

# RCAEOP GENERAL MEETING



**DATE:** Thursday, September 8, 2016

**TIME:** 4:36 PM

**LOCATION:** Richland School District Two  
Conference Center

Call to order by Nona Montoya at 4:36 pm. 28 Members in Attendance

Pledge of Allegiance led by Laurie Cannon

The Inspiration " Work, Life Balance" was led by Eronda Jackson.

Approval of the August 4th minutes: Motion by Patti Christensen, seconded by Jennifer Hedrick

Introduction of all Committee Chairmen. There are two vacancies that need to be filled: Administrator of the Year and the Newsletter/Public Relations Committee.

Administrator of the Year Application deadline is November 1, 2016.

The Budget Committee members: Tina Gregory, Marsha Lomas, Vickie McIntyre, Shelia Washington, Tammy Cox, Sheila Pope, and Angela Thibou will gather information and talk with the chairman in January, make the budget in February, and present next year's budget to RCAEOP in March.

No news to report on the Bylaws Committee.

Community Service Committee Members: Alice Leeper, Susan Lourie, Darlene Montgomery, Rachel Phelps, Louise Snipes, Ida Tyler, and Deborah Wilds. Cheryl Dawn Garner mentioned that she wanted to join as well. Joann Sinkler asked everyone to donate one book to help with the SCAEOP Community Service Project. The books are for the Early Childhood Head Start Program ages 3-5yrs old. Gift cards to book stores will also be accepted.

Fundraising/Ways & Means Committee Members: Angela Thibou, Vickie McIntyre, Annette Cline, April Turner, Sandra Baker, and Susan Lourie. Belk Fundraiser is coming up November 5th. Larissa Thurman was present to hand out tickets to sell for \$5.00 each. All proceeds go directly to the charities participating.

Membership/Recruitment Committee Members: They believe you need to get plugged in in order to grow. We should all be members of this committee according to Gloria Deramus. Dee Dee Milakovich is the newest member recruited by Jennifer Hedrick. Shaun Gardner comes to us from District 1 and says that there should be at least two more members from District 1 to join next week.

Nominations & Elections Committee Members: Nicole Holly, Delores Williams, Veronica Watkins, Bettye House, Annette Cline, Mary Jones, Jacinda McDuffie, Tonia Jenerette, and Angela Thibou.

Office Professional of the Year Committee reported that the application is now loaded on the website RCAEOP.com.

Professional Growth Committee chairman, Vickie McIntyre is "SEEKING MEMBERS". Vickie gave her email, work, and home number, and encouraged everyone to be a part of the committee.

Refreshment Committee Members: Evelyn Ratterree, Laurie Cannon, Mary Beth Gawrys, Larissa Thurman, and Michelle Canino.

Scholarship Committee Members: Angie Simpson, Alice Leeper, Robyn Dawson, and Cheryl Dawn Garner.

Website Committee Members: newest members Dee Dee Milakovich and Cheryl Dawn Garner. Over half of the attendees have looked at the new website RCAEOP.com. Jennifer Hedrick asks for ideas that you would like to see on the website.

Upcoming Events: Richland Two Professional Development Day is Friday, October 14 featuring Sam Glenn, "The Attitude Guy". Kelly Mill Middle School is a possible location.

Deadline for Office Professional of the Year is Oct. 15th.

Deadline for Administrator of the Year is Nov.1st

Due to the Nothing But Net Basketball game between Richland One and Richland Two, next month's RCAEOP meeting will be the second Thursday of the month, October 13th at the Richland Two Conference Center Room "B".

Meeting was adjourned at 4:59pm.

Vickie McIntyre then had the Professional Development Pause of the day..GOING FOR THE GOLD-ACHIEVING YOUR GOALS. It focused on setting a goal and sticking to it. She showed a video of Michael Phelps on America's Got Talent being interviewed about winning 23 gold medals at the Olympics. When asked how he did it, he responded, "First of all, I hate to lose. I started setting a goal when I was 9 years old that I wanted to do something that no one had ever done before in swimming. It all starts with setting goals." We were given a sheet of paper to write goals and how we would start to achieve them. We then addressed and envelope to ourselves, and Vickie said she would collect them and send them to us at some point in the year. Start small. Set a goal that is obtainable, then work towards your next goal. Baby steps. Vickie passed out a small piece of gold wrapped chocolate for us to look at (not eat) and think about the goals we had written.

Our spring Professional Day will be the third Saturday in April 2017 due to the month of May being so crazy for everyone. Don't forget to sign up to help with future professional development.

Respectfully submitted,  
Marybeth Gawrys, CEOE, Secretary  
08/08/2016