

**South Dakota Educational of Office Professional
SDAEOP Fall Board Meeting 2018-2019
Pizza Ranch, Fort Pierre, SD September
15, 2018**

I. Call to Order

The SDAEOP Board Meeting is called to order by _Jill Drolc at 11:05 am at Pizza Ranch, Fort Pierre, SD. The purpose of the meeting to conduct the immediate business of the association.

II. Roll Call – Becky Steen

President	Jill Drolc	present_X	absent__
Secretary	Becky Steen	present_X	absent__
Treasurer	Sherry Lurz	present_X	absent__
Area I Director	Sharon Bogenreif	present__	absent_X
Area I Director	Deb Moberg	present_X	absent__
Area II Director	Beth Hogan	Present X	absent__
Area II Director	Judy Medearis	present__	absent_X
Area III Director	Nancy Christopherson	present__	absent_X
Area III Director	Brenda Whetham	present__	absent_X
Newsletter Editor	Nancy Spoolman	present__	absent_X
Membership	Peggy Greiner	present__	absent_X
Conference Chair	Betty Sokol	present_X	absent__
Guest:	Charla Callahan	present X	absent__

III. Approval of Minutes – Becky Steen

June 6, 2018 Board Minutes –

Corrections to Attachment A: Title should read Board Meeting not Annual Business Meeting.

June 7 & 8, 2018 Annual Member Meeting Minutes –

Corrections: Need time meeting started.

Name correction/spelling to New Member Laura Gerjets

Area 2 report: Add name of Lodge in Nebraska- Niborara

Raffle Ticket: Total raised was \$273 not \$223.

June 8th, 2018 Board Members Meeting-

Meeting notes not available- Becky will create and send out.

Motion to Approve Corrections: Action: __Sherry Lurz
Second: __Beth Hogan_____
Motion Carried: _Carried_____

IV. Financial Report – Sherry Lurz – will update and resend with corrections. We had made more on this conference at it was self-supporting.

Income Report Changes:

The Conference Registration Row will have more income to be added.

Change Scholarship Total from \$276 to \$278 with \$2.00 in the Conf. Registrations

Change 18-19 Dues from \$52.00 to \$100.00 with \$48.00 “ “

Change 17-18 Conf. from \$1,040.00 to \$990.00 due to the above. This gives a total in that row \$1,040.00 and changes the 17-18 Conference total at the bottom from \$1,113.00 to 1,063.00.

Expense report change – remove the Karen Speed refund and void the check as this was paid for by the school

Becky asked about the PSP Account funds. What or how is this used? And is there any information on the website that shares with members about PSP and funds available? I understand that SD doesn't recognize the PSP but if you are a National Member they do and are willing to help you achieve it. When I returned from the National Conference and shared this with my Principal, she was interested in finding out why SD doesn't recognize PSP and encouraged us to look in to this and keep trying to get our PSP.

Sherry shared that the Has Been's group used to raise money to be use for PSP training. This money helped members pay for trainings used to get their PSP, but hasn't been touched in 20+ years. With South Dakota not recognizing PSP certifications, members lost interest in working towards it. Some Colleges will recognize the PSP for consideration for pay raises, but public school go through the School Boards.

Charla shared that she has the box of old records. She will go through it and see what she can find for old minutes on PSP funds, paperwork for applying and any guidelines they used. Diane Aas might have information. If you are going to run for any Office positions in NAEOP it is best that you have your PSP /COE completed.

Charla will get information out in the newsletter about her scholarship too. It can be used for either SDAEOP or NAEOP. There are simple forms to be completed for it.

**Motion to Accept Report: Action: __Becky Steen_____
Second: __Deb Moberg_____
Carried: __Motion Carried_____**

V. Presentation and Payment of Voucher – Sherry Lurz

Voucher for Affiliation NAEOP Fees is \$42.10

***Sherry will complete the Affiliation application with 3 Board Members being active member in NEAOP for 18-19.**

Voucher for todays Board Member Meals was also added

Motion to accept: Action: __Deb Moberg__

Second: __Beth Hogan__

Carried: __Motion Carried__

VI. Board Reports/Committee Report

Jill Droic

President – Constitution by Laws, Budget

Is there anything we need to look at changing in our By Laws?

