

**2015-16 SDAEOP Fall Board of Directors Business Meeting  
Pizza Ranch - Fort Pierre, SD - Sept 19, 2015**

- 1) **Call to Order:** Purpose of the meeting to conduct the immediate business of the association.  
Nancy Christopherson, SDAEOP President called the board meeting to order at 11:12am.
- 2) **Roll Call:** Secretary Charla Callahan will call roll and present a quorum.

President – Nancy Christopherson	present
Vice – President – Deb Luger	absent
Secretary – Charla Callahan	present
Treasurer – Sherry Lurz	present
Past President – Amy Ramsey	present
Area 1 Director – Lori Waldner	absent
Area 2 Director – Cyndy Weber	present
Area 3 Director – vacant	
Area 4 Director – Sharon Kerby	absent
Area 5 Director – Betty Sokol	present
Area 6 Director – Sarah Smyle	absent

Charla Callahan, SDAEOP 2015-16 Secretary presented that a quorum was made for a business meeting with 6 members present and 4 members absent.

- 3) **Need Approval of previous minutes of**

SDAEOP Annual Business Meeting Niobrara Inn – Valentine NE June 10, 2015

SDAEOP Annual Business Meeting Todd County Middle School – Mission SD 11<sup>th</sup> and Niobrara Inn – Valentine NE ( 12<sup>th</sup>) June 11-12 2015.

**MISSING** New Board Member Business from June 12<sup>th</sup> at the Niobrara Inn – Valentine NE

Charla Callahan Secretary will present them at the next board meeting for approval.

**Minutes were reviewed**

**June 10<sup>th</sup> no corrections**

Sherri Lurz made a motion to accept the Minutes of the SDAEOP Annual Business Meeting June 10th  
Amy Ramsey seconded

**June 11<sup>th</sup> and 12<sup>th</sup> 2) corrections**

*Credentials Report: correction*

42 attendees for SDAEP Annual 2015 Conference, Todd County

38) members 3) NAEOP Guests 1) guest (New member Sandi Haubris, Area IV should be for 15-16)

*Winners for gift card drawings: correction*

Misspelled name should be corrected to Lori Waldner

Betty Sokol made a motion to accept the Minutes of the SDAEOP Annual Business Meeting June 11<sup>th</sup> and 12<sup>th</sup>  
with corrections to be made. Cyndy Weber seconded.

- 4) **Need Approval of previous financial report**

The Financial Report was reviewed by treasurer and board members

**Budget/Expense** sheet: was reviewed and discussion took place

**Sherri Lurz, SDAEOP Treasurer** will bring information to the next meeting in regards to the final financial report from the 2015 Todd County Area 5 Conference. Betty Sokol, Area 5 Conference Chair, will provide Sherri with expense/income information from that conference. **This will be reviewed at the next meeting.**

**NAEOP Affiliation** paperwork will be reviewed by President Nancy and Treasure Sherri to get that sent in to NAEOP Office soon. Was stated that as of end of year there were 88 members paid, **that will be reviewed for correct amount.**

**Membership pins** were ordered 2015 should be fine for awhile

**Pins for NAEOP Conference** for members to take to share need to be ordered 2015-16 -need to order enough for a couple years or so. Betty Sokol will be looking into **this will be reviewed at the next meeting.**

### Tabled

**NAEOP Field** some discussion about 2015 sent in? Discussion about what to send in for 2016?

Discussion was held on conference or SDAEOP responsible for this expense?

