

SDAEOP Board Meeting  
September 13, 2014  
Pizza Ranch

The SDAEOP Board Meeting was called to order @ 10:35 by President Amy Ramsey.

President Ramsey welcomed the board. Secretary Kris McMahon was absent; Charla Callahan stepped in for her to take the SDAEOP Board Meeting Minutes.

1. Roll Call: Absences and Attendees for meeting

**Present**

Amy Ramsey – President  
Nancy Christopherson – President-Elect  
Deb Luger – Vice-President  
Sherry Lurz – Sherry Lurz – Treasurer  
Cyndy Weber - - Area II  
Sharon Kerby - - Area IV  
Beth Hogan - - Area V  
Sarah Smyle - - Area VI  
Betty Sokol - - Past-President

**Absent**

Kris McMahon - - Secretary  
Pam Liebe - - Area I  
Edith Fool Bull - - Area III

Charla Callahan - - member

2. **Approval of minutes** from the annual board meeting, June 11-14, 2014 at AmericInn Aberdeen, SD.

The March 2014 board meeting in Chamberlain was not a quorum. A discussion meeting was held, items were discussed and it was brought up at the Annual Conference Meeting in June 2014 at Aberdeen for voting.

No minutes were available to review for Sept meeting; Betty Sokol got on line and read the minutes from the website. A **motion** to approve all business meetings from our annual conference Thurs, Fri, and new board meeting was **made by** Cyndy Weber and was **seconded** by Betty Sokol.

The Wed. June 5<sup>th</sup> meeting 2 pm was **tabled**. Need to get minutes and will approve at next board meeting in Feb.

**Noted:** that we needed to find the Wed. night board meeting minutes that Nancy Christopherson took.

**Motion Carried**

**3. Approval of financial report:** Sherry Lurz

August 31 <sup>st</sup> balance	Check book	\$5572.93
August 31 <sup>st</sup> balance	Savings	\$6464.88

Question: Date on the green sheet from conference on treasurer report was that corrected?  
It was corrected per Sherry.

**Budget:** Audit Committee and Sherry Lurz, Chairperson  
to set up an audit w/committee after Dec. 31<sup>st</sup>  
Use the sign off sheet for audit that New York uses.

It was noted that all bills from 2014 SDAEOP Conference have been paid.

**Motion** to approve Financial Report was **made by** Nancy Christopherson and was **seconded** by Sharon Kerby.

**Motion Carried**

**4. OPTIMIST** was discussed

Articles for the 2014-15 year needed.

Who is Responsible for articles?

Articles duties of the board members which OPTIMIST assigned for articles

Deadlines for the OPTIMIST

Sept 30<sup>th</sup>

Feb 15<sup>th</sup>

April 15<sup>th</sup>

**5. Go Daddy** check with Nancy Spoolman

**6. DropBox** check with Nancy Spoolman

Board members that need to be added to DropBox

**For sure add: Beth, Deb, Sarah, Sharon, Cyndy**

**Check on the following: Edith, Kris, Pam**

**7. Board Meetings**

**Discussion:** to keep in Pierre or change back to Chamberlain

Board Meetings will be kept in **Pierre** at this time

**Pizza Ranch**

**Sept** meeting will be @ 10:30am CT

**Feb-March** meeting will be @ 11:00am CT

*\*\* Feb-March meeting will be Feb 28<sup>th</sup>*

*alternate date will be March 7th*

**Conference board meetings**

June \_\_\_\_\_ 2015 Mission Wed-Thur-Fri

Travel for all board members at this time is about the same distance for both places (Pierre is closer for most.)

**Travel expense to meetings stays at \$10 per hour, round trip.**

## 8. Committee Reports

Discussion regarding nomination committee, awards, scholarship, Has Beens, were just visited about

## 9. Reorganization of Areas from SDAEOP Annual conference was brought up.

Keep Area I

**Merge** II and III

Keep IV

Keep V

Keep VI

Revise in 2 years for review. This is for conferences only. Board members stay the same.

## 10. Discussion was brought up about the **Change of Board of Directors Titles**

Keep President

**Merge** President Elect and Vice President

Keep Past President

Keep Secretary, Treasurer, 6 area directors

-----

Was discussed to review and give information suggestions to Deb Luger and to bring this up at the SDAEOP Feb. board meeting to present at the annual conference in June 2015.

Discussion was made all officers need to stand up to the plate.

Discussion was made to get our committee members more involved.

Discussion was made on booklets.

Discussion was made on duties of the board members.

Discussion was made on constitution/bylaws.

**\*\*Deb Luger will present this @ Feb meeting**

All board members review both SDAEOP and the draft that Nancy Spoolman but together from New York. Put the suggestions in DropBox.

Discussion was made on Administration Conferences.

Each year do one (take turns: Principal, AD, Supt, Board, Bus Manager,)

Discussion was made about membership

## 11. National Institute Discussion NAEOP

Sept - Fall – Deadwood. **Get the process going. Contact National**

Board members visited about this and majority stated to go forth with this.

They feel there are facilities in Deadwood to host the Institute.

