First name	Last name	Department Name	Course Title	Date Completed	Course Status
Brian	Best	Watertown	Preventing Sexual Harassment NY Employees	8/13/2020	Completed-Passed
Connie	Campany	Watertown	Preventing Sexual Harassment NY Employees	8/13/2020	Completed-Passed
Kurt	Gehrke	Watertown	Preventing Sexual Harassment NY Employees	9/8/2021	Completed-Passed
Justina	Jarrard	Watertown	Preventing Sexual Harassment NY Employees	8/13/2020	Completed-Passed
Riley	Keenan	Watertown	Preventing Sexual Harassment NY Employees	8/26/2020	Completed-Passed
Edward	Kreutter	Watertown	Preventing Sexual Flarassment for Managers - NYS &	8/26/2020	Completed-Passed
Nathaniel	Matteson	Watertown	Preventing Sexual Harassment NY Employees	8/14/2020	Completed-Passed
Nancy	Mcgregor	Watertown	Preventing Sexual Harassment NY Employees	9/1/2020	Completed-Passed
Lesley	McKinney	Watertown	Preventing Sexual Harassment NY Employees	12/15/2020	Completed-Passed
Daniel	Mount	Watertown	Preventing Sexual Harassment NY Employees	8/14/2020	Completed-Passed
Heather	O'Hara	Watertown	Preventing Sexual Harassment NY Employees	8/13/2020	Completed-Passed
Cortney	Shatraw	Watertown	Preventing Sexual Harassment NY Employees	8/26/2020	Completed-Passed
Stanley	Soboleski	Watertown	Preventing Sexual Harassment for Managers - NYS &	8/14/2020	Completed-Passed
Michael	Stoffel	Watertown	Preventing Sexual Harassment NY Employees	8/12/2020	
Penny	Woolf	Watertown	Preventing Sexual Harassment for Ivianagers - IN Y S &	8/26/2020	Completed-Passed Completed-Passed

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https://evolveelearning.com/

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## **Edward Kreutter**

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8/26/2020

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### Michael Stoffel

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### Justina Jarrard

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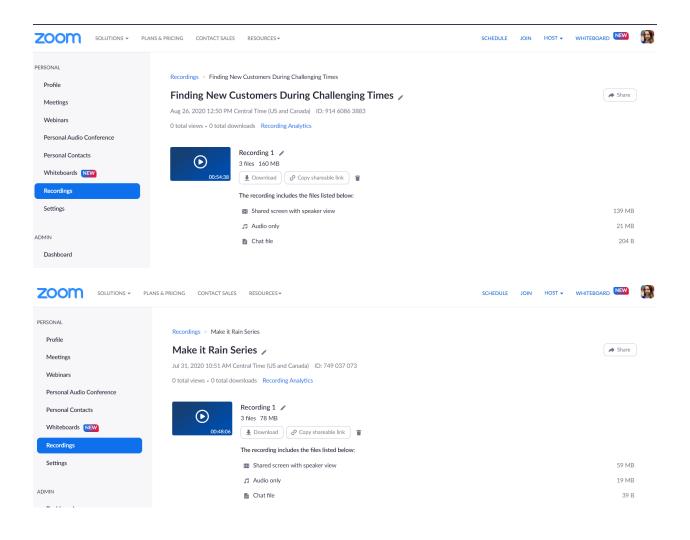
**Preventing Sexual Harassment NY Employees** 

