



**NCEAPA EXECUTIVE BOARD MEETING  
Minutes  
March 3, 2016 – 3:30 p.m.  
Cumberland County Center**

**2015-2016 Officers**

Susan Johnson – President

LaToya Lucy – 2<sup>nd</sup> Vice President

Carmen Boswell – Treasurer

Sandy Kanupp – Advisor

Becky Castello – 1<sup>st</sup> Vice President

Dana Braswell – Secretary

Christine Barrier – Parliamentarian

Teresa Story – Federation Officer

- President Susan Johnson called the meeting to order at 3:35 p.m.
- Susan Johnson welcomed everyone and gave thanks for coming.
- Roll Call was given by Dana Braswell.
  - Susan Johnson – present
  - Becky Castello – present
  - LaToya Lucy – absent
  - Dana Braswell – present
  - Carmen Boswell – present
  - Sandy Kanupp – present
  - Christine Barrier – present
  - Teresa Story – present
  - Andrea Brooks – present
  - Margaret Brown – present
- Christine Barrier, Parliamentarian verified that a quorum was present and clarified that only the Executive Board can vote. Executive Board consisting of Susan Johnson, Becky Castello, Latoya Lucy, Dana Braswell, and Carmen Boswell.
- Members reviewed agenda. Motion made by Becky Castello to accept agenda as presented. Seconded by Carmen Boswell. Motion passed unanimously.
- Thought for the day was shared by Becky Castello, titled “Seven Wonders of the World”. (1) To See; (2) To Hear; (3) To Touch; (4) To Taste; (5) To Feel; (6) To Laugh; and (7) To Love

- Becky Castello made motion to approve the September 23, 2015 minutes as posted on the web at <https://sites.google.com/a/ncsu.edu/ncceaps.home>. Seconded by Carmen Boswell. Motion passed unanimously.
- Carmen Boswell gave an update on the Treasury Account Balances which are as of March 4, 2016: Checking Balance \$4,629.18; Money Market Account \$15,351.11; Shares Account \$61.51 for a total of \$22,751.70. No Motion Needed. (see attached copy).

#### Old Business

- Award Submissions – Susan Johnson shared that some of the comments she has heard were that the process was too complicated and there was not enough time to submit nominations. After discussion, the Executive Board decided to send out call for nominations on May 1<sup>st</sup> and send reminders in June, July with the deadline remaining August 1<sup>st</sup>. Decision was made that one e-mail will go out listing all available awards and will be sent to list serve from each district, all District Extension Directors, all County Directors and all Administrative Assistants.
- Susan Johnson has been working with Shelia Ange and Becky Castello on the Awards page on the website. The page has been updated and links are now available. If you find a link that is not working, please e-mail Shelia Ange.
- Susan Johnson shared that the Horn of Plenty will be held on Thursday, August 11<sup>th</sup> in Guilford County, Winston Salem. She has reached out and shared that we are available to help if needed. She was told that if our help was needed it would come from Sheri Schwab.

#### New Business

- Carmen Boswell shared the proposed budget with the Executive Board for information only.
- 2016 Distinguished Service Award, 2016 Sue Mills Lighthouse Award and the 2016 Executive Board Award – Becky Castello shared that information for all awards has been updated on the website and she will be sending out one e-mail that includes all awards on May 1<sup>st</sup> and the deadline for all awards is August 1<sup>st</sup>.
- Honorary membership – Susan Johnson reported that she has received none to date.
- Years of Service Recognition Project – Susan reported that Jane McDaniel is currently working on this project.
- Federation Report -

The 2015 Federation Forum was held December 10, 2015, at the North Raleigh Hilton, in Raleigh – immediately following the close of the 2015 Extension Conference.

An email was sent on November 17, 2015, inviting the NCCEAPA Executive Board members, our federation officers, and district presidents not represented otherwise in this delegation – as called for by our Rules and by-Laws.

The following people were invited to attend via this e-mail:

- Sherry Lynn – 2014-15 State Treasurer
- Dana Braswell – 2014-15 State Secretary
- Becky Castello- 2014-15 State 2<sup>nd</sup> Vice President
- Susan Johnson – 2014-15 State 1st Vice President
- Jane McDaniel – 2014-15 State Advisor
- Janice Dotson – 2014-15 State Federation Officer
- Suzanne Hugus – Campus
- Latoya Lucy – Southeast
- Lisa Wimpfheimer – Southeast
- Andrea Brooks – Campus
- Carmen Boswell – North Central

Lisa Wimpfheimer was unable to attend, so Jessica Griffin from that same district (Southeast) was asked to attend.

Carmen Boswell from North Central was unable to attend; so I went down the list of 2014-15 North Central officers until I found someone who could attend (Mignon Sheppard could not and Laura Apple could not). Gwen Hernandez rounded out our delegation.

As far as I know, our full contingent of delegates was there. The room was crowded, and I couldn't see part of the room. Apparently, no one knows where the sign-in sheet is.

Submitted by:

Sandy Kanupp  
2014-15 NCCEAPA State President  
2015-16 NCCEAPA Advisor

- TERSSA Report – Christine Barrier shared that the 2016 TERSSA Meeting would be held in Columbus, Ohio on October 18<sup>th</sup> and 19<sup>th</sup> and that it would be a stand-alone meeting. Full Report to be given at Board of Directors Meeting on March 4<sup>th</sup>.
- NCCEAPA & NCAEPAAT Joint Meeting – After discussion, the Executive Board did not receive a motion for a joint meeting of the NCCEAPA & NCAEPAAT
- Sheri Schwab Meeting Recap – Susan Johnson shared that from the comments she received at our State Meeting last year, the top three concerns for not joining our Association or attending meetings are as follows: No County Extension Director support, No office coverage, and no travel money. Sheri stated that she would share

this with the County Extension Directors, in which she did.

#### Other New Business

- Susan Johnson shared with Board that if you are asked to serve as Chairman, Officer, etc., to please think about it before you automatically say no. Everyone is needed to make our organization strong.

#### Adjourn

- After no further business, Becky Castello made a motion to adjourn meeting at 4:55 pm. Dana Braswell seconded. Motion passed unanimously.

Respectfully Submitted

*Dana Braswell*

Dana Braswell  
NCCEAPA State Secretary 2015-2016  
Union County