Deadwood Lodge --- BHS for workshop guidance.

Tour/bus service to Mount Rushmore. Maybe Spearfish Canyon

Looking at 2017 or 2018.

Need to follow up with National and get our proposal together.

PSP credit

100 – 150 people that attend

Committee could consist of: Carla Downs, Nancy Spoolman from annual conference

Charla Callahan volunteered to help also

Will bring our findings at the Feb. board Meeting

## 12. Pamphlets

Deb Luger working on revising the one we have

Would like a cover sheet to go with it

Get it out to all Superintendents of the State

Make suggestions and drop it into DropBox

## 13. Charla's scholarship

\$440 in the account

Will put draft in DropBox

Get this up and going ASAP

Application for assistance for SDAEOP or National

## 14. National Pins and Membership Pins

5-10-15 pins OK

20-25-30 pins OK

Original pins - 1st pin cost is \$4.60 each. Need to order a quantity of 100 - \$547.95

Was also discussed about members purchasing their pins if they lost them.

Motion was **made by** Nancy Christopherson to go ahead a purchase the original pins.

**Seconded** by Sarah Smyle.

**Motion Carried.**

Betty Sokol brought up the pins that we use at National. We need to order some.

This was tabled until Feb. Betty will look into quotes and report back at the Feb. meeting.

We do need some for 2015 National Conference. We could also sell the pins for a cost.

## 15. Discussion

Get the information out to all SD secretaries, visit schools

Higher Ed, State Dept, Sioux Falls, group, colleges, other schools contact for new membership drive.

DOE get list of all schools, secretaries, emails.

**(This year Secondary Principals in Pierre meet March 31, April 1 & 2. Amy will contact Steve Benson Clear Lake (Deuel) President before Feb. meeting.)**

## 16. Tax Exempt

Rejected again. We already paid \$350 towards it to clear it up.

To reply again would cost \$850.00. Just covers sales tax of 6%.

Motion was **made by** Deb Luger to file tax report every year, to cancel the attempts for tax exempt. Discontinue the tax exempt process. **Seconded** by Nancy Christopherson.

**Motion Carried**

**17. Mission Statement - Purpose**

Vote on this at Feb. meeting. Deb Luger to follow up with this.  
Need ideas from everyone, a short sweet statement (3 words).  
Give your suggestions to Deb.

**18. Edith Fool Bull** email to Shelia Kilgore followed to President Ramsey.

Edith states she would like to stay on the SDAEOP Board as Area III Director.  
Per her email to Sheila and Amy. Feels like she will not be too busy.

**19. Card**

Card from National representative, Wendy Henslik, was passed around to thank SDAEOP for having her at conference.

**20. New Business**

Motion was **made by** Betty Sokol to pay all vouchers presented at this SDAEOP board meeting. for meals @ Pizza Ranch \$ 110.93, for traveling \$10 per travel hour time to and from meeting to Sherry, Cyndy, Sharon, Betty, Nancy C., Sarah, and Beth in the amount of \$240.

**Seconded** by Nancy Christopherson.

**Motion Carried**

**21. Deposit Slips**

Paid for in the banking documents. There is a charge for slips and it is taken out of account.  
OK to order them per board. This has to be done.

**22. Affiliation NAEOP Dues**

Amy, Sherry, (Amy to download form from NAEOP website, sign and send to Sherry.)  
Motion made by Betty Sokol to pay the affiliation dues ASAP. \$\$\$ determined on membership count  
Seconded by Sharon Kerby

**23. Conferences**

Conference 2015	Area V	Beth and Betty
Conference 2016	Area VI	Sarah Smyle

**24. 2013 Student Scholarship**

Sherry Lurz stated that Wiebe check had not come thru bank statement yet. Check never cashed.  
Charla will recheck with Wiebe on this matter.  
\$500 that was to be applied to the school for his scholarship.  
One check was sent by Val, #1793 **cleared September 24, 2014**.  
Another check was sent by Val, never came thru.

## 25. Priority List for SDAEOP to accomplish

1. Constitution/Bylaws
2. Duties of the board
3. Mission Statement/pamphlet/purpose
4. Raffles/Baskets
5. Agenda Meetings - Draft how to direct a meeting (for president).
6. Membership drive
7. Workshops
8. Flash Drives
9. Magnets
10. Fundraisers (Schwan's, Tastefully Simple)

Then at the Feb. meeting review the above and start a next priority list for SDAEOP.

Administration meetings. Start a rotation.

## 26. Discussion

Business meeting minutes maybe recheck the last few ones to make sure the corrections have been updated and changed. Still questions on the 2013 conference minutes with all the misspelled names in the minutes.

## 27. Discussion

\$500 to National for field service

Donation

Check to see what others pay for their field service.

Get maybe Carol Boom, Nebraska, and a National Rep for Conference. Betty will check into this by contacting them (Kathy Eberle NY)

SDAEOP pay for Room/Registration for both of them.

Motion was **made by** Sherry Lurz to adjourn the September 13, 2014 SDAEOP Business Meeting @ 1:59 pm  
**Seconded** by Cyndy Weber. Motion carried.

cc