

University of Nebraska - Lincoln

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NEOPA Minutes

NEOPA-Nebraska Educational Office Professionals  
Association

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4-2008

## NEOPA Executive Board Agenda - April 2008

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AGENDA  
NEOPA Executive Board Meeting  
Thursday, April 10, 2008  
3:00-4:30 p.m.  
Garrat Room  
Cornhusker Hotel, 333 S 13 St, Lincoln, NE 68508  
Chairman: Christine Cary, CEOE, President

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

MINUTES

OFFICER REPORTS

Presidents report

Spring campaign to bosses  
Central Area conference  
card for Butch Bender

President-elect's report

budget priorities for upcoming year  
installation banquet and reception  
transition meeting

Vice President's report

anything that won't be covered in Meetings Coordinating Committee report?

Secretary's report

anything that was not in minutes?

Treasurer's report

financial report

STANDING COMMITTEE REPORTS

Awards Committee

professional growth award drawings  
ed office prof, boss of the year

Bylaws Committee

anything to report?

Field Service Committee

activities and visits  
new associations  
leadership series

JUL 6 - 12

Finance & Records Committee  
proposed budget for 08-09  
Information/Technology Committee  
anything to report?  
Meetings Coordinating  
guidelines changes for conferences and workshops  
host organization's role  
schedule for upcoming years  
Membership Committee  
# of members & new members  
first-timers at conference  
NAEOP Liaison Committee  
# planning to attend  
registration deadline  
Newsletter Committee  
deadline & when to expect final newsletter  
Nominating Committee  
tellers report-election of officers  
Professional Standards Committee  
PSP recipient recognition  
Publicity Committee  
courtesy cards  
press releases & campaigns  
Scholarship Committee report  
scholarship winner  
Ways & Means Committee  
fundraising projects  
amount of \$ raised

*Nomin*  
*125*     *64*  
*PR*     *Reid*  
*Wood*  
*Seelye*

#### AD HOC COMMITTEE REPORTS

NAEOP Conference Committee  
fundraising projects  
amount of \$ raised  
events

#### NEW BUSINESS

proposed budget for 2008-09  
from the Floor

#### ANNOUNCEMENTS

#### ADJOURNMENT