



NEW HAMPSHIRE ASSOCIATION OF EDUCATIONAL OFFICE PROFESSIONALS

WEDNESDAY, OCTOBER 27, 2021

VIRTUAL MEETING – 6:30 pm

meet.google.com/xmn-yvcx-spu

Visit to register, if you have not done so. <https://forms.gle/xtUVNmRRqCaQLzPK6>

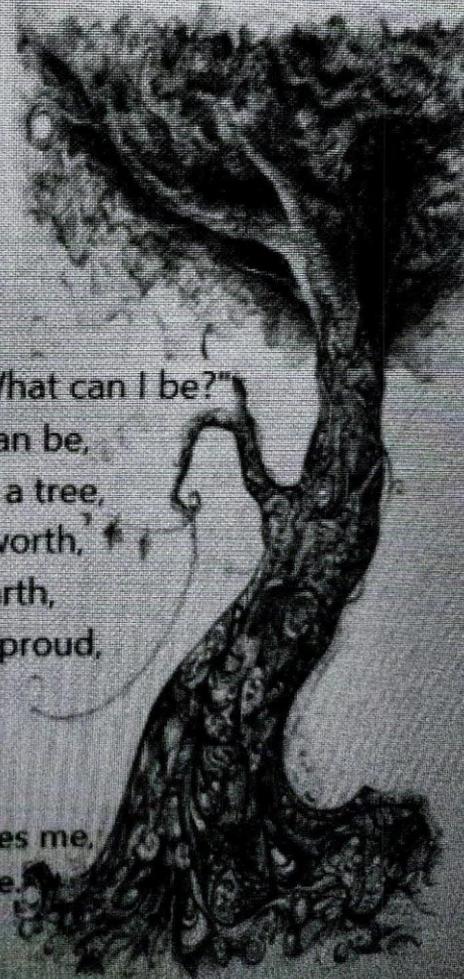
BUSINESS MEETING AGENDA

1. Call to Order (6:30 p.m.)
2. Inspiration – President-Elect Gretchen Roussin-Drost
3. Welcome and Introduction of Officers
President – Deborah L. Brown, SAU 301, 2022
President-Elect – Gretchen Roussin-Drost, SAU 54, 2022 Vice-President – Patti Kallander, SAU 34, 2022
Treasurer – Lisa Moody, Dept. of Education, 2022
Secretary – Peggy Blaine, SAU 60 2022
Member-at-Large – Deborah Tuite, SAU 21, 2022
Immediately Past-President – Pamela Patnode, SAU 60, 2022
4. Business Meeting
 - a. Roll Call (*A motion to accept registration list as roll call will be entertained.*)
5. Approval of Minutes of May 6, 2021
6. Acceptance of Treasurer's Report
7. New Business
 - a. 70th Conference – May 4, 5, 6, 2022 at the North Conway Grand, Conway, NH
Theme to be determined
 - b. Executive Board Elections – NHAEO Membership – Committee Membership
 - c. Fall Meeting Attendance Raffle · 2022 Conference Package
8. Adjournment

NHAEOP Fall Business Meeting
Inspiration 10-27-21

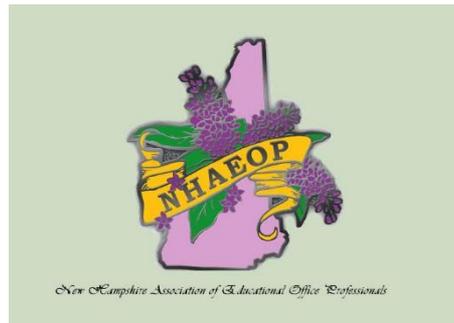
presented by
Gretchen Roussin-Drost

The tree stands so patiently,
Not asking, "What can I be?, What can I be?"
For a tree is as sure as a tree can be,
That its purpose in life is to be a tree,
Without a doubt, it knows its worth,
Roots delving deep into the Earth,
Branches standing strong and proud,
Pointing at the passing clouds,
All of nature loves the tree,
In its beautiful simplicity,
And without speaking, it teaches me
To be happy with just being me.



2020-2022 NHAEOP Executive Board

- Deborah Brown, President – SAU 301
- Gretchen Roussin-Drost, President-Elect – SAU 54
 - Patti Kallander, Vice-President – SAU 34
 - Lisa Moody, Treasurer - Dept. of Education
 - Peggy Blaine, Secretary – SAU 60
 - Deborah Tuite, Member-at-Large – SAU 21



Business Meeting:

- Approval of Minutes of May 6, 2021
- Acceptance of Treasurer's Report
- New Business:
 - **70th Annual NHAEOP Edith E. Hammond Conference
May 4-6, 2022, North Conway Grand Hotel, Conway, NH**
~ theme to be determined
 - Executive Board Elections
 - NHAEOP Membership
 - Committee Membership
 - Fall Meeting Attendance Raffle – 2022 Conference Package (valued at \$436)



