

# Keeping Affiliates Active!

## National Association of Educational Office Professionals

Issue 2

December 2006

**KEEP DREAMING;  
KEEP BELIEVING;  
KEEP A RAINBOW IN YOUR HEART.**



## NEWS FROM EXECUTIVE OFFICERS

Gloria C. Tisdale, CEOE  
NAEOP President

People have been asking questions about the rainbow since the beginning of time. How far is that rainbow? Where is that *pot of gold*? It's hard to judge how far a rainbow reaches. It may be miles away. The idea is that a pot of gold can be found at the end of the rainbow. The legends of many cultures see the rainbow as a kind of bridge between heaven and earth. One of the most beautiful sights in nature, the western culture sees it as a symbol of renewed hope; something lucky to be looked upon.

Even though the association has been in existence for many years, it is still a mystery for office professionals. Some have never heard of the National Association of Educational Office Professionals, on any of the levels, local, state, or national. Let's bring that rainbow to them.

As affiliates you are asked to keep in contact with those in your area who are not members of the association. You are the ones to provide the rainbow to other office professionals. Let them know how the association has helped you in your profession, as well as personally.

If you have not renewed your affiliation yet, please do so to take advantages of the opportunities available to affiliates. We want you to recognize

those special persons in your office and association.

It's hard to believe that the holiday season is upon us. Best wishes to you for a healthy and happy holiday.

Linda Sockwell, CEOE  
President Elect  
Professional Development and Field Service

As a NAEOP Affiliate, you have the opportunity to take advantage of the wonderful Professional Development Program (Field Service). First of all, you can request the President or designated board member, to attend your association event to do the keynote, a workshop session, or an installation. The process to request a board member to attend is simple. Just go to NAEOP's website [www.naeop.org](http://www.naeop.org) and select affiliates. The second bullet under "Benefits of Affiliation" is a link to the form. Print, fill out, and mail to the office at the address listed on the form. There are a couple of points I would like to call to your attention.

- Yes, there are budgeted funds for Field Service, but not enough to cover every request.
- Yes, a donation is mandatory for the Field Service *visit* to be approved.
- We would ask that in the area on the form where you document what portion of the expenses your affiliate is willing to pay, and what NAEOP is to pay, that you be generous and "do all that you can do."
- The form must be submitted 90 days prior to the date requested for the Field Service *visit*

You can visit <http://www.naeop.org/pd.htm> to get a complete list of topics currently taught by the members of the Board of Directors.

NAEOP has a wealth of resources to support your association. We are able to continue to offer many of these services through the generous donations to Field Service. At your next meeting, consider making a donation!

Connie Bergeson, CEOE  
Immediate Past President and  
Past Presidents Council Chairman

Excitement is very evident each year at the NAEOP Annual Conference when the awards are presented for the *Rachel Maynard Award for Excellence in Communication Newsletter/Magazine* and the *Past Presidents Council's Website Award* sponsored by the NAEOP Past Presidents Council. The NAEOP Past Presidents believe that communication with members is vital to our affiliates and NAEOP. A newsletter, magazine and/or website can provide members with important information about the association, the members, and NAEOP through some of the following:

- timely articles of educational interest about the profession;
- material contributed by officers, committee chairmen and members;
- variety of subjects appealing to all members;
- calendar of events;
- announcements of upcoming meetings, programs, and conferences;
- reviews/reports of previous programs/meetings;
- association activities (state or local);
- personal news/association-related news of members;
- news/promotion of NAEOP
- memberships forms;
- link to websites of school districts/institutions being served by the association;
- link to websites of interest to association members; and
- link to NAEOP website.

In your 2006-07 affiliation packet (which I hope you have received, because it means your association is a current affiliate of NAEOP) were the entry blanks for the awards. If your association is a current NAEOP affiliate and publishes a newsletter or a magazine or provides a website, the NAEOP Past Presidents encourage you to enter. To qualify for judging please follow the guidelines. You must submit three (3) copies of the appropriate entry blank and judging sheet and the \$20 non-refundable processing fee for both awards. For the newsletter/magazine award, you must include three (3) copies of the same issue (dates of publication must be between March 15 of the previous affiliation year and March 15 of the current affiliation year).

Join us at the awards sessions during the 2007 NAEOP Conference in Seattle, Washington, as we

recognize the recipients in the different categories for these communication awards.