Conference Chairperson to fill out paper work. **Tabled to next meeting**

**NAEOP Conference** SDAEOP Conference Basket to take for conference. Need to budget that into our Budget/Expense. **Tabled to next meeting**

Amy Ramsey made a motion to accept the treasurer's report. With tabled/review items for next meeting be discussion at the next meeting. Charla Callahan seconded. Motion Carried

### 5) **Presentation and payment of Vouchers**

### 6) **Committee and Area Directors Reports**

**Budget** – Sherry Lurz - No report OK

**Nominations and Elections** – Amy Ramsey

visited about having a goal of getting the board positions filled before 2015 Conference

Area 2-4-6 up for elections Treasurer Vice-President

**Constitution and Bylaws** – Deb Luger absent

discussion was made it was just reviewed and updated 2015 by a committee

discussion was made if our organization was ever to dissolve what happens

it is stated in the constitution/bylaws what would happen

**Tabled** to maybe have more discussion about dissolving. Look into updating that area to look into maybe giving to NAEOP Education Foundation with certain restrictions and a guideline on how to use the money and if ever SDAEOP organized again that a certain amount would be given back from that donation to the SDAEOP reinstated organization.

**Membership** – Peggy Greiner absent

Discussed need a updated list to the board members as of June 19, 2015

nothing was submitted for board meeting need to have a updated membership for each meeting

**Public Relations** - Sharon Kerby absent

Cards were sent out 2) sympathy

1) get well

**Professional Responsibilities/Growth**- Charla Callahan

discussion was lead about a few items

will be putting information together for next meeting

items might be added to drop box for review items might be put on website or in newsletter

**Annual Conference (Area 6)** – Sarah Smyle absent

Nancy Christopherson stated they were going to be meeting in the near future

There were members from NAEOP interested in coming need to keep them informed

**Newsletter** – Nancy Spoolman absent

September 30, 2015 is the deadline for articles

### Articles needed from

Nancy Christopherson – President and Past President

Amy Ramsey - Past President

Charla Callahan - Secretary

All Area Directors - Welcome Articles

**Awards** – Pam Liebe absent

**Past Board Members** - Betty Sokol -nothing

Area 2            nothing  
Area 3            vacant  
Area 4            luncheon (5) members had an outing to Bird Feeder Twin Brooks area Cheese Factory  
Area 5            nothing  
Area 6            conference

### **Old Business**

**Audit** will be done after December: Jill Drolc, Renee Schenk and Sherri Lurz, Treasurer  
Audit has not been done for several years

**Conference Guidelines** need to be updated, reviewed, put in drop box, and get out to future conference chairperson. Need to have a guide line handbook for areas holding conference to review.

**2015 Conference Todd County** need comments updated and submitted to next conference chair, board members. Betty Sokol will be doing getting this information out.

Not a lot of negative comments business meeting needs to move faster  
like the Technology, social media, campus workshops

### **New Business**

**Public Relations Ideas** need to review this area

Newspaper - local articles get out SDAEOP name out in the area papers

#### **Out Reach Projects**

Find organizations local/state that need help  
like for disasters flood/tornado/etc.

Do a project for them Do it with your area members Do it during conferences

Use PSP **fund** to promote workshops

Use the **area director's fund** to help promote workshop

Need to keep reviewing this will address it at the next meeting

any ideas please contact a board member

#### **Discussion was made about membership**

regarding librarian aides, paras, clerks, custodians, and other classified people in building

Tech schools, colleges

maybe need to reach out to them

### **Other Business**

#### **2015 Conference NAEOP Field of \$500 will be made to NAEOP**

A motion was made by Cyndy Weber to pay out of general fund the \$500 that was not paid to NAEOP for 2015 Field Service. Seconded by Sherri Lurz

February meeting will decide field amount to be given and who addresses that  
maybe look into it to see what other states do

**Review discussion** regarding in case SDAEOP ever dissolves

#### **Cartoon Stock Letter**

Presented by Amy Ramsey. Was discussed. Will be reviewed and discussion will be tabled until next meeting

**Discussion on** Letterhead, cards, envelopes – we do have some we will share with other board members

With no Further discussion President Nancy Christopherson would like a motion to adjourn the  
2015 Fall SDAEOP Board Meeting

Amy Ramsey made a motion to adjourn the board meeting at 2:08pm

Cyndy Weber seconded. Motion approved