Home adding an item to their wish list. They are in need of women’s socks, any color.

Fundraising/Ways & Means – President Georgette Council, CEOE, reported the Spring Belk Charity Fundraiser is Saturday, May 5th. If anyone would like to attend the informational breakfast for this event March 22nd, please contact Hope Eddy, CEOE.

Membership/Recruitment - President Georgette Council, CEOE, welcomed and announced the following new RCAEOP members: Regina Harper (RSD1), Sharon Singleton (RSD2), Sheron Post (RSD1), Monique Allen (RSD1), Stacey Nesmith (RSD1), Jennifer Dyarmett (RSD2), Becky Fields (RSD2), Vonda M. Wilson (RSD1), Shironda Williams-Davis (RSD1), Tenisha Thompson (RSD1).

Newsletter/Public Relations – Tavares Joseph requested to please continue sending information and pictures. The newsletter will be submitted for the NAEOP Rachel Maynard Award for Excellence in Communication.

Office Professional of the Year – President Georgette Council, CEOE, reported RCAEOP has completed the application for the NAEOP Office Professional of the Year nominating Nona Montoya, CEOE.

Social Media/Marketing – Tamika Sherman reported there is someone monitoring the platforms we are using.

Student Scholarships – Rachel Phelps, CEOE, reported the committee is continuing the gift card drive for the scholarship winners. Request a minimum \$10 per card. The money collected will be used to purchase three Visa cards. Please keep spreading the word about the three scholarships.

Annual Gala – President Georgette Council, CEOE, announced the 3rd Annual Gala is May 2nd, time is 6:30 pm. The link is live on our website to purchase tickets. Ticket are \$20. Dress is Semi Formal. The Ad form for the program is also posted on the website. Please come out to celebrate our Award Winners, Scholarship recipients, and Committee Chairs. Meal is included.

Professional Development Day - President Georgette Council, CEOE, reported RCAEOP's Professional Development Day is Saturday, April 6, 2019. It will be an "Eye Opening Experience." About 40 people are registered. We have people from Sumter, Rock Hill, Orangeburg, York. There will be vision board activities. Breakfast and lunch included. Registration link on RCAEOP's website. You can earn 6.0 hours of PSP credit.

Upcoming Events/Announcements:

RCAEOP Professional Development Day – Saturday, April 6, 2019, at Richland Two Conference Center.

Midlands Technical College Administrative Professionals Conference – April 24, 2019

RCAEOP Annual Gala – Thursday, May 2, 2019 - Location: The Gala by JW (Clemson Road).

NAEOP Annual Conference – July 15 – 20, 2019, in Boise, Idaho.

President Council thanked Paula Rosenberger, CEOE, and MaryBeth Gawrys, CEOE, for their exemplary work on the recent SCAEOP Conference.

We will now adjourn and introduce Dr. Jeffery Long, Chief Human Resource Officer of Richland School District One who will speak to us on how to deal with difficult customers, "The Heat is On"

Meeting Adjourned at 5:32 p.m.

Respectfully Submitted,
Dee Dee Milakovich, CEOE, Secretary
March 7, 2019