No- changes at this time as we have a full Board at this time.

Sherry Lurz

Treasurer – Budget, Audit

Budget was gone over earlier in meeting.

Audit- We will need to do one in June of 2019. That Audit would go over things from Jan. 1st 2018 – June of 2019.

Betty Sokol

Public Relations, Has Beens, Annual Conference Chair

Public Relations – Nothing currently.

Has Beens – we are hoping to get together to do some kind of project or public service. We are checking with several places to see what their needs are for donations/collection drives. If anyone has any ideas, please share.

Annual Conference - 2019 will be held June 5-7th at the Niobrara Lodge in Valentine Nebraska.
402-376-3000 is the number to the Lodge.

Rooms are \$95 a night with no limit to the number of ladies in the rooms.

Speakers- still working on this.

Projects – Tile Art / Lakota Culture Session / Reading Project

Most everything will be done in Valentine as the Hotel isn't charging us for the meeting rooms and we lose time for things driving back and forth.

Possibly setting up a tour of a local Valentine Refuge.

Working on working out details for the meals and banquet but the man running the place has been very busy.

Anyone has any other suggestions of trainings or speaker topics, please let us know.

The group shared we all liked the SRO Officer and Nurse's topics at the Milbank Conference. Maybe more Health related topics like Drugs, Vaping, AED's, CPR, Medication Administration Training. Migrant services or ELL Services. How do schools with out Nurses, SRO's, etc. handle all of these things.

Charla Callahan

Constitution by Laws, Professional Responsibilities/Professional Growth – PSP, Historian

Will work on getting information out there about applying to go to NAEOP or SDAEOP and look in to the PSP questions.

The PSP funds should go to member that are working on improving themselves and achieving their PSP. It would be nice to see that getting used again.

Nancy Spoolman

Newsletter Editor, Historian

Nancy was unable to be here. She was greatly missed at Conference but is doing much better with her health. The Board packet has a list of who is needing to submit Newsletters and when.

Due dates for newsletter:

- ✓ Fall newsletter, September 28, 2018

- ✓ Winter newsletter, February 15, 2019

- ✓ Spring newsletter, April 15, 2019

Area Reports: *Sherry reminded Directors that each area has \$120 to use for gatherings expenses each year.

- ✓ Area I – Deb Moberg – Nothing to report currently. The beginning of this school year has been a very busy one.

- ✓ Area II - Beth Hogan – We have been busy with Betty working on the 2019 Conference, hope to have more information to share in the Fall Newsletter.

- ✓ Area III - Jill shared for Nancy and Brenda – They are holding an area Mini Conference and encouraged anyone able to attend to come join them. October 20th at the Spearfish Admin Office. Registration is from 8:30-9:00 a.m. They have 3 Speakers lined up:
 - ✓ 1) Info on the Life of a Probation Officer
 - 2) Lunch Time Solutions
 - 3) Yoga for Health

Peggy Membership – Peggy sent info with Becky- Currently 21 Paid members for 18-19.

Greiner

*Board has requested a list of current members be available at each Board meeting.

Pam Awards – Nothing to report at this time. There were
Liebe no applicants for the June 2018 Conference.

VII. Old Business

- A. 2018 SDAEOP Conference Report – The Board all felt it was a great Conference. Very well organized, Wonderful to ALL be together rather than split up in different rooms doing different things, Great Speakers with Great Topics, Loved the Days for Girls Project, and the entertainment Bingo night was very fun and relaxing.
- B. 2018 NAEOP Conference Report - Becky shared info on Nationals.

There were 6 of us that attended the NAEOP National Conference in July. Becky Steen, Jill Schmidt, Charla Callahan, Deb Uvstad, Cindy Weber, Betty Sokol. We all had a great time and lots of laughs! The Flag Ceremony was changed a little for better timing and less confusion from years past and it went very well thanks to Charla and her team. There were many wonderful Institutes and Briefings for members to attend that gave us inspiration and knowledge on many different topics. The Keynote Speakers were wonderful! Becky shared pictures, flyers, and other items she brought back from the Conference. As a first timer going to Conference you get to attend a “First Timers Banquet”. Jill Schmidt and I were greeted by a Mentor bearing a gift, whom we had met through a Welcome E-mail a few weeks before the Conference. We participated in several activities that had us socializing and networking with other “First Timers” and other Mentors. The General Session Meetings were very interesting, and we learned so much about how the Associations are governed and why. We enjoyed some down time by attending a Twin Cities Highlights Tour and a Riverboat Tour, along with some shopping at Mall of American and a Dinner Theatre Presentation of “Newsies”.

