

RCAEOP GENERAL MEETING



DATE: January 7, 2021

TIME: 5:01 pm

LOCATION: Google Meet

Call to Order by: President Paula Rosenberger, CEOE

Members in Attendance: 26

The Pledge of Allegiance led by: Rachel Phelps

Personal Perspective by: Eronda Jackson, CEOE

G.R.A.C.E. in the Workplace: “E” be emphatic. Empathy is being able to share the feelings of others. Be a good listener, not so much a speaker. Listen to what the person is saying before speaking. Acknowledge what the person is feeling. State the facts and don’t make promises you can’t keep. Don’t belittle the situation. Share your experience. Be clear when sharing your experience. Keep the main thing the main thing. Make sure your stance is clear and what you are communicating. Continue to be that GRACE in the workplace that everyone needs.

Approval of December 3, 2020 Minutes: Motion made by Jill Averyhart, CEOE and Seconded by Eronda Jackson, CEOE Motion passed

Treasurer Report: presented by Georgina Hance

Community Service Committee: Gloria Deramus – Report submitted.

Membership and Recruitment Committee: Jessica Thompson - Report submitted. Please read the goals and accomplishments. Represent and present yourself accordingly; we are the faces that represent RCAEOP. Smile on purpose.

Nominations and Elections Committee: Jennifer Dyarmett, CEOE - Report submitted. Continuing with officers highlights.

Professional Growth / PSP: Marybeth Gawrys, CEOE - Report submitted. 24 members will participate in Snack and Chat starting January 21st at 4:30pm. Saturday, April 17, 2021 will be our Professional Development Day. If you are interested or know someone who would like to present please contact MaryBeth. Congratulations Georgette Council, Paula Rosenberger, and Tammy Cox for recertifying your CEOE. Congratulations to Jessica Thompson, her paperwork will be sent in to national for certification.

Refreshment Committee: Jennifer Polson – Virtual meetings

Scholarship Committee: Lorrie Holt – Report submitted. Applications have been sent out to the districts. Deadline is March 4, 2021. Committee will be reaching out for judges. Open for thoughts on tokens for the scholarship recipients.

Website: Jennifer Hedrick, CEOE – Website updated with professional growths and upcoming events.

Other Business / Reminders: President Paula Rosenberger, CEOE, shared that RCAEOP will be submitting MaryBeth Gawrys' name to NAEOP for the Oliver T. Richie Office Professional of the Year award.

New Business: President Rosenberger, CEOE, requested that RCAEOP make a donation to the NAEOP professional development fund. Typically, gifts are given to the new president and President Guest has requested that donations be made to the professional development committee. Hope Eddy made a motion that RCAEOP make a \$250 donation to NAEOP professional development, Seconded by Jennifer Hedrick, CEOE. Hope Eddy announced she will be leaving Richland 2 effective January 15 and that she will continue to work with RCAEOP.

Next meeting February 11, 2021 via Google Meet at 5:00 pm.

Meeting Adjourned: 5:30pm

Respectfully Submitted,

Kimberly Coward, CEOE, Secretary

January 27, 2021