

# USM AOP General Business Meeting Minutes

## January 16, 2025

- I. Call to Order
  - a. President-Elect Gayle Sollfrank called the meeting to order at 11:57 am.
- II. Recognition of Guests or New Members
  - a. President-Elect Sollfrank recognized guests and new members Mike Buckley, Claire Blackwell, and Ashely Jones.
- III. Adoption of Agenda
  - a. Aretas Squire made a motion to adopt the agenda, Cindy Walker seconded the motion.
- IV. Approval of Minutes
  - a. Cindy Walker made a motion to approve the minutes. Aretas Squire seconded the motion.
- V. Inspiration
  - a. President-Elect Sollfrank gave the inspiration
  - b. When you can't find the sunshine, be the sunshine.
- VI. Communications
  - a. No communications
- VII. Reports of Officers/Committee Chairs
  - a. Officer Reports
    - i. President Geneal Washam
      - 1. We did a kudoboard for Dena Temple for her retirement. Her last day was last Friday.
      - 2. Joyce Powell is the new Publicity chair.
      - 3. Mary Simmons is the new Community service chair.
    - ii. President-Elect Gayle Sollfrank
      - 1. Lisa Reiger will be speaking about the Complete 2 Compete program at our February meeting.
      - 2. Jasmine Coleman-Miller will be speaking at the March meeting.
      - 3. Our Professional Development Day is May 16<sup>th</sup>. Dr. Joe Paul will be at the event. There will also be a presentation on Coursera.
    - iii. Vice President Aretas Squire
      - 1. AOP t-shirts will go on sale in February. More details TBA.
      - 2. There is a new QR code that can be given to prospective/new members to share information. There is a flyer running in the Union.
      - 3. There will be a membership campaign later this year.
    - iv. Secretary Cory Williams
      - 1. Congratulations to Tamara Miller on her new role as Business Analyst in Finance/HR Systems Support.
    - v. Treasurer Cindy Walker
      - 1. Financial Report
        - a. Total Balance: \$6670.92.
    - vi. Immediate Past President Joyce Powell
      - 1. Bylaws changes were approved and have been posted on the AOP website.
  - b. Committee Reports
    - i. Affiliations, Chair Cindy Walker
      - 1. Educational Administrator of the Year and Educational Office Professional of the Year submissions are open until April 25<sup>th</sup>. Forms are on the website.

2. Our student scholarship, \$500.00, is in the Go System and the deadline is February 15<sup>th</sup>.
  - ii. Community Service, Mary Simmons
    1. Cards for Veterans were delivered.
    2. Several coats were delivered as part of Coats for Comfort.
  - iii. Gulf Coast, Chair Dajaneir Thompson
    1. No report.
  - iv. Publicity, Chair, Joyce Powell
    1. Newsletter and website will be submitted for NAEOP awards.
  - v. Ways and Means, Chair Aretas Squire
    1. Walk Ons fundraiser Feb 17, 5-8pm
    2. We raised \$357.80 at our McAlister's fundraiser and \$103.00 at Fuzzy Taco. Thanks to all that participated.
  - vi. PSP, Chair Cory Williams
    1. Sent out emails regarding PSP individual meetings just before today's meeting.
  - vii. Staff Council Liaison – Maurine Pace
    1. Shared information on our upcoming fundraisers.
- VIII. Old Business
  - a. No old business
- IX. New Business
  - a. No new business
- X. Announcements
  - a. Geneal Meeting February 13 via Teams
  - b. MAEOP Conference May 29-30 in Pearl, MS
  - c. NAEOP Conference July 13-16 in South Carolina
  - d. North Bay Civitan Club will have Beads for Special Needs Feb 20-Mar 20 collecting Mardi Gras beads. The beads are present to high school special ed classes where the students untangle and repackage them to sale as a fundraiser for their classes. Collection boxes will be at the Gulf Park and Ocean Springs USM libraries.
  - e. Matthew Bounds, your Barefoot Neighbor, will be speaking at the Gulf Park Library February 5<sup>th</sup>, 6-8 pm.
- XI. Adjournment
  - a. Meeting adjourned at 12:26 pm.