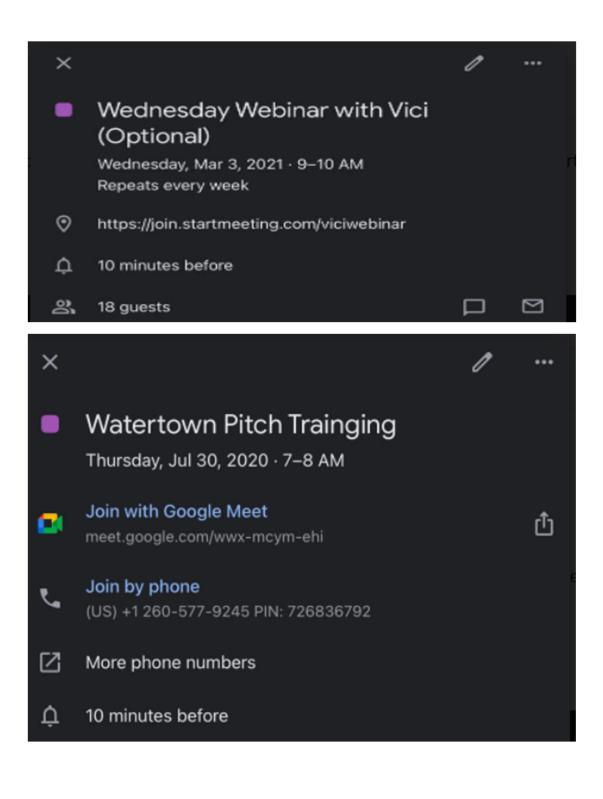
8/13/2020

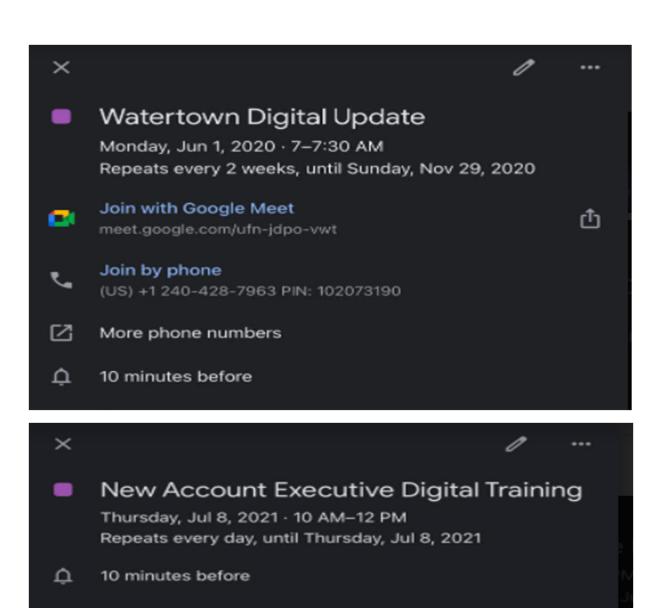
DATE

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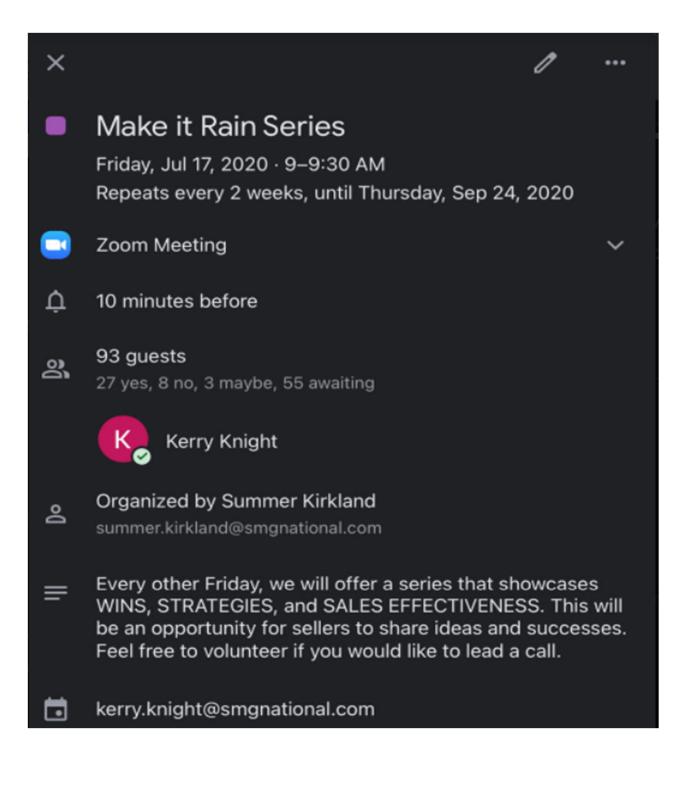


