

## **USM AOP Executive Meeting Minutes October 3, 2024**

- I. Call to Order and Roll Call
  - a. Meeting called to order at 11:34am.
- II. Recognition of Guests or New Members
  - a. No guests or new members in attendance.
- III. Adoption of Agenda
  - a. Joyce Powell made a motion to adopt the agenda, Cindy Walker seconded the motion. Motion carried.
- IV. Approval of Minutes
  - a. Gayle Sollfrank made a motion to approve the minutes of the September 4, 2024, executive board meeting, Joyce Powell seconded the motion. Motion carried.
- V. Inspiration
  - a. Breath and give yourself some grace.
- VI. Communications
  - a. There were no communications to share.
- VII. Reports of Officers/Committee Chairs
  - a. Officer Reports
    - i. President Geneal Washam
      - 1. Be sure to upload notes on what we are doing to our Sharepoint. This will help in transitioning to new officers next year.
      - 2. We hope to get the newsletter out in October.
      - 3. Polos/Name Tags for Executive Board
        - a. We would like to order nametags and polo shirts for the board.
        - b. We would like to have t-shirts available for members. Conversation on this varied as to if AOP members should have to purchase their own t-shirt or possibly having t-shirts provided for free to recognize long-term members and others paying for their t-shirt. We will try to have t-shirts available by the end of the month.
      - 4. Please provide me with feedback on my ideas if you think they are good or bad.
      - 5. CFD Collaboration
        - a. Collaborate with them for a Dec. 6<sup>th</sup> workshop. Hae a community service event there as well.
      - 6. MAEOP PDS – Information is still pending.
      - 7. Recognition for Jennifer Lewis – Invite to the meeting and send her a plaque, \$50 gift card. Cory to purchase a card to be signed. Jennifer has been a member since 2016.
    - ii. President-Elect Gayle Sollfrank
      - 1. Cathy Yadrick to speak on nutrition, possibly partner with Staff Council. Possibly in person at CFD with teams available.

2. Working on Spring in-service
    - a. Difficult Conversations – partner with Staff Council, preferably in person
    - b. Organization – preferably in person
    - c. PSP workshop in the spring
  3. October 10<sup>th</sup> will be our next general meeting. Will create meetings for the year.
  - iii. Vice President Aretas Squire
    1. Two new members – Kelly McKenna and Maureen Pace
  - iv. Secretary Cory Williams
    1. Will start working with the hospitality committee members.
  - v. Treasurer Cindy Walker
    1. Financial Report 8/1/24-8/30/24
      - a. Total Accounts Balance: \$6,401.49
      - b. Detailed report attached.
  - vi. Immediate Past President Joyce Powell
    1. Suggested bylaws edit. Will be reviewed by the board and sent to membership for a vote this fall.
  - vii. Affiliations – Cindy Walker
    1. Fors for awards are ready and will be send to Joyce Powell for posting on the website. Deadline is in the Spring.
    2. Student scholarship deadline is February 15<sup>th</sup>.
    3. We possibly need to advertise the awards on social media.
  - viii. Community Service – Crystal Tolible
    1. No report.
  - ix. Publicity – Dena Temple
    1. Newsletter planned to go out in October.
  - x. Ways and Means – Aretas Squire
    1. Fundraiser at Fuzzy Taco the evening of November 25<sup>th</sup>.
    2. Need to start using social media to try and get people interested.
  - xi. PSP Advisory – Cory Williams
    1. A workshop will be held in the Spring.
- VIII. New Business
- a. Gulfport/Stennis Visit – Gayle Sollfrank to talk to Dajaneir about scheduling.
  - b. AOP sponsoring Conversations & Cocktails on Dec.6,2024 at 4pm-6pm (Location TBD) and AOP tabling event with Community service drive with a canned food box for Eagles nest food drive, another food box for pet food to donated to Southern Pines Christmas cards for nursing home as well as membership drive with info.
- IX. Announcements
- i. General meeting is next week
  - ii. NAEOP Annual Conference – July 13-16, 2025 in Charleston, SC.
- X. Adjournment
- a. Meeting adjourned at 12:36 pm.

# USM AOP Financial Report

October 3, 2024

Effective 8/1/24 thru 8/30/24

USM Budget	\$2,002.20
Checking Account	\$2,753.29
Comcast Funds	\$1,646.00
<b>Total Balance of all accounts</b>	<b>\$6,401.49</b>

## Income to Checking:

Interest Earned for August	\$0.60
Membership Dues	\$30.00
<b>Total Income to Checking:</b>	<b>\$30.60</b>

## Expenses from Checking

Meet & Greet Expenses	\$61.37
Baptist Student Union	\$50.00
<b>Total Expenses from Checking</b>	<b>\$111.37</b>

## Expenses from Budget:

Student Scholarship	\$250.00
<b>Total Expenses from Budget:</b>	<b>\$250.00</b>