



Resume Writers Council of Arizona

DRAFT

January 20, 2022 • Virtual Meeting and Program

Present: 10 members

Ríco Burton, Brenda Cunningham, Jeri Hird Dutcher, Amanda Miller, Valerie Mittelman, Maureen McGarrigle, Valerie Mittelman, Martha Rockwell, Donna Tucker, Lucie Yeomans.

Call to Order at 11:30 a.m.

Meditation: “If you can't fly then run, if you can't run then walk, if you can't walk then crawl, but whatever you do, you have to keep moving forward.”
Martin Luther King Jr.

Agenda: adopted.

Meeting Minutes: No minutes for December holiday party. November 18, 2021, meeting minutes not sent to group. Will be voted on at next meeting.

President's Report:

- Will do membership campaign after launching HR Forum. Lucie and Donna are part of team. Looking to expand beyond resume writers to include industry-related career professionals. Website will be updated to possibly include online membership application and payment.
- Thanks to everyone who forward design contacts for updating the logo. Rico has contacted one who will create a logo that is unique to RWCA.

Treasurer:

- In Lori's absence Rico reminded members of \$25 scholarship offer to purchase a book on Amazon.
- No treasurer's report but Lori indicated all members renewed for 2022.

Vice President's Report:

- Program calendar sent with meeting notice. Member birthdates added this year.
- Based on input from members, Lucie will be reaching out to experts in different industries for writing tips that will be added to monthly meetings. A roundtable discussion of technology tools and tips will also be added so she would like feedback from members on their favorites. The March meeting will be Michelle Carroll, Career Thought Leaders, instructor on career transition certifications and, in April, Thomas Powner on LinkedIn best practices.
- HR Forum panel finalized week: LinkedIn, Intel, WeCruitr.io, CollegeRecruiter.com, PowerToFly. Theme is Trends Transitions and Takeaway for 2022.
- Putting together HR Forum eBook so Lucie is looking for input from members such as templates, articles, blog posts to include.
- Save the Date: please push out and invite any professionals you know. Not limiting to Arizona. Registration opens Monday.

Other Business:

- Rico, Jeri and Amanda submitted and reviewed their vision boards. Brenda showed one she created at a vision party.
- Martha shared her meditation for the day.

Meetings:

- **January 20, 2022 Meeting:** Ellen Steverson, NCRW, NCOPE, CCMC, GCDF, CEIC, the creator of the 6-week NRWA Best Business Practices Course (formerly known as Sales Mastery Course) shared her expertise with RWCA as she presented Growing Your Resume Business in 2022: 8 Different Steps.
- **February 20, 2022 meeting:**
 - HR Forum (virtual), 11:00 a.m. – 1:30 p.m.
- Next Board Meeting, virtual, January 31, 12 p.m. All members are welcome to attend.

Meeting adjourned: 1:06 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "m mcgarrigle". The signature is written in a cursive, lowercase style.

Maureen McGarrigle
Secretary