New Hampshire Association of Educational Office Professionals
69th Annual Edith E. Hammond Conference
SPRING MEETING • May 6, 2021
Virtual Meeting from The North Conway Grand Hotel

9:30 a.m. Deborah Brown, President welcomed everyone to the conference and asked Patti Kallander, Vice President to lead the Pledge of Allegiance. Gretchen Roussin-Drost, President Elect offered the inspiration with a video of Kid President and then wished everyone a great conference. Deborah Brown introduced the NHAEO officers: Deborah Brown, President (SAU 72), Gretchen Roussin-Drost, President-Elect (SAU 54), Patti Kallander, Vice-President (SAU 34), Lisa Moody, Treasurer, (NH DOE), Peggy Blaine, Secretary (SAU 60), Deborah Tuite, Member-at-Large (SAU 21) and Pamela Patnode, Immediate Past President (SAU 60). There was then a video presented bringing greetings from the National Association President, Mary Guest, CEOE. Northeast Area Director, Katherine Reichley, CEOE also gave greetings via video as did Christine Brennen, NH DOE - Deputy Commissioner of Education.

9:55 a.m. Deborah Brown called the Business meeting to order and for Roll Call a motion to accept registration list as printed made by Deborah Brown with a second by Gretchen Roussin-Drost. Motion passed.

Motion for approval of November 18, 2020 meeting minutes as printed made by Patti Kallander and seconded by Deb Tuite. Motion passed.

Motion for acceptance of Treasurer's report as printed made by Deb Brown and seconded by Peggy Blaine. Motion passed.

Motion for acceptance of the following Committee Reports as printed: Registrar's report, National Membership report, Scholarship report and the Sunshine/Ways and Means report made by Gretchen Roussin-Drost, seconded by Peggy Blaine. Motion passed.

No Old Business was brought up and for New Business Deb Brown told everyone that the 70th Edith E. Hammond Conference for NHAEO would be May 4 - 6, 2022 at the North Conway Grand Hotel. And then the 2021 Office Professional of the Year Award was presented to Kim Perkins from Rochester, NH. There was a video from Rochester with clips about Kim from her associates and friends. No other New Business.

Deborah Brown adjourned the business meeting at 10:15 a.m.

The Keynote Speaker, Raymond Pillsbury, M.Ed., CAGS was introduced by Deb Brown and the subject was "Keepin' It Real! - Sensible Self-Care Tips You Can Actually Use"

Respectfully submitted,
Peggy Blaine, NHAEO Secretary



NEW HAMPSHIRE ASSOCIATION OF EDUCATIONAL OFFICE PROFESSIONALS
TREASURER'S REPORT
As of October 1, 2021

CASH ON	4/1/2021	\$	<u>17,281.73</u>
ADD CASH RECEIPTS		\$	<u>12,921.50</u>
LESS CASH DISBURSEMENTS		\$	<u>8,716.97</u>
 CASH ON HAND AS OF 10/1/2020		 \$	 <u>21,486.26</u>
 INCOME:			
Spring Conference:			
2021 Conference Registrations		\$	10,882.50
 Fall Meeting:			
Meals/Facility			
 Scholarship			
NHAV Donation		\$	1,000.00
 Ways&Means:			
Spring Conference Raffle		\$	971.00
 Executive Board:			
Legal/Accounting			
T-shirts		\$	68.00
 TOTAL RECEIPTS		 \$	 <u>12,921.50</u>

CASH SUMMARY PER BANK ACCOUNTS	
CHECKING	<u>\$ 21,486.26</u>
 BANK BALANCE AS OF 10/1/21	 <u>\$ 21,486.26</u>
 EXPENSES:	
Spring Conference (2021):	
North Conway Grand Hotel	
Postage, Supplies, etc.	\$ 119.51
Entertainment	
Presentors/Honorariums	\$ 3,750.00
A/V Equip/Labor	
Printing	\$ 220.00
Pins	
Raffle	\$ 500.00
 Fall Meeting:	
Presenter	
Gift Cards	
 Executive Board:	
Insurance	\$ 368.00
T-shirts	\$ 346.00
Bank Fees	
Web site	
Scholarships	\$ 2,055.00
Donation	\$ 50.00
Award	\$ 80.75
State Fees	
NAEOP	\$ 1,027.71
Legal/Accounting	\$ 200.00
 TOTAL DISBURSEMENTS	 <u>\$ 8,716.97</u>



NHAEOP

EDITH E. HAMMOND CONFERENCE PACKAGE

(valued at \$436.00)

May 4-6, 2022

North Conway Grand Hotel, North Conway, NH



Adjournment:



*For attending the 2021 NHAEOP Fall Business Meeting.
Enjoy the rest of your evening!*