Patricia Brewer, CEOE, 2005-06 Mississippi President, is presented award by 2005-06 NAEOP President Connie Bergeson, CEOE and 2005-06 Immediate Past President/NAEOP Past Presidents Council Chairman Ann Sawicki, CEOE.  
(Picture provided by Malinda Larey, CEOE - AR)

## NEWS FROM NAEOP DIRECTORS

### NORTH CENTRAL AREA

One of the many advantages of representing NAEOP members as an Area Director is receiving newsletters, e-mail messages and/or other communications from affiliates not only in my area but nationally. How wonderful to read of the activities, conferences and workshops taking place in the different states! A particular favorite item I enjoy reading about is the way each affiliate personalizes their Educational Office Professional of the Year and Administrator of the Year honors. Each one is a little different, whether this is keeping the candidate a secret until the honor is bestowed or giving them advance notice of their selection. This is a great honor, and I'm sure the recipient feels as though they are royalty!

Along this line, I want to encourage each affiliate to thoroughly review their application for their candidate prior to submission. The prestige of this honor dictates that everything be according to the guidelines; and be sure you enter your candidates!! Don't be disillusioned that only those from a particular area or state always win! Your candidate is already a winner, and deserves the opportunity to achieve this national award.

Should you have any questions about the Awards Committee or application process, please ask! I will find an answer and respond as quickly as I am able.

“Life is a painting...cover the entire canvas.”

La Oeltjenbruns  
North Central Area Director & Awards Chairman

## **NORTHEAST AREA**

I'd like to extend a BIG thank you to the Northeast Affiliates who recently renewed with NAEOP..... Commack Schools Secretarial Association (NY), Monroe County AEOP (NY) and C.O.K.E.S. (OH). I also want to commend the NEW JERSEY AEOP for an outstanding conference that I attended in early November. The keynote address dealt with school law as it pertains to New Jersey schools and I was able to relate to some of the information presented. It was a pleasure meeting and speaking with everyone too.....and that dessert was out of this world!!!

I'm sorry I wasn't able to attend Vermont's Annual Conference or Connecticut's Annual Conference since it was the same time as New York's Annual Conference, but I hope to meet with the affiliates at some point during the coming year...hopefully at the upcoming Northeast Professional Development Day in May 2007!

I have a request.....I would like to ask all of the Northeast affiliates to send me a brief note summarizing what's been happening in your area to include in the next edition of the "Northeast News" and/or NAEOP's affiliate newsletter. I am especially anxious to hear about any service projects or special recognition you would like to share.

Keep in touch! [CEberl@schools.nyc.gov](mailto:CEberl@schools.nyc.gov)

Cathy Eberle  
Northeast Area Director & Special Projects Chairman

## **NORTHWEST AREA**

Happy Holidays from the soggy NorthWET!!! We are experiencing high levels of rain and snowfall here in Washington; and as I write this, I've just returned from the Seahawk/Ram's game where thousands of people sat through a downpour (including me!) to watch Josh Brown kick the winning field goal for the Seahawks!!! Go, Hawks!

Leaving the stadium today, the thought crossed my mind that we, as NAEOP members, are much like a professional football team. If we don't put our all on the line, someone else will snap up the opportunity to go for the goal!

I am excited to report that we ARE putting our all on the line! It was a treat to spend five days in Wyoming at their fall Conference in Cody and to install the 2006-2007 officers. And, then to come home to Washington's fall Institute in Gig Harbor. Both events were similar, yet very different learning experiences for me and left me with more than great memories. They set the standard – the goal – for what I would like to do and be as Northwest Area Director these next two years.

I want to commend the following associations for affiliating with NAEOP this year. Affiliates are the voice of our association! Congratulations to: Oregon AEOP, Washington AEOP, Wenatchee Valley EOP, Tacoma AEOP, Boise State University AEOP, Oregon AES, Southern Idaho AEOP, Idaho AEOP, Yakima Valley AEOP, EOP of Spokane and Totem AESP. It's not too late to affiliate! You can download the affiliation form from the website, [www.naeop.org](http://www.naeop.org) Send it in today so your association can benefit from the many opportunities NAEOP has to offer!!

