

NCCESA Executive Board Meeting

September 15, 2010

Clarion Inn – Mills River

Present: Pam Brylowe, President – Jones County; Debby King, Parliamentarian – Onslow County; Kay Morton, 1st VP – Lee County; Tracy E. Brown, Secretary – Campus; Carol Horne, Advisor – Rutherford; Martha Smith, Membership Committee Chair - Wake County; Teresa Story, 2nd VP – Perquimans County; Janice Dotson, Treasurer – Mills River
Absent: Shelia Ange, Webmaster – Martin County

Call to Order: Pamela Brylowe, President – NCCESA, at 4:33 p.m.

Approval of Agenda: *Motion:* Kay Morton, Lee County
Seconded: Teresa Story, Perquimans County
Decision: Agenda for September 15, 2010, Executive Board Meeting was approved with the following changes: **Added agenda items: VI.** Discussion of State's Dues. **VII.** The Association's Tax Status. **VIII.** Discussion concerning the Association's Money Market and Devona Beard – Sue Mills's endowment. (Item 1)

Roll Call: Tracy E. Brown, Secretary

Parliamentary Review: Debby King, Parliamentarian

Thought for the day: Kay Morton, Lee County – “Enthusiasm is one of the most powerful engines of success. When you do something, do it with all your might. Put your whole soul into it. Stamp it with your own personality. Be active, be energetic, be enthusiastic and faithful, and you will accomplish your object. Nothing great was ever achieved without enthusiasm.” By Ralph Waldo Emerson, Motivateus.com

Approval of Minutes: *Motion:* Janice Dotson, Mills River
Seconded: Kay Morton, Lee County
Decision: Minutes for February 25, 2010, Executive Board Meeting were approved with the following changes:

Financial Report: *No motion needed.* On behalf of Janice Dotson, Treasurer, Carol Horne, Rutherford County, presented the financial report. Carol read an email that Janice sent her regarding the checkbook register, as of February 23, 2010 and Fiscal Year 2010-2011 Proposed Budget (handouts provided). If there were no objections, she is asking Carol to present ~~it~~ **both** to the Board of Directions at tomorrow's meeting.

Honorary Membership: Applicant: Patricia Richardson, Caldwell County – Martha Smith read her application.

Q. Do we need to take before the membership at the 2010 Annual Meeting?

A. ~~No, per the Bylaws, this request only needs to be presented to the Board of Directors. If approved the applicants honorary status will be effective at the 2010 Annual Meeting.~~ **Correction per Article IV, Section 5 of our Handbook:** Honorary membership ...Recommendation in writing shall be made to the Chair of the Membership Committee. The Chair of the membership Committee will present recommendation to the Board of Directors who, after two-thirds vote, shall recommend the candidate to the Association at an annual meeting. A majority vote of the members assembled shall be required to confer the honor. An Honorary Member shall pay no dues except where he/she is an Active or Associate Member.

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Decision: Bylaws Committee recommendation was accepted as presented. *No motion needed.* There were no objections to presenting Susan Brame, Campus; Sharon Carter, Buncombe County; Lorene Poole, McDowell County, Dorothy (Charlotte) Simpson, Campus; Patsy Richardson, Gaston County; Martha Cochran, Buncombe County; Juanita Dotson, Buncombe County; and Doris Burgin, McDowell County as honorary members.

Financial Report: *Motion:* Teresa Story, Perquimans County
Seconded: Tracy E. Brown, Campus
Decision: Financial Report and Revised Proposed 2010-2011 (Item 2 and Item 3)

Old Business

Sue Mills Award / Endowment (Item 4): Devona Beard shared with the board that the Sue Mills endowment was really a restricted funds account and that the funds are depleting fast. She presented the board with a copy of a restricted funds application that she was interested in passing out at the board meeting for other Presidents to take back to their local chapters. Since funds are depleting, this is a recommendation to try and help to keep this award going. The invite would be sent to everyone, but donations are not expected but will be collected on a volunteer basis (Item 5).

