



# How to Join

## Who May Join?

Full or Part Time  
Paid or Volunteer  
Office, Financial, and  
Membership Secretaries  
Administrative Assistants

## How Much Does It Cost?

GAC Membership Dues: \$35.00

Complete the form on reverse side  
and send GAC dues to:

**Salem UMC,  
Attn: Annette Harmon  
3962 Salem Rd.,  
Covington, GA 30016**

National Membership Dues:  
\$50.00

**Join National PAUMCS  
at [PAUMCSMembership.org](http://PAUMCSMembership.org)**

## Executive Committee

**President:** Jackie Powers  
Gainesville First UMC: 770-536-2341

**Vice President:** Charlene Carr  
Tifton First UMC: 229-382-6100

**Recording Secretary:** Lesley Baskette  
Commission on Higher Education:  
770-854-7283

**Treasurer:** Annette Harmon  
Salem UMC: 770-786-6027

**Newsletter Editor:** Karen Whitehead  
Bethlehem First UMC: 770-867-3727

**Membership Secretary:** Kathy Cawthon  
Greensboro First UMC: 706-453-7064

**Secretary of the Year:** Ruth Sims  
Cairo FUMC: 229-377-3051

**Finance:** Denise Wilson  
LaGrange District Office: 706-882-3343

**Ways and Means/By-Laws:** Ruth Sims  
Cairo First UMC: 229-377-3051

**Scholarship:** Josie Hickom  
Rome-Carrollton District Office  
706-291-6115

**Nominations:** Denise Louis  
Wesley Chapel UMC: 770-957-4728

**Publicity:** Lesley Baskette  
Commission on Higher Education:  
770-854-7283

**PTS:** Angela New  
Eatonton First UMC: 706-485-5871

**Sunshine:** Natha Harris  
Emeritus: 678-296-3920



# GAC PAUMCS

## Georgia Chapter

## Professional Association of United Methodist Church Secretaries

## Other ways to get connected to GA PAUMCS...

If you have prayer requests,  
email Natha Harris  
[flaff50@comcast.net](mailto:flaff50@comcast.net)

Visit our Web Site:  
[www.ga-paumcs.org](http://www.ga-paumcs.org)

OR  
join us on Facebook at  
[https://www.facebook.com/pages/  
Ga-Paumcs/275040582636419](https://www.facebook.com/pages/Ga-Paumcs/275040582636419)



# Join Us!

[www.ga-paumcs.org](http://www.ga-paumcs.org)

# GAC PAUMCS

The **Georgia Chapter (GAC) of United Methodist Church Secretaries** is related to the Professional Association for United Methodist Church Secretaries-PAUMCS.

The purpose of PAUMCS is to establish a method for training and certifying United Methodist church secretaries.

It is the desire of the organization to provide a supportive base for the unity and fellowship of its members, to provide opportunities for professional development, continuing education, and spiritual enrichment as we promote individual growth.

**GAC** shall promote high standards of professionalism and ethics for the Georgia Secretaries.

**GAC** shall serve as an advocate of those emerging concerns that affect United Methodist church secretaries.

**GAC** shall encourage participation in the training and certification programs by its members.

**GAC** shall encourage membership in the National PAUMCS.

## History

The Professional Association for United Methodist Church Secretaries (PAUMCS) was organized April 14, 1982, in Dallas, Texas. At this meeting, the new Association elected officers, established a quarterly newsletter, adopted a working set of By-laws, and laid plans to organize chapters within annual conferences, and to hold a national meeting annually.

The South Georgia Conference Chapter held its organizational meeting May 27 -29, 1982, at Epworth by the Sea. It was established in conjunction with the National Association. At the 1986 annual meeting, the members voted to change the name to Georgia Chapter (GAC) so that it would include all secretaries in the Georgia Area who wish to become a member of the Association. The set of working By-laws for the National Association were used as guidelines for the Georgia Chapter By-laws.

## Logo



The design of our official logo is the chain which represents the vital link of the church secretary; the triangle within signifies the Trinity; and the United Methodist Church is represented by its emblem of the cross and flame.

## Opportunities

\* Workshops such as office management, time management, public relations, and communications.

\*Continuing Education through workshops at the Georgia and National Conferences.

\* Professional leadership, focusing on the total church office.

\* A way in which to share your knowledge and experience and to learn from others in similar situations.

\* A Newsletter "The Georgia Link" from Georgia with up-to-date news from the officers and members and important upcoming dates and events is sent out three times a year.

\* A connection for Resource Information across Georgia and over the United States.

\* Certification as a professional United Methodist Church Secretary is offered through the General Council on Finance and Administration. The program is currently held in Nashville, TN. More information can be received by contacting the GCFA headquarters in Nashville, TN. A requirement for entering the certification program is that the person be a member of the National chapter of PAUMCS.

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To learn more about  
National PAUMCS go online to:  
[www.paumcs.org](http://www.paumcs.org)

## Georgia PAUMCS Membership Form

Enroll me as a New Member \_\_\_\_\_

Renew my Membership \_\_\_\_\_

Emeritus Member \_\_\_\_\_

Date of Retirement \_\_\_\_\_

Name \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

Personal E-Mail Address: \_\_\_\_\_

Date of Birth \_\_\_\_\_

Place of Employment \_\_\_\_\_

Title \_\_\_\_\_

Business Address \_\_\_\_\_

Business Phone \_\_\_\_\_

Fax Number \_\_\_\_\_

Business E-Mail: \_\_\_\_\_

Certified: Yes \_\_\_ No \_\_\_ Year \_\_\_\_\_

National Member? Yes \_\_\_ No \_\_\_

District \_\_\_\_\_

Conference : NGA \_\_\_\_\_ SGA \_\_\_\_\_

Skills or talents that I can offer  
PAUMCS or areas in which I would like  
to help!

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