The Northwest Area Professional Development Day committee is hard at work selecting dates, speakers and a theme for our 2007 workshop. Be sure to stay tuned for details. Each affiliated association will receive a mailer detailing this annual event!

Of course, we are busy in the Northwest preparing for the 2007 Annual Conference and Institute at the Seattle Airport Doubletree Hotel, July 16-20, 2007. Watch for the registration information in the next NES Connector and.....you can get a head start on booking your tours by going to [www.alkitours.com](http://www.alkitours.com)! They are all listed on the front page of the website. Just click on 'Day Tours' right under the NAEOP cruise logo and away you go! I do hope you will take a minute to look them over and book those you want. If you have questions about the conference or the tours, please don't hesitate to contact me at [klrainbow@comcast.net](mailto:klrainbow@comcast.net) or co-chairman, Terri Cerna at [tcerna@nfsd.org](mailto:tcerna@nfsd.org). We're both anxious to make your trip to our beautiful state the best ever!

I do want to wish you all the best of holiday seasons! Enjoy every minute and remember that "Life is short. Eat dessert first!"

## Nominations & Elections

As this year's nomination and election process nears the end and the newly elected officers are soon to be announced, I want to take this opportunity to challenge each of you to think about running for NAEOP office for the 2008-2009 year. The officers to be elected are President Elect, Vice President, and Area Directors from the Northeast, Central, Northwest, and North Central Areas. The 2007 Nominations and Elections Chairman and committee will be soliciting candidates at the annual conference in Seattle, Washington. I encourage you to 'put your hat' in the ring and consider serving on the NAEOP Board. There is no experience like it!

We all know that we get out of an association that which we put into it. How better to 'put into it' than to serve on the Board of Directors and be on the cutting edge of decisions that are being made for our members? The camaraderie of the board is real; we work hard together – always for the benefit of the Association. Yes, we have different opinions and yet we are able to bring them all together for the good of all.

Once, a very long time ago, a long-time board member said to me, "Kathy, remember, we are in the business of making decisions for thousands of members – often the decisions take awhile to come into fruition because the needs of all the members are being addressed before the decision becomes final." That was the best advice I have ever received. Sometimes board decisions seem faulty to some, while others embrace them. Just remember...we are in the business of making decisions for thousands of members. It isn't always an easy task, but it is one that is done with much thought and careful consideration. It is a team effort! Wouldn't you like to be part of such a team?

Again, I encourage you to think about running for office! NAEOP needs YOU!

Kathy Lech, CEOE  
Northwest Area Director and  
Nominations and Elections Chairman

## **SOUTH CENTRAL AREA**

The Colorado EOP in Bloomfield, Colorado, hosted the first work session for the up and coming NAEOP Conference for 2008. Man, they are on top of things and on the ball! The meeting was a great success and much work was accomplished toward having six states help host the conference. This is a

big undertaking to have so many coordinate for a conference. As the trend they have set continues, the cooperation between so many members will be a blessing for the entire membership nationwide! It is a good omen to see so many faces making plans to be part of a national conference. This is the only way New Mexico could ever help in a conference with our state's small membership. We are looking forward to many more meetings and much work to be accomplished. Thank you, Colorado EOP, for the opportunity to serve.

The New Mexico State Conference was held on November 10 and 11, in Albuquerque, New Mexico. We had 20 members in attendance. Theresa Cote, NAEOP Vice President, was one of the marvelous presenters. She did an outstanding job encouraging us to "BEE" goal setters. Her bumble bee illustration sure made us see that all things are possible with setting our goals and writing them down. The Board of Directors is due a big thank you for allowing the officers to attend state conferences with their assistance. The national field service is always in need of revenue, and it is a good investment to encourage associations to donate to it. Without the field service program, the national officers would be more limited in their travel.

Trish Jones, CEOE  
South Central Area Director and  
Scholarship Chairman

## **SOUTHEAST AREA**

In October I had the privilege of attending the Georgia AEOP Fall Conference & Annual Meeting in Tybee Island, Georgia, and presenting a workshop. The meeting was well attended, and Debbie Walker and all the Georgia ladies were gracious hosts. Several other states had conferences around the same time which I was unable to attend; but I encourage you to send me your newsletters so that we can share with all members about your upcoming conferences and events.