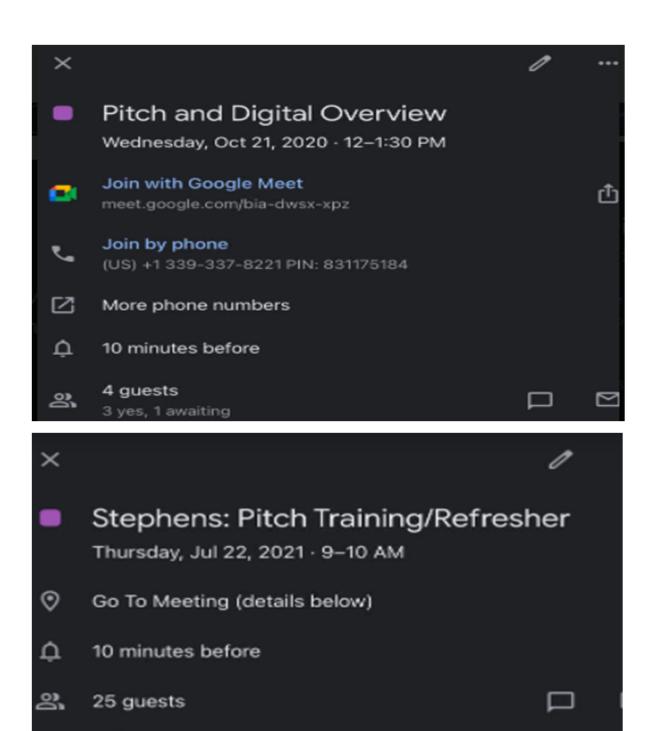
 $\boxtimes$ 

24 guests

13 yes, 1 maybe, 10 awaiting

2





### Gena Mitchell

From:

Zoom <no-reply@zoom.us> Tuesday, April 6, 2021 2:54 PM

Sent: To:

gena.mitchell@smgok.com

Subject:

Cloud Recording - Mastermind Meeting is now available

Hi Gena Mitchell,

Your cloud recording is now available.

Topic: Mastermind Meeting

Date: Apr 6, 2021 11:22 AM Central Time (US and Canada)

Click here to view your recording (this link can be used only by the host):

Copy the link below to share this recording with viewers:

Thank you for choosing Zoom.

-The Zoom Team

### Gena Mitchell

From:

gena.mitchell@smgok.com

Sent:

Tuesday, August 24, 2021 11:47 AM

To:

Laurie Hammermeister; Janette Storer; 'Stephanie Lancaster'; 'Damien Galarza'; Jay

Donovan; 'Dawn Merz'; 'Michael Ninnie'; 'Laurie Zsedely'; Mike Downhour; Doug Gann;

Monica Tovar

Cc:

'Gena Mitchell'

Subject:

\*\*Manager's Call Today 12 PM CST\*\*

Importance:

High

Team:

David is inviting you all to join the Manager's Mastermind Call this week, it is not mandatory due to the short notice, but David will be sharing some new information on SMG Exchange and wanted to give each of you an opportunity to listen and discuss.

Meeting 12 PM CST - 2 PM CST

Join Zoom Meeting

Meeting ID: Passcode:

For those unable to join, we will fill you in on anything missed separately.

Please do not forward this to anyone to join in your absence, this call is intended for Managers/DOS only.

Thank you,

Gena Mitchell, MBA

Executive Assistant to David Stephens

**Stephens Media Group** 

2448 E 81st St., Suite 5700 | Tulsa, OK 74137

Business Phone: (918) 492-2660 ext 207

Email: gena.mitchell@smgnational.com

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### Manager? Dus

### Gena Mitchell

From:

Gena Mitchell <gena.mitchell@smgnational.com> on behalf of Gena Mitchell

Sent:

Tuesday, August 31, 2021 10:25 AM

To:

Jay Donovan; Dawn Merz; Michael Ninnie; Laurie Zsedely; Doug Gann; Mike Downhour;

Stephanie Lancaster; Damien Galarza; Janette Storer; Monica Tovar; Laurie

Hammermeister

Cc:

Gena Mitchell

Subject:

SMG Exchange Update Today - 12 PM CENTRAL (See Zoom Link)

Importance:

High

Managers & DOS:

You are invited to join the weekly Mastermind call today, to go over upcoming updates/changes to SMG Exchange.

