4-2009

NEOPA General Meeting Agenda- April 2009

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Nebraska Educational Office Professionals Association
General Meeting Agenda
Friday, April 17, 2009
11:45 am – 1:30 pm
SCC Continuing Ed Center
Lincoln NE

1. Call to Order
2. Pledge of Allegiance
3. Establish Quorum
4. Approval of Minutes
5. Treasurer’s Report – Linda Teach, CEOE
6. Communications/Announcements
7. Officer Reports
   President – Becky Hastings
   *NEOEA Educational Office Professional of the Year Award deadline – May 1, 2009
   President-elect/Membership – Carol Reed
   *Membership numbers
   Past President/Field Service – Chris Cary/Carol Born
   *Leadership Series in 2009/2010
8. Committee Reports
   Awards – Joyce Trevett
   *Drawing for Professional Growth Awards
   Finance Committee – Peg Aldridge
   *Budget for 2009/2010
   NAEOP/NEOEA Liaison – Julie Kleeger
   *2009 National conference – Becky Hastings
   Professional Standards Program – Carol Packard, CEOE
   *Present PSP recipients their plaques
   Scholarship – Donna Straight
   *Announce Scholarship Winner
   Ways & Means – Linda Luedtke, CEOE/Barbara Homer
   *Cookbooks
9. Unfinished Business
10. New Business
    *2009 Fall Workshop – OEOA to host – Kitten Slezak
    *2010 CAPDD – Mary Guest & Gretchen Walker
    *2010 NAEOP national conference – Mary Guest & Gretchen Walker
    *Fundraiser for 2010 national conference – Mary Guest
11. Adjournment