The Southeast Area Professional Development Seminar is scheduled for March 23-25, 2007, at the Whispering Woods Hotel & Conference Center at 11200 E. Goodman Road in Olive Branch, MS 38654. [www.wwconferencecenter.com](http://www.wwconferencecenter.com) This site is just on the Mississippi/Memphis, Tennessee, line. Mrs. Janie Walters is our featured speaker and will be entertaining us with interactive sessions to include "Blow a Bubble not a Gasket", "The Garbage Truck Comes on Tuesday and Friday", "Teamwork: United We Stand, Divided we Need

Excedrin", "Three Cheers for Us", and "Laughing in the Shadows, Resting in the Shade"! The seminar promises to be an enriched weekend that you do not want to miss. Conference materials will be mailed in early January.

State responsibilities for 2007 Southeast Area Professional Development Seminar are:

**Mississippi:** Host/Attendance

**Arkansas:** Ways & Means (Each state president is responsible for providing a basket/box of items from their state for the Southeast Area fundraising activity)

**Florida:** Door Prizes (Each state president is asked to provide up to ten door prizes)

**Georgia:** Evaluations

**Kentucky:** Name tags

**Louisiana:** Certificates

I continue to need your help as a local or state affiliate about events in your area. Please email me news about your affiliate and members, and forward me membership lists with contact information including email addresses so I can include the members in email correspondence. I want to keep our members informed with various events and activities going on within your local and state organizations and the only way to do that is for you to send me the contact information. If you are a member and do not have an affiliate, let me know; I would like to work with you and others to try to organize an affiliate in your local area or state.

As Affiliations and Advisory Council Chairman this year, I have to ask, "Was your affiliate represented at Advisory Council this past year?" If not, please make sure you complete the forms and affiliate now with NAEOP! This is the way we, as members and as an affiliate, voice new ideas and concerns and discuss them! Exercise your right as a member to be involved and participate in *your* national organization! There are many benefits as an affiliate and as members of NAEOP!

I am here to serve YOU, so please contact me. I appreciate the opportunity to continue to serve NAEOP as Director and look forward to working with you, the affiliates, as we strive to Keep Dreaming, Keep Believing, and Keep a Rainbow in our Hearts for NAEOP!

Pam Posey, CEO  
Southeast Area Director and  
Affiliations/Advisory Council Chairman  
161 J. C. Bryant Road  
Hattiesburg, MS 39401-8447  
(h) 601-544-8275 or (w) 601-266-4886  
[Pam.posey@usm.edu](mailto:Pam.posey@usm.edu)

## SOUTHWEST AREA

The beginning of school and the arrival of fall seems like yesterday; and as I write this email, we are now preparing for the holidays and arrival of winter. I have enjoyed communicating with several Affiliate Presidents and I appreciate your efforts in renewing your affiliation with NAEOP!

The innovative outreach approach, presented by Utah AEOP, as a traveling workshop has caught on in the Southwest, with many local and state organizations offering "mini" workshops in various locations for a nominal fee! In my opinion, this approach may truly be the wave of the future—bringing professional development opportunities to our members. As you hold your workshops, will you please help me share the word about NAEOP membership and benefits by directing your members to the NAEOP website, [www.naeop.org](http://www.naeop.org), or by emailing me at [alliem@susd12.org](mailto:alliem@susd12.org). Additionally, as you finalize annual conference plans, will you please be sure to send this data to me or the national office so it may be publicized to all members.

The Southwest Area Professional Development Conference is scheduled for April 21-22, 2007, at the Doubletree Guest Suites Anaheim Resort/Convention Center in Anaheim, California. Conference brochures will be released within the next few weeks. The conference theme is "Attitude Is Everything", with workshops on "*Working Harder Not Smarter*"; "*Wrinkled Isn't What I Wanted To Be When I Grew Up!*"; "*Identity Theft & You*"; and "*How to Make Work More Fun Without Really Trying*." To reach as many potential attendees as possible, the conference brochure will be submitted to affiliate presidents in PDF format. May I seek your assistance in forwarding the brochure to all your members—extending an invitation to attend?

I enjoyed communicating with you and hearing about your association's successes. Please help me spread the word by submitting an article for the Southwest E-newsletter. Send your articles to [alliem@susd12.org](mailto:alliem@susd12.org).

