



NCCESA Board of Directors Meeting
September 22, 2011

Coastal Room, Ramada Inn
Statesville, NC

Welcome: Kay Morton

Call to Order: Kay Morton, President – NCCESA at 9:05 am
Approval of Agenda: Under “Other”, correct date to September 22, 2011
Motion: Jane McDaniel, McDowell County
Seconded: Pam Layfield, Anson
Decision: Approved **Item 1**

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

Roll Call:

Campus – 6	South Central - 5
Northeast – 3	West - 4
North Central – 2	West Central - 3
Southeast - 4	

Parliamentary: There is a quorum.

Approval of Minutes: Motion: Janice Dotson, West District
Seconded: Tracy Brown, Campus
Decision: Minutes for the February 25, 2011, Board of Directors Meeting minutes were accepted as prepared.

Financial Report: Presented by Cheryl Mitchell, McDowell County; 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**)
- Public Relations** Kim Gibson, no report
- Nominating Committee** Donna Holland - 4 confirmed nominations for 2nd Vice President, Treasurer, Secretary, and Federation Secretary (**Item 11**)

Rules & Bylaws No oral report, (Item 12)

Finance Committee Cheryl Mitchell, Proposed budget (Item 13)
Devona Beard will verify amount of Foundation donation

Reflections Pam Layfield, (Item 14)

Professional Improvement Sandy Ruble, (Item 15)

Other Reports/Update: **Federation** Jane McDaniel, Federation Treasurer, (Item 16)

Executive Board Award Teresa Story, (Announcement at Banquet)

Herter-O'Neal Scholarship Elizabeth Wilson, 2nd Vice President, Winner is Tara Grover from the West District (Item 17)

Sue Mills Lighthouse Award Kay Morton, (Announcement at Banquet)

Sue Mills Award Enhancement Fund Devona Beard, A financial report was given and a request for donations toward this fund. (Item 18)

Horn of Plenty Ruth Ann Pope, Union County and Cabarrus counties assisted with 16 secretaries working the event, (Item 19)

TERSSA Update Christine Barrier, 109 members with 37 from NC (Item 20)

Old Business:

- I. 501c3 Tax Exempt Status: Kay had an appointment to meet with an accountant that has volunteered his time. Appointment has been rescheduled for next week. Meeting will be used to determine what we need to do with our funds to protect them. Tracy Brown, Campus, asked whether or not all local associations would fall under the 501c3 umbrella of the State Association if we decide to apply for tax-exempt status. Kay will ask the accountant.
- II. Archiving NCCESA records: All the records were dropped off at the D.H. Hill Library at NCSU. They will be archived, inventoried and then made available on line. Will receive an email when they are available on line.

New Business:

- I. 2011-2012 Budget: Approved at February 25, 2011 meeting. Will be voted on at the September 23, 2011 Business Meeting.
- II. Bylaws – Proposed changes: Covers archiving of NCCESA Records, housekeeping
Motion to accept: Elizabeth Wilson, Johnston County
Seconded: Pam Brylowe, Jones County
Decision: Approved
- III. Honorary Membership Nominations (Item 21)
 - a. Nancy H. Miller, West Central District – approved 2/25/11 for general vote
 - b. Linda Cahoon, Campus
 - c. Linda Brulet, South Central DistrictMotion to present to general membership for vote: Kim Gibson, Montgomery County. All were in favor.

- IV. 2011-2012 Slate of Officers was presented by Donna Holland. Nominations will also be accepted from the floor at the Business Meeting.
- a. Second Vice President – Tracy Brown, Campus
 - b. Secretary – Suzanne Hugus
 - c. Treasurer – Debbie Goforth
 - d. President – Teresa Story
 - e. Vice President – Elizabeth Wilson
 - f. Advisor – Kay Morton

Motion to accept and present to membership: Pam Brylowe, Jones County. All were in favor.

Nomination for 2012 Federation Secretary is Donna Holland, Campus. Nominations will also be accepted from the floor at the Business Meeting.

Motion to present to membership: Jane McDaniel, McDowell County

Seconded: Tracy Brown, Campus

Decision: Approved

Other Business:

- I. Awards will be presented at the banquet 9-23-11. They are as follows:
 - a. Executive Board Award
 - b. Professional Improvement Scholarship
 - c. Secretary Awards of Excellence
 - d. Sue Mills Lighthouse Award

Announcements: Registration for general membership begins at 11:30 am. Many fundraising raffles are outside in the hallway. Please visit them.

Adjourn: 10:07 am
Motion: Elizabeth Wilson, Johnston County
Seconded: Kim Gibson, Montgomery County
Decision: Motion is accepted

Respectfully submitted,

Donna Tulley, Secretary