Today – Tuesday August 31, 2021

Time: 12:00 PM CST - 2:00 PM CST

Join Zoom Meeting

Meeting ID: 977 0320.495

Passcode: 852150

This call is for managers & DOS only, please do <u>not</u> forward this link to anyone to join on your behalf. If you miss out on this call please let me know and we can schedule time with David to get you caught up on Exchange.

Let me know if you have any questions.

Thank you,

Gena Mitchell, MBA

Executive Assistant to David Stephens

**Stephens Media Group** 

2448 E 81st St., Suite 5700 | Tulsa, OK 74137

Business Phone: (918) 492-2660 ext 207

Email: gena.mitchell@smgnational.com

### Gena Mitchell

From:

David Stephens david stephens on behalf of David Stephens

Sent:

Tuesday, October 12, 2021 9:57 AM

To:

Market Managers; Jessica Foster; Jody Westervelt; Laurie Zsedely; Michele Mussio;

Monica Tovar; Brent Phillipy

Cc:

Gena Mitchell; Kerry Knight

Subject:

MEETING TODAY!

Team,

Today, from 12 noon to 2pm CENTRAL TIME, we have a mastermind group meeting for a select number of managers. Today, I'm inviting ALL Managers and ALL REPS to attend. The zoom link is at the end of the email.

This meeting is **NOT MANDATORY** unless you are in the mastermind group. However, I would encourage you AND YOUR REPS to attend.

Why is that?

Because today, I'm going to demonstrate a technique I call:

"Prospecting In Under 4 Minutes."

In less than four minutes, I will show you how to find EVERYTHING YOU NEED to call a prospect BEFORE picking up the phone.

### Here's what to expect:

- 1) We'll watch a two minute video on an exchange product
- 2) We'll create a format for you to keep all your notes in
- 3) We'll pick a category for you to call
- 4) We'll find everything we need in less than four minutes to make our introductory call.
- 5) I'll share a call script you can begin using to set up prospecting meetings.

When this explanation is complete, you will actually start work on this yourself

### By the end of our time together, everyone on the call will have:

- 1) Created a note taking format for all future prospecting
- 2) Started research in a category
- 3) Have 10 prospects ready to call
- 4) Have a call script to use when calling.

### Here are 10 categories you can choose from:

- 1) Home improvement
- 2) Plumbing services
- 3) Heating & cooling repair
- 4) Auto repair & service
- 5) Furniture Stores

- 6) Tree Service
- 7) Pest Control Service
- 8) Veterinary Clinic
- 9) Daycare Centers
- 10) Nursing Homes

Again, this is last minute and NOT MANDATORY! However, I want you to invite EVERY REP to attend.

See some of you in a couple of hours...remember 12 noon CENTRAL TIME. Zoom link below:

David



### **Gena Mitchell**

Sales Mentorship 3 Training

Subject:

Accountability Group: Zoom Meeting

Location:

https://smgnational.zoom.us/j/83509361/

Gud OC9oRkdxM0JsQTZEUk XR2t51jQtQT08

Start:

Tue 10/19/2021 2:00 PM

End:

Tue 10/19/2021 3:00 PM

Recurrence:

(none)

**Meeting Status:** 

Meeting organizer

Organizer:

gena.mitchell@smgnational.com

Gena Mitchell is inviting you to a scheduled Zoom meeting.