Upcoming Events in Southwest Area:

California AEOP [www.caeop.org](http://www.caeop.org)  
Annual Conference: March 15-17, 2007  
San Francisco, CA  
President: Darrin Reed  
Email: [dreed@lagunabeachschools.org](mailto:dreed@lagunabeachschools.org)  
Phone: 949-497-7700 x 202  
Fax: 949-497-6021

Utah AEOP [www.graniteschools.org/uaeop/](http://www.graniteschools.org/uaeop/)  
Annual Conference: March 9-11, 2007, Provo UT  
President: Patricia Thompson  
Email: [goforthegoal\\_357@msn.com](mailto:goforthegoal_357@msn.com)  
Phone: 801.860-3091

Allie Faye Matthews, CEOE  
Southwest Area Director and  
Long Range Planning Chairman  
7541 S. Laurel Willow Drive  
Tucson, AZ 85747  
(w) 520.545.2041 or (h) 520.663.0451  
[alliem@susd12.org](mailto:alliem@susd12.org) or [alliematt@cox.net](mailto:alliematt@cox.net)

## NEWS FROM MEMBERSHIP CHAIRMAN

### AND COUNCIL CHAIRMEN

**Theresa Cote, Vice President and  
Membership Chairman**

#### NAEOP's 75<sup>th</sup> Anniversary

Did you know that NAEOP will celebrate its 75<sup>th</sup> anniversary in 2009? In celebration of our "Diamond Anniversary," we will be putting together an historical calendar of important events that have occurred since our 65<sup>th</sup> anniversary. This calendar will include lots of history of our association, as well as the names and birthdays of our members and their families. We'll start collecting information for the calendar later next year.

Also, in observance of our 75<sup>th</sup> anniversary, we will have a state doll contest. For those who have been members for a number of years, you will recall that each state used to have a state doll, and some of those dolls may still be around. If so, we'd like to invite you to bring them to the 2007 national conference in Seattle next July. We will have a table set-up in the Special Projects area to display the dolls. Members will have the opportunity to view the state dolls and to get an idea of how they might want to create a doll for their state. In order to have adequate space to display the dolls, please contact Theresa Cote by June 1, 2007, to let her know that you plan to bring your state doll. Please email her at [tcote@ksde.org](mailto:tcote@ksde.org), or you can call her at (785) 296-2303 or (785) 246-3105.

We look forward to the upcoming celebration of our association's 75<sup>th</sup> anniversary in 2009.

75<sup>th</sup> Anniversary Committee:  
Theresa Cote, Chairman (KS), Elverda "Butch  
Bender (IA), Connie Bergeson, CEOE (AR), Diane

Callaway, CEOE (DE), Allie Faye Matthews, CEOE (AZ), Deb Ryan, CEOE (NE)

**Dianne Jaquith  
Elementary Council Chairman**

As we are leaving a beautiful fall here in Vermont and heading into winter, I wonder how you are all doing. When we are together at our conference in the summer it is easy to forget we are spread out so far apart. I know we are all working with elementary students and staff and doing the same things basically; however, I'm sure we all do them a little differently.

I feel that right now the "crisis team" is very important to every school. Our students seem to have more situations in their life that need to be dealt with by everyone, including those of us in the office. Our teachers are expected to do more every day which means we have to help them more on top of our already filled days. What are some of the most important things you deal with every day in your job? I am thinking ahead to our council breakfast next year when I ask this question.

Please let me know so I can use this information at our breakfast in July. Feel free to contact me at [djaquith@barstow.k12.vt.us](mailto:djaquith@barstow.k12.vt.us) or [djaquith@pshift.com](mailto:djaquith@pshift.com)

Another wonderful way of finding answers and communicating is with the NAEOP list serve. I would encourage you to become a member, if you have not already done so. Directions on how to become a member of the NAEOP list serve can be found on the NAEOP web page.

With a dream and belief and a rainbow in our heart we are continuing to recruit new members and retain the members we have already. Don't forget to ask a newcomer or to remind someone you work with about our wonderful organization.

May you all have a wonderful and blessed holiday season!

**Vivian McIntyre  
Higher Education Council Chairman**

As I think back as to why I joined NAEOP, I can remember being at my state conference and wondering why some members were wearing a green ribbon and some were not. When I inquired, I was told that the members wearing green ribbons were NAEOP members. I decided right then and there that I wanted to know more about the national association, but the only way to know more, I decided, was to join the association and find out.

