



RCAEOP GENERAL MEETING

DATE: Thursday, September 6, 2018
TIME: 5:07 pm
LOCATION: R2i2, Board Room

Call to Order by: President Georgette Council, CEOE

Members in Attendance: 35

The Pledge of Allegiance led by: Vice President Tonia Jenerette, CEOE

Approval of August 9, 2018 Minutes: President Georgette Council, CEOE, presented the minutes. Paula Rosenberger, CEOE, cited several corrections. President Georgette Council, CEOE, minutes stand approved with the changes that were noted.

Professional Perspective: Rachel Phelps, CEOE, spoke of Wisdom. One description is quality of being wise. We should always be wise in our decision making.

Welcome: President Georgette Council, CEOE, welcomed visitors Teresa Faille from York Technical College; Val Stitzer, SCAEOP Volunteer and Jennifer Hedrick's Mother and Kwamine Gilyard, today's Professional Development Speaker.

Committee Reports:

Administrator of the Year – Sandra Baker, CEOE, reported some judges are secured, one application is in process. Tamika Sherman designed a flyer which will be emailed to members.

Bylaws – Evelyn Ratterree, CEOE, has agreed to chair the committee. President Georgette Council, CEOE, has charged Ms. Ratterree and the committee to review the Bylaws which were last revised in 2015. Ms. Council requested the membership also review the bylaws and submit requested changes to Ms. Ratterree.

Community Service – Tamara Baldwin, CEOE, has agreed to chair the committee. Ms. Baldwin requested to not drop off supplies directly to schools in reference to The Homeless Period Project. She has also spoken with St. Lawrence Place and Sister Care. Ms. Baldwin announced the students at the University of South Carolina, Columbia Campus, recognize November as Homeless Awareness Month and we will be working with them concerning feminine hygiene products.

Membership/Recruitment - President Georgette Council, CEOE, reminded the membership that everyone is an ambassador and recruiter. The membership postcard may be found on the website under the Membership tab.

Newsletter/Public Relations - Tavares Joseph, reminded everyone to send announcements, news items, etc. for the newsletter.

Office Professional of the Year – Marilyn Scott, reported no applications have been received. Don't forget the drawing to win a \$25 gift card for an eligible nomination. President Georgette Council, CEOE, did mention she knows of several applications being worked on.

Scholarship – Bridget Booker, CEOE, announced she needs members for the committee.

Ways & Means – Hope Eddy, CEOE, Belk Fundraiser coming soon, also still in need of committee members.

SCAEOP Community Service - April Turner, CEOE, announced she will have a Homeless Period Project packing party the middle of September.

Upcoming Events/Announcements:

Mid-Atlantic Area Professional Development Days

President Georgette Council, CEOE, and Paula Rosenberger, CEOE, Mid-Atlantic Area Director, spoke about the Mid-Atlantic Area Professional Development Days scheduled for Oct. 25-26, 2018, Rehobeth, DE. They would like to put together a RCAEOP basket.

NAEOP Webinars - President Georgette Council, CEOE, reported the webinars start on September 12 and the cost is \$125. Jill Averyhart, CEOE, announced Ms. Council is hosting the first session titled "Dealing with Difficult People."

SCAEOP Conference - President Georgette Council, CEOE, information will be coming soon. The conference is scheduled for Feb. 28-March 3, 2019.

RCAEOP Professional Development Day - President Georgette Council, CEOE, announced the date is April 6, 2019, at the Richland Two conference Center at Columbia Place Mall.

RCAEOP Annual Gala - President Georgette Council, CEOE, announced the Gala will be held once again at The Gala by JW on May 2, 2019.

Professional Development: Kwamine Gilyard, Richland School District One Director of Classified Employment Services presented "The Benefits of Leaving Your Comfort Zone."

Meeting Adjourned: 6:34 pm

Respectfully Submitted,
Dee Dee Milakovich, CEOE, Secretary
September 6, 2018