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NCCESA Annual Business Meeting  
September 23, 2011

Ballroom, Ramada Inn  
Statesville, NC

**Welcome:**

**Call to Order:** Kay Morton, President – NCCESA at 10:05 am

**Approval of Agenda:** Motion: Chris Austin, Union County  
Seconded: Myra Johnson, Moore County  
Decision: Accepted (*Item 1*)

**Thought for the day:** Presented by Teresa Story, by Brian Dyson, former CEO of Coca Cola

**Roll Call:** Campus - 11 South Central - 17  
Northeast - 16 West - 13  
North Central - 18 West Central - 31  
Southeast - 11

**Parliamentary:** There is a quorum.

**Approval of Minutes:** Motion: Janice Dotson, West District  
Seconded: Tracy Brown, Campus  
Decision: Minutes for the September 17, 2010  
Business Meeting minutes were accepted as is.

**Financial Report:** Presented by Cheryl Mitchell, Treasurer; accepted as presented (*Item 2*)

**District Reports:** Campus (*Item #3*) South Central (*Item #7*)  
Northeast (*Item #4*) West (*Item #8*)  
North Central (*Item #5*) West Central (*Item #9*)  
Southeast (*Item #6*)

**Standing Committee Reports:** **Membership** Presented by Pam Brylowe, (*Item #10*)  
Pam reviewed the 3 types of membership and their numbers: active (213), honorary (33) and associate (4)  
Pam thanked her committee members for their help.  
**Public Relations** Kim Gibson, no report

**Nominating Committee** Donna Holland: 4 confirmed nominations for Offices plus rising President and Vice President (Item #11)

**Rules & Bylaws** Laverta Flewellen, absent; No report. Copies of the Bylaw changes are on the tables. (Item #12)

**Finance Committee** Cheryl Mitchell, Treasurer (See Item #2)  
As soon as all expenses are in and checks are written, the account will be audited and the final report filed with the secretary. (Item #13)

**Reflections** Pam Layfield, Anson County: She has cd's of previous meetings and this meeting will also be recorded. (Item#14)

**Professional Improvement** Sandy Ruble: Reported names of committee members and thanked them. Work covered the Herter O'Neal Scholarship, shared email tips and ideas, developed a shared idea on motivation, and other training. Professional Development Scholarship form and rubric for evaluation developed. Recipients of the scholarship were: Maryann Edwards, North Hampton County for \$200.00 and Mary Kim Davis, Wayne County for \$300.00 (Item #15)

**Other Reports/Update:** **Federation** Jane McDaniel, Federation Treasurer: Explained what the Federation is. Gave synopsis of forum and planning for future forums. (Item #16)

**Executive Board Award** Teresa Story, Vice President: (Item #17)

**Herter-O'Neal Scholarship** Elizabeth Wilson, 2<sup>nd</sup> Vice President: Received applications from every district this year. The winner was Tara Grover, West District. (Item #18)

**Sue Mills Lighthouse Award** Kay Morton, President: Dierdre Hicks was the recipient.

**Sue Mills Enhancement Fund** Devona Beard, Foundation: Has forms for payroll deduction contributions to the fund.

**Horn of Plenty** Ruth Ann Pope, South Central District President Union County and Cabarrus County helped. Sixteen secretaries volunteered and helped. (Item #19)

**TERSSA Update** Christine Barrier, TERSSA Membership Chairman: Plans are being finalized for Annual Conference at Mississippi State. Call for nominations have also been sent out. Currently, there are 109 members with 37 from North Carolina. (Item #20)

### Old Business:

- I. 501c3 Tax Exempt Status, Kay Morton will be meeting with an accountant to discuss what the best route for us to take will be.
- II. NCCESA records are now archived at NCSU.

## **New Business:**

- I. 2011-2012 Budget, Cheryl Mitchell, Treasurer: Budget based on 210 members and past donations received. There were no questions.  
Motion: Tracy Brown, Campus  
Seconded: Deborah Waterman, Durham County  
Decision: Approved (Item #21)
- II. Bylaws proposed changes; no discussion  
Motion to accept: Jane McDaniel, McDowell County  
Seconded: Ruth Ann Pope, Anson County  
Decision: Approved as presented (See Item #12)
- III. Honorary Membership, Pam Brylowe; No discussion.  
Linda Cahoon, Campus  
Nancy Miller, Catawba County  
Linda Brulet, Columbus County  
Motion to accept: Suzanne Hugus, Campus  
Decision: Accepted (Item 22)
- IV. 2011-2012 Slate of Officers, Call for nominations from the floor. None were received.  
Motion to accept state slate as presented: Alice Pinnex, A&T  
Seconded: Pam Brylowe, Jones County  
Decision: Accepted  
Motion to accept Federation nomination: Jane McDaniel, McDowell County  
Seconded: Sandy Ruble, Granville County  
Decision: Accepted (See Item 11)

## **Other Business:**

- I. Recognition of Award Winners
  - a. Secretary Awards of Excellence – State Winner: NC, Ann Burroughs, Vance County; NE, Gloria Morning, Edgecombe County; SE, Cindy Day, Carteret County; SC, Donna Foster, Cumberland County; WC, Sally Souther, Surry County; West, Debbie Hunter, Macon County
  - b. Executive Board Award – Ginger McGhee
  - c. Professional Improvement Scholarship – Mary Ann Edwards, North Hampton County and Kim Davis, Wayne County
  - d. Sue Mills - Dierdre Hicks
  - e. Herter O'Neal – Tara Grover
- II. Memorials
  - a. Beatrice Eunice “Miss Bea” Clayton – retired, Granville County
  - b. Arnette Cahoon Parker – retired, Tyrell County
  - c. Donna Stewart – active, Campus (Item #23)
  - d. Brenda Gardner – active, Martin County (Item #23)
  - e. Ann Pridgen – active, Columbus County (Item #23)
- III. Installation of Officers - Brief history of Association and installation by Pam Brylowe; Pam thanked all for their service and leadership. Our new officers were installed as follows: Debbie Goforth, Treasurer; Suzanne Hugus, Secretary; Tracy Brown, Second Vice President; Elizabeth Wilson, Vice President; Teresa Story, President; Kay Morton, Advisor.
- IV. Passing of Presidential Gavel – Kay Morton passed the gavel to Teresa Story.

**Announcements:**

- I. An invitation was extended to the Association by the North Central District to attend the 2012 State meeting, September 12-14, 2012, at the Holiday Inn Brownstone.
- II. Raffle winners:
  - a. Campus – Donna Tulley, Clay County
  - b. Northeast – Susan Graham, South Central District
  - c. South Central – B.J. Okleshen, Gates County
  - d. Southeast – Sandy Kanupp, West Central District
  - e. West – 50-50 drawing - Wanda Howell, County; Gift Cards - Carol Horne, County
  - f. North Central – Jim Cowden, North Central District Director
- III. Linda Dill – Cleveland County, retired, also died this year.
- IV. Door prizes were passed out.
- V. Kay Morton thanked attendees and the South Central District for hosting this year's meeting.

**Adjourn:**

11:58 am

Motion: Elizabeth Wilson, Johnston County

Seconded: Ruth Ann Pope, Granville County

Decision: Motion is accepted

Respectfully submitted,

Donna Tulley  
West District  
Clay County