I did join and within a few years I had the opportunity to attend a NAEOP conference held in Atlanta, Georgia. I had never experienced anything like this before. The national conference was very different. I found it to be challenging and rewarding.

I have received experience, opportunity, and growth through my membership and involvement in NAEOP. I have held the following appointed positions: Higher Educational Council, High School/Vocational Council, Delegate, Credentials, Minutes Approval, Bylaws, Membership, Publications, Head Teller, Head Page, and Time Keeper just to name a few. I hold an Advanced Associate III and Certified Educational Office Employee in the Professional Standards Program. The opportunity to network and make friends from all over the United States is priceless. I would agree that membership is valuable and promotes life long learning. In addition, the national conference is always a lot of fun.

You are welcome to share my experiences with your fellow co-workers as a recruiting tool. Remember my challenge to you has been to recruit and retain one member and "Keep Dreaming, Keep Believing, Keep a Rainbow in Your Heart."

**Middle School/Jr. High Council Chairman  
Dottie Walker, CEOE**

This is the time of season that we take a longer look at the many blessings that have been bestowed upon us. We should be continually grateful and assist others when we can. If you are looking for just the right gift to give an associate, consider giving a NAEOP membership...especially if this individual has never joined NAEOP. If someone asks you what you want for a special event in your life, tell them about the NAEOP Conference coming up in July 2007. Join us. You will be glad that you did. Share the enthusiasm that is instilled in the members of NAEOP...*Keep Dreaming, Keep Believing, Keep a Rainbow in Your Heart!* You may email me at [Dorothy.Walker@cms.k12.nc.us](mailto:Dorothy.Walker@cms.k12.nc.us).

## NEWS FROM STATE AFFILIATES

### Minnesota AEOP

Greetings from Minnesota!  
We are the North Star State, the Gopher State, the Land of 10,000 Lakes (I wonder who counted them?) and it's here for all of you to visit in 2009!  
The Minnesota AEOP is already working on preliminary details for the 2009 NAEOP Conference

and Institute. We are very excited for the opportunity to host office professionals from across this great country of ours as NAEOP celebrates its 75th year - a diamond jubilee of sorts. You may want to make an immediate mental note that you will want to visit us in 2009. You will experience "Minnesota Nice" at its very best.

As President of MAEOP, I am very pleased to share with you some of our accomplishments from 2005-06.

- Our board members donated phone cards which were sent to soldiers who are family members of our MAEOP members.
- The MAEOP Messenger earned 3rd place in national competition. Special thanks to Nancy Shore, Editor, for her hard work and dedication to this great newsletter.
- MAEOP contributed funds to Hurricane Katrina victims who are NAEOP members.
- We were fortunate to be able to increase the student scholarship amount to \$750 beginning in 2006. Recipient of the 2006 Darla Scales Memorial Scholarship was a young lady from East Central High School in Finlayson, Minnesota.
- Area meetings were held in Blue Earth and St. Francis in spring, 2006.
- MAEOP will partner with the Minnesota School Boards Association (MSBA) in presenting a breakout session at the MSBA Officers' Training in February 2007. We feel this is a GIANT step toward having board members and administrators throughout the state get to know MAEOP better.
- The MAEOP Board approved the purchase of three bricks for the Jackie Evans Memorial Garden at the NAEOP office building in Wichita KS. One brick honors 2000-01 NAEOP President, our very own Sharon Griffiths. The second and third bricks will be in memory of two very special friends, and very active MAEOP members, who have gone on to their eternal home – past MAEOP president Darla Scales and former board member Betty Abraham.
- Our 58th Annual MAEOP Conference scheduled for October 2007 is in the planning stages at this time. It appears this conference will probably be held at a Minnesota resort area.

We look forward to receiving Affiliates in Action and learning what other affiliates are doing. The Minnesota AEOP would like to wish all of our fellow office professionals a blessed holiday season. May you all experience good health and happiness as we give thanks for our many blessings and pray for peace throughout the world.

Marilyn Schultz, President  
Minnesota AEOP

## Nebraska EOPA

The Nebraska Educational Office Professionals Association (NEOPA) has had an active fall season. We held a successful fall workshop hosted by local affiliate WEOPA in Wayne, Nebraska, at Wayne State College in October. We tied in a service project with Haven House, a shelter for battered women in Nebraska. Many women and children received items that our members donated on their behalf.

