

USM AOP Executive Meeting Minutes December 3, 2024

- I. Call to Order and Roll Call
 - a. Meeting called to order at 11:33am.
- II. Recognition of Guests or New Members
 - a. No guests or new members in attendance.
- III. Adoption of Agenda
 - a. Cindy Walker made a motion to adopt the agenda, Aretas Squire seconded the motion.
Motion carried.
- IV. Approval of Minutes
 - a. No minutes ready for approval.
- V. Inspiration
 - a. Enjoy the moment.
- VI. Communications
 - a. There were no communications to share.
- VII. Reports of Officers/Committee Chairs
 - a. Officer Reports
 - i. President Geneal Washam
 1. Jennifer Lewis was very appreciative of her gift. Her plaque was delivered to her old office to be sent with her other personal items.
 2. There will be no general meeting in December.
 3. Professional Development Seminar will be May 16th.
 - a. We will start putting information out so that people can get it on their calendar.
 - b. I would like a survey to be sent out to members as to how many can attend or any barriers and challenges that may be preventing their attendance. This can help us to come up with ways to help them attend.
 - c. Also need to start talking about the NAEOP Conference so we can get lots of people to attend.
 - ii. President-Elect Gayle Sollfrank
 1. Professional Development Seminar
 - a. Need to fill out the official form requesting Dr. Paul attend PDS. He wants to do a workshop on leadership.
 - b. Location TBD, have time for 4-5 guest speakers. Draft schedule to come out.
 - c. Topics will be relevant to all staff so non-members can be invited.
 2. Spring in-service is lined up.
 - iii. Vice President Aretas Squire
 1. Valerie Gaddis is now officially a member.
 2. Donut distribution has been postponed.

- 3. Member appreciation gifts will go out, coffee mugs will be the big item.
 - iv. Secretary Cory Williams
 - a. No hospitality report.
 - v. Treasurer Cindy Walker
 - a. About \$6700 total in all accounts
 - vi. Immediate Past President Joyce Powell
 - 1. Deadline for bylaws vote is December 16.
 - vii. Affiliations – Cindy Walker
 - 1. No awards applications have been received but submissions are open until April.
 - 2. Student scholarship deadline is in February.
 - viii. Community Service – Crystal Tolible
 - 1. We’ve dropped the ball on the cancer and nursing home fundraisers and have \$50-60 for each of them. Postponing to spring.
 - 2. Cards for veterans/nursing homes have come in and will be available for people to sign.
 - 3. Consider giving time in the general meeting for people to participate in events, such as asking for something to be shared or a donation be made to a fundraiser.
 - ix. Publicity – Dena Temple
 - 1. No report.
 - x. Ways and Means – Aretas Squire
 - 1. Working on Mugshots as a January fundraiser.
 - 2. Considering raffle tickets for Serengeti Springs in the Spring.
 - 3. Still working on the t-shirt design. Likely in Gold to represent USM at conferences. For polos, potentially black with gold trim. Considering \$15 or \$20 each.
 - xi. PSP Advisory – Cory Williams
 - 1. Talking to a lot of people about PSP. Some people plan to do it in 2025, others will take a couple of years to get their first certificate.
- VIII. Unfinished Business
 - a. Marketing items
 - i. Pens, stickers. Geneal will do some more research on items.
- IX. New Business
 - a. No new business.
- X. Announcements
 - i. MAEOP annual conference – late May or early June – Jackson area
- XI. Adjournment
 - a. Meeting adjourned at 12:27 pm.