***USM AOP Board Meeting***

*March 12, 2021*

1. Call to Order 10:00 a.m.
2. Recognition of Guests or New Members-none
3. Adoption of Agenda n/a
4. Approval of Minutes n/a
5. Inspiration n/a
6. Communications- n/a
7. Review of USM AOP General Meeting Agenda
   1. President (Valerie Craig)
      * 1. Review of the Agenda for the March General Meeting
        2. Looking to put together a new newsletter for Spring.
           1. Will ask for feedback to make improvements.
        3. Dues increasing to $10 annual versus $5.
        4. USM AOP Newsletter submitted for NAEOP award.
        5. Everyone needs to update their report as previously submitted for March.
        6. Speaker will be Andrea Philips and goal will be to understand who does what in their office.
        7. Community Service completed initial donations for Fieldhouse for Homeless and started new collection.
        8. Need to submit updated reports from Officers and Committee Chairs by Monday morning
        9. Discussion about using MachForms to register people for sessions.
        10. Will need to have meeting in March so Andrea Phillips can present.
8. Old Business- n/a
9. New Business- n/a
10. Announcements-n/a
11. Adjournment 10:08