We completed a summer blood drive, as we did last year. Sixty-six of our members contributed blood to the Red Cross on behalf of NEOPA. This cause is a passion of one of our members, and she has followed through with coordinating it for us in our state for the past two years.

While the service projects that we have reinstated over the last couple of years are exciting, we are also excited about the prospects of *servi*ng our members. I have always appreciated the four aspects of NAEOP – Service, Recognition, Information and Fellowship. I understood all but the service aspect. In talking with a fellow NEOPA member this summer, I finally *really* understood what service to our members meant.

As part of our service to our members this year, we put a brief web survey on our website. We asked our members to tell us their three greatest challenges at work. Submitting a name was optional. We had a good response and have gathered the comments. The comments have been used as a base to plan our spring conference. We looked at what our members said they needed to help them in their office situations. I am very excited that we are able to tailor-make a conference for them.

In preparation for our spring conference, we also decided to form a partnership with our community college here in Lincoln. They have a great facility and access to speakers that we don't always know about. We think we will be able to offer a great conference to our members, as well as to people throughout our area of Nebraska. Time is the new commodity, and we all know that we have less and less of it. Partnering with SCC will benefit both our groups as we begin this journey.

We are also excited that Linda Sockwell, CEOE, our NAEOP President-elect has agreed to come and speak about "How to be the Perfect Assistant to Your Boss" at this conference. Her topic fits perfectly with what our members need to hear. As we learned in the book "Millennium Membership," *it*

*is all about the member.* We in Nebraska are endeavoring to make our members feel proud about being a NEOPA and NAEOP member, and exploring ways that we can continue to serve our members.

Carol Bom, CEOE, President  
Nebraska EOPA

## Washington AEOP

The WAEOP Fall Institute, "*Catch the Wave, Balance the Boat*" had nearly 100 members in attendance. We had invited President Gloria Tisdale to join us at the Inn of Gig Harbor, which is located in a small town near Tacoma, Washington. Again this year we had a great variety of raffle baskets and our annual Harvest of Talents Country Store, as our fundraiser for the WAEOP Scholarship Fund. The Country Store and the Raffle Baskets brought in more than \$1200 for the WAEOP Scholarship Fund.

We had several representatives from the School Employees CU on a variety of topics, such as, Identity Theft and Know Your Credit Score, Budgeting and Goal Setting, and Investment 101. There were drawings, anecdotal stories, and excellent information shared during each session.

The Sunday session, *Staying Balanced for the Working Woman*, covered strategies for finding balance in the turbulent seas of multiple expectations. The presenter helped us to visualize what is out of balance in our lives and how to develop a plan for change.

At the Saturday evening banquet, we honored those members who had obtained a PSP Certificate during this past year. We had approximately ten members who were able to attend and be honored this year. We also had the privilege of presenting the First Place Website Award that WAEOP received during the 2006 National Conference in Dallas. Diana Cruz, our Website Manager and a retired WAEOP member, resides in Vancouver, Washington, and was able to join us to accept her award.

At the WAEOP board meeting preceding the Institute, the board collected hats and gloves as their humanitarian project for this meeting. There was a great variety of hats and gloves distributed to the board members to take back and disburse within their communities.

Paula Jo Brave  
Washington AEOP PR / Website Liaison

## NEWS FROM LOCAL AFFILIATES

### News from Orange County AOP

Orange balloons led the way up to El Morro Elementary, with signs directing the attendees to the 2nd Annual OCAEOP Mini Conference on Saturday, November 4. It was a beautiful blue skied day, and the attendance was 25 allowing for more personal attention in each break-out session. We had a brief meet-and-greet opening which gave some old friends an opportunity to re connect over Starbucks, croissants, fruit, and doughnuts. Jeanne Davis of CAEOP and OCAEOP introduced Dr. Lynn Bogart who spoke on "Leadership: an Art of Possibility." It was an exciting start to the day.

Before we convened our first session, I gave a history of the organization to date including the highlights such as our participation in the Relay for Life, the AIDS Walk Orange County, and the anniversary of our group which was started just two years ago on October 29, 2004. Some exciting news for us includes the final filling of our 5013c paperwork and our new insurance coverage bringing us to the big league! Not only did this 2nd Annual Conference bring together five different districts in our county, but we also gained four new members and interest from some others as well.

