



RCAEOP GENERAL MEETING

DATE: Thursday, June 13, 2019
TIME: 5:10pm
LOCATION: R2i2, Board Room

Call to Order by: President Georgette Council, CEOE

Welcome: President Georgette Council, CEOE

Members in Attendance: 32

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

Approval of Minutes: minutes were accepted and approved as presented.

Professional Perspective: Office Professional of the Year, Rachel Phelps, CEOE gave a professional perspective entitled "Life Learned Lesson".

Committee Reports:

Community Service – Tamara Baldwin, CEOE was not able to be at the meeting. President Council thanked all the members for the donations made. She will follow up with Tamara to inquire about the delivery of the items.

Membership/Recruitment – Shavan Fulton, CEOE welcomed all of the new members to the meeting (4 new members in attendance).

Treasurer – Patti Christensen, CEOE stated that overall RCAEOP is doing well financially. A report was distributed to members to view. No questions at this time.

Scholarship – Bridget Bookert, CEOE tilted hats off to her committee for all their hard work. Special thanks to those individuals that contributed additional monies to ensure all scholarship baskets were equal in monetary value. Bridget reported that the recipients and their families were very pleased with the baskets and gift cards.

Fundraising – Hope Eddy, CEOE reported that RCAEOP was able to have individuals at all three Belk's during the Spring Charity sale. As of June 13, 2019, we collected \$790 (with more funds coming in). Members still needing to turn in monies for tickets were asked to see Hope after the meeting, and if you had tickets that you did not sell, members were asked to discard them.

Nomination/Elections– President Council reported that we did have a successful slate and Hope Eddy, CEOE was elected VP and Paula Rosenberger, CEOE was elected President Elect.

Discussion:

RCAEOP Gala – President Council reported that this year's Gala was successful because we did what we set out to do, and that was to recognize our scholarship winners, Office Professional of the Year & Administrator of the Year. However, financially we did not do as well as we did last year. For example, last year we sold \$2000 in ads, this year only \$170. She asked that in the future we work to promote OUR Gala. The date is already set, so please add to your calendar and make every effort to attend. We use the Gala as a way to showcase our amazing association.

Olive T. Richie Office Professional of the Year – Discussion was made on purchasing a gift for Nona Montoya, CEOE. Nona will represent, RCAEOP and SCAEOP as this year's national office professional of the year. It was voted that we would give Nona a gift card.

NAEOP Incoming President's gift – This year incoming President Jill Averyhart, CEOE has requested that instead of giving her gifts donations be made to NAEOP's Professional Development Program or Friends of the Foundation. Discussion was made in reference to how much RCAEOP would

contribute. After much discussion, it was voted that RCAEOP would donate \$500 to the Professional Program.

Upcoming Events/Announcements:

NAEOP Conference – July 15-20, 2019, Boise, Idaho. South Carolina currently has 54 members registered to attend.

Meeting Adjourned: 5:52 p.m.

Installation: Installation Ceremony facilitated by Jill Averyhart, CEOE

Respectfully Submitted,
Melody Wise Butler, CEOE, President Elect
June 13, 2019