Q. Does the executive board need to take Devona request before the membership at the 2010 Annual Meeting?

A. Not sure.

Suggestion: Devona should present this situation to the entire Board of Directors their meeting tomorrow. This is not new business, but cleanup from previous old business.

Q. Why was it setup as a restricted fund account, rather than a normal endowment account?

A. Devona did not know the answers to question, but her instinct is the account was not large enough to be a typical endowment. She would rather for Sharon Rowland to respond.

Q. Who signed the original endowment?

A. Janet Mabry; Sharon Rowland; Stan Biconish; Keith Oakley; and Dean Wynne.

Q. Where is the Sue Mills Certificate currently kept?

A. The Sue Mills Certificate will be kept in the Foundation Office. Direction for this award will be updated to reflect this.

ACTION#1: Devona will update the directions and send to the webmaster to update the website.

ACTION#2: Pam will update the State President's things to do list and send to the webmaster.

I. Latino Initiative - assessment of interest for NCCESA Spanish class.

- We will be taking a survey of interest Friday morning at the general meeting.

II. Special Fund Committee - update

- This Committee met via phone conference. Their recommendation is to NOT move the NCCESA money market funds to a Foundation account at this time.

III. TERSSA Update

- TERSSA is having a membership drive. Pam will look to see who from NCCESA had already joined.

IV. Bylaws - proposed changes: (Nancy Miller, Bylaws Committee Chair)

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- 1) from "calendar year" to "association year" for audit of Treasurer's books
 - 2) remove "Service" from Handbook - Standing Committees and Guidelines for Committees – Public Relations – first line
 - *The above changes were posted to the web for two weeks prior to this meeting and will be brought before the membership for approval on Friday's general meeting.*
- V. 36th Annual Business Meeting Minutes needs approval by both Boards (previously approved as "Annual State Meeting minutes")
- *This request cannot be changed, because minutes were already approved, no action taken.*

New Business

- I. Honorary Memberships (Martha Smith, Membership Committee Chair)
Application - Patricia Richardson (approved at Feb mtgs),
 - *This will be discussed tomorrow.*New applications
 - *See list of applicants above.*
- II. Awards – presentations will be done Thursday evening
 - *This is a change starting this year. Tenure/Service awards will NOT be presented during the banquet as in previous years. **SUGGESTION:** Everyone will be recognized at the NCCESA Business Meeting each year.*
 1. Executive Board Award
 2. Professional Improvement Scholarship
 3. Secretary Awards of Excellence
 4. Sue Mills Lighthouse "Spirit of Light" Award
- III. (Nominations for & election of) Federation Treasurer
- IV. 2010-2011 Slate of Officers
 - *Slate of officers were read and will be presented to the general membership tomorrow*
- V. Benevolence Contribution
 - *The 9/25/1995 minutes states that \$25 will be donated to a charity, but only pay in the case of the death of a member. **ACTION#3:** An announcement will be made at the Board of Directors' meeting to inform district's presidents of this.*
- VI. New Item - State Dues
 - Q.** With \$14,000 on the books, a suggestion was received from a member - would like the board to consider temporarily reducing the dollar amount the districts' provides to the state for dues.
 - A.** The board's concern is that in the future, the association might have to provide funds to cover awards previously cover by sponsors.
- VII. New Item – Tax Status
 - **ACTION#4:** *The incoming president (Kay Morton) will advise the finance committee to research the ins/outs of the association's tax status.*
- VIII. New Item – Money Market
 - *This item was combined with item VI.*

Other/Announcements

- *The association's president gavel block of wood had run out of room for names, so a new base was designed from a block of walnut from Jones County to provide additional space to add new names.*

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Adjourn: *Motion:* Teresa Story, Perquimans County
 Seconded: Kay Morton, Lee County