The break-out sessions were amazing; Gene Bowan from Zuk and Associates not only explained some of those hard to understand tax secrets to make your retirement planning go better, but he also extended a opportunity for any of our members or conference attendees to make a free appointment with him to analyze better each individual and assist in proper planning for our futures.

Victor Guthrie, Director of Technology for Laguna Beach Unified School District gave two outstanding sessions on Web Page design. Everyone in the room had a web page up and running by the end of their 90 minute session. The reviews were great.

We had a lovely view of the ocean during our OCTFCU sponsored lunch break and enjoyed a great spread including Submarine sandwiches, cheese and fruit platters, chips, deviled eggs, veggies and dip, brownies and cookies, and more! To add to the fun, we gave away enough door prizes that no one left empty handed, including our presenters who got special gifts.

During lunch CAEOP had a table and spoke to many attendees about the upcoming conference. Orange County Teachers Credit Union also was on

hand during lunch to assist members with changes to their accounts. I know a couple of our 10 month employees set up Summer Saver accounts and it was great to have them there. We were all out by 1:30, off to enjoy a week end with our newly gained knowledge.

It was an amazing Saturday, and I can't wait to see our new and long-time members at our upcoming events including our first annual Bosses Night Dinner at Rutabegorz Restaurant located at 158 S. Main Street, Tustin, CA 92780 on December 5. We are also planning another professional development opportunity and meeting at Irvine Unified School Districts board room on January 29.

The year is really ending well with Orange County Association of Office Professionals, and we all look forward to the State Conference in San Francisco, March 17, 18 and 19. Big thanks to the state organization that has helped guide our new affiliate into 2007. We are proud to be making a difference.

Allison K. Cutler, OCAEOP President 2006-07  
[acutler@lagunabeachschools.org](mailto:acutler@lagunabeachschools.org)

## NEWS FROM FOUNDATION

(partial article reprinted from first issue)

### NAEOP Foundation - "Paving the Way"

The **PAVING THE WAY** project was started at the conference in Dallas. This project was established to enhance the Jackie Evans Memorial Garden at the national office. Brochures were distributed. Approximately 50 bricks were sold and brochures taken to return later. NAEOP members may have their name on the brick, or they can honor their administrator, association past presidents, family members, or memorialize a loved one. To date we have received funding for bricks for honorary members, office professionals of the year, past presidents, scholarship winners, NAEOP past presidents, and NAEOP members. Brochures/order forms can be obtained by calling or emailing the national office.

Elverda "Butch" Bender, President  
NAEOP Educational Foundation, Inc.  
1122 West 2nd St.  
Cedar Falls, IA 50613-2230  
(319) 266-6781  
Email: [elverda@mchsi.com](mailto:elverda@mchsi.com)

## NOTE FROM NEWSLETTER EDITOR

As an affiliate president, you are the first NAEOP members to receive this newsletter each quarter. Please forward this to your members. The NAEOP Board of Directors wants to keep the members informed and this is but one way – please share information. As a member, I have enjoyed reading about the various projects our locals and state affiliates are participating in and the types of workshops and seminars being offered to our members. Please continue to send me this information.

A special thanks to the Affiliations Committee for help in gathering articles and assistance in proofing these first two issues. Other members will be added and announced in the next issue. Present members include: Carol Bom, (NE), Melissa Carpenter (MS), Judy Gagnier (NY), Pam Lehnen (AR), Martin Saenz (TX), Debbie Walker (GA), Lois Sawyer (VA), Sue Kerrigan (MO), Darrin Reed (CA), Karen Franklin (VA), and Mary Sumrall (MS). Gayna Warren (CO), Jean Fankell (WA), and Pat Fleming (MD) are serving as advisors.

Remember that we want to hear from you! Thanks to those state and local affiliates that have shared thus far, and I look forward to reading about *YOUR* local and/or state in the next issue of “*Keeping Affiliates Active!*”

Pam Posey, CEOE, Editor  
[pam.posey@usm.edu](mailto:pam.posey@usm.edu)

### Affiliate Newsletter Deadlines

**August 15**  
**November 15**  
**February 15**  
**May 15**