When: Tuesday - October 19th

Time: 12:00 PM Pacific, 2 PM Central, 3 PM Eastern

Join Zoom Meeting

https://smgnational.zoom.us/

Meeting ID: 835 0936 1461

Passcode:

One tap mobile

+16699006833,,83509361461# US (Sam Jose) 12532158782,,83509361461# US

+(Tacoma)

Dial by your location

+1 669 900 6833 04 (Sam Joše) +1 253 215 8782 05 (Tacoma) +1 345 248 7799 1/5 (Houston) +1 920 205 6099 US (New York) +1 391 715 8592 US (Machington PC) +1 312 926 6799 US (Chigago) 689 788 0000 US Toll-free

Meeting ID: 835 0936 1461

Find your local number: https://smgnational.zoom.us/a/kell1z

Jan 2021 - Dec 2021

### Zoom Calendar Appt / Meetings Masterminals Sales Mentorship 3 Training Meetings Meetings Meetings

**Meeting Templates** 

Upcoming Previous Personal Room 01-01-2021 to 12-31-2021 Schedule a Meeting (/meeting/schedule) Dec 28, 2021 12:00 PM - 02:00 PM Occurrence 50 of 50 Mastermind Meeting Meeting ID: 9 Dec 21, 2021 12:00 PM - 02:00 PM Occurrence 49 of 50 Mastermind Meeting Meeting ID: Dec 14, 2021 12:00 PM - 02:00 PM Occurrence 48 of 50 Mastermind Meeting Meeting ID: 277 0820 4958

Dec 7, 2021

12:00 PM - 02:00 PM

Occurrence 47 of 50

Mastermind Meeting

Meeting ID: 977 0320 4959

Nov 30, 2021

12:00 PM - 02:00 PM

Occurrence 46 of 50

Mastermind Meeting
Meeting ID: #77,0320 1758
No. 22 222
Nov 23, 2021
12:00 PM - 02:00 PM
Occurrence 45 of 50
Mastermind Meeting
Meeting ID: 2770020 4753
Nov 16, 2021
12:00 PM - 02:00 PM
Occurrence 44 of 50
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Meeting ID: Meetin
Nov 9, 2021
12:00 PM - 02:00 PM
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Meeting ID: 977  12:00 PM - 02:00 PM  Occurrence 42 of 50  Mastermind Meeting  Oct 26, 2021  12:00 PM - 02:00 PM  Occurrence 41 of 50
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Occurrence 26 of 50

Mastermind Meeting

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Jun 15, 2021 12:00 PM - 02:00 PM Occurrence 22 of 50 Mastermind Meeting Meeting ID: 977 0020 4953 Jun 14, 2021 10:00 AM - 11:00 AM Occurrence 2 of 3 Ardmore Monday Meeting Meeting ID: 949 1009 5698



12:00 PM - 02:00 PM Occurrence 21 of 50 Mastermind Meeting (/meeting/97703204953?occurrence=1623171600000) Meeting ID: 977 0320 4953 Jun 7, 2021 04:00 PM - 05:00 PM

Jun 1, 2021

12:00 PM - 02:00 PM

Occurrence 20 of 50

Mastermind Meeting
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	Mastermind Meeting
	Meeting ID: 477 0320 4953
	Feb 2, 2021
	12:00 PM - 02:00 PM
	Occurrence 3 of 50
	Mastermind Meeting
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	Jan 26, 2021
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	Mastermind Meeting
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	Occurrence 1 of 50
State Comment	Mastermind Meeting
	Meeting ID: 477 0320 4953
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### Save time by scheduling your meetings directly from your calendar.

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Download

(/client/latest/ZoomOutlookPluginSetup.msi)

Meetings Client

Zoom Rooms Client

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Download

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### **Gena Mitchell**

Subject:

Watertown Futuri Training

Location:

https://futurimedia.zoom.us/

Start:

Tue 1/25/2022 11:00 AM

End:

Tue 1/25/2022 12:00 PM

Recurrence:

(none)

Meeting Status:

Meeting organizer

Organizer:

gena.mitchell@smgnational.com

Watertown - Futuri Training

Tuesday – January 25, 2022

12:00 PM Eastern | 11:00 AM Central

Join Zoom Meeting

https://futurimedia.zoom.us/

Meeting ID: 919 4505 4811