One of the Keynote Speakers was really something! Paul Wesselman gave one of the best presentations I have ever heard. He spoke of challenges in life and how to change how we look at them and most importantly react to them. “If it doesn’t challenge you, it won’t change you”. If you throw a pebble in to the water, what do you see? Ripples that grow and move out from where the pebble entered the water. When we have a hard day or challenging situation we have waves that ripple off of us depending on how we react. Someone smiles and greets you warmly or the opposite greets you with negative comments or negative body language, effects how you respond to them and to the person you see following them. We were asked to think of someone that has positively impacted our lives in some way and yet we have never really told them thank you or let them know how they helped or made us feel. Paul gave us “Acts of Kindness” postcards and encouraged us to send that person a note letting them know. Mr. Wesselman runs a weekly e-mail post called “Ripples”. He takes quotes and stories shared by members and sends out a Monday Morning Ripple. Each Monday we get a e-mail with a Pebble quote, a Boulder quote and a Ponder story to inspire,

encourage, refresh and energize us for the start of another week. I absolutely love getting this e-mail every Monday. He currently has over 30,000 subscribers and our National Conference group was there for his celebration of a thousand ripples as the Monday we returned was his 1000 Ripples e-mail and our first of many!

If interested in signing up you can go to: UnleashRipples.com

As the Delegate for SD I attended the Advisory Council Meetings. It was interesting to learn many associations around the US are struggling with membership, filling Board Positions, and looking at ways to adapt to the new generation members with out losing traditions that built the Associations in the first place. Several topics were put on the agenda for round table discussions and voted on for changes. Most of them were discussed and due to needing more details or suggestions for certain groups to look into something, no action was taken at that time. I had shared the round table subject/question I would be involved in and had asked several members for their input before going to Nationals. Thank you all for your responses and ideas for the "Tagline". The round table group noticed a specific banner at Nationals that seemed to show up in several areas and found out that it's wording was created by Lisa Moorhouse when she started her Presidency. It was very catchy and seemed to effectively portray what NAEOP was all about.

L – Leadership

E – Education

A- Achievement

R – Recognition

N - Networking

The conference was so very well organized that there was always something going on but you could choose what you did and didn't attend which made it very relaxing. We had lots of fun meeting new people and trading state pins. The welcoming atmosphere and fun fellowship gatherings so wonderful to be apart of. South Dakota was well represented at this conference with several of us stepping up to participating on different committees for the 2019 National Conference which will be held in Boise Idaho next July.

- C. Membership – Currently 21 paid members. Need to get updated reports from Peggy. Becky is working on getting information to attend the Principal's Conference this year to have a table for SDAEOP. Maybe see if we can get Business Managers Conference info too.

*Reminder - ask to have table by the Registration table.

- D. Other – Sherry will send out a Members e-mail list to all members.
Charla will send out State School Directory e-mail listing to the Board Members.

VIII. New Business

- A. Jill - Appointed Charla Callahan as Vice-President for 18-19

B. Jill – Appointed Karen Speed as the Past President for 18-19

IX. Other Business - Betty – State Pins- She will get more info to bring to Feb. meeting. We are almost out and will need more for those members going to Nationals in 2019.

Becky- is looking at having a State Map Banner made for the Pins she collected at Nationals and wondered if this would be something we could raffle off at our next Conference.

X. Future Dates & Conferences

February 2019	Pierre	Winter Board Meeting – Will try to get a date set soon.
June 5 – 7, 2019	Valentine, NE	SDAEOP Annual Conference (Area II)
July 15 – 20, 2019	Boise, ID	NAEOP Annual Conference
June 2020		SDAEOP Annual Conference (Area III)

XI. Adjournment

Motion to Adjourn meeting: Action: __Charla Callahan__
Second: __ Sherry Lurz_____
Carried: __Motion Carried_____

