

NCCEAPA Executive Board Meeting

September 17, 2014

3:30 pm

Hilton Garden Inn, Kitty Hawk, NC

Presiding: Jane McDaniel, NCCEAPA President

Members Present:

Jane McDaniel

Sandra Kanupp

Susan Johnson

Ivy Olson

Kay Morton

Cheryl Mitchell

Tracy Brown

Pam Jordan-Carrington

President Jane McDaniel called meeting to order at 3:30pm.

Kay Morton verified a quorum. Reviewed agenda. No additions were made. Motion was made by Ivy Olson to accept the agenda Sandy Kanupp second the motion. All voted yes to accept the agenda.

Sandy made a motion for the approval of the February 20, 2014 minutes. Susan seconded the motion. All voted yes for the approval of the minutes.

Ivy Olson gave the Financial Report updates on the account balances. No motion was needed.

**Old Business**

Treasurer, Ivy Olson continued with the Financial Records in regards to the proposed budget. A recommendation came from the committee to look into the Association filing taxes. Asking the in-coming president to look into this. Also, change the wording under "Awards" to read *Outgoing President's Recognition* opposed to "plaque".

**New Business**

**Distinguished Service Award (Sandy Kanupp)**-This is the newest Award, replacing the Executive Award. This year was the first year it was awarded. The committee did not receive many nominations and no self-nominations. In fact, only two nominations were received. Dr. Zublena and Dr. Barber will present the award on Thursday at the Banquet. Dr. Tom Melton will represent Dr. Zublena is he is unable to attend due to the anticipated birth of his grandbaby.

**Honorary Membership (Jane McDaniel)**-Received 3 nominations for honorary membership. Nominees are Diane Scarborough, Faye Black and Melanie Storey. Ivy Olson made a motion to accept the nomination for Diane Scarborough for honorary membership. Susan Johnson seconded the motion. There was no discussion.

All voted in favor. Pam Jordan-Carrington made a motion to accept Faye Black's nomination for honorary membership. Sandy Kanupp seconded the motion. There was no discussion. All voted in favor. Sandy Kanupp made a motion to accept Melanie Storey's nomination for honorary membership. Pam seconded the motion. There was no discussion. All voted in favor.

**Herter O'Neal Scholarship (Susan Johnson)**

2<sup>nd</sup> VP, Susan Johnson discussed the Herter O'Neal Scholarship. Received 79 applications which was an increase from previous years. It was discussed that additional information is needed on the application such as nominee's date of birth and student ID number so that the funds are deposited into the correct student account. See Report for additional details.

**Executive Board Award (Sandy Kanupp)**

Nominations for this award were down. There is a winner which will be announced at the Banquet.

**Sue Mills Lighthouse (Jane McDaniel)**

Jane purchased a nameplate for Becky Lewis' lighthouse. The balance of the Sue Mills Lighthouse account is \$2,073.01. 10 lighthouses were purchased for \$71.90. 9 lighthouses are stored at the Foundation Office at NCSU. See Report for additional information.

On a side note, it was recommended that the Nominating Committee create a "special committee" to encourage/have members from each District to apply for each award given so that someone from each District is nominated for each award.

**Service Recognition (Jane McDaniel)**

It was asked that the Years of Service Recognition be re-implemented into the State Meeting. Jane looked into and decided to contact NCSU payroll to get each District members Years of Service. After receiving this information Jane came across a blooper. Those members who are 100% county paid are not listed in the NC State payroll system and there is no other information regarding years of service for those employees/members. At the time Jane realized this blooper, the information had already gone to print. Jane says that she will continue to work on getting this information. Will repost the same to the BOD and the general membership.

**2014-2015 Slate of Officers**

President: Sandy Kanupp, North Central District

1<sup>st</sup> Vice President: Susan Johnson, South Central

2<sup>nd</sup> Vice President: Rebecca Castello

Secretary: Becky Lewis

Treasurer: Tracy Brown, Campus

Advisor: Jane McDaniel

Nominations will also be taken from the floor.

**Announcements and other topics**

The Board discussed reimbursement expenses in regards to food whether to go with per diem allowed by the State or with actual expense with receipt. The Board decided unanimously to go with the actual expense with the receipt. Jane to review/sign off on receipts submitted.

Susan Johnson discussed an error in the change in By-Laws recommendation. The By-Laws Committee recommended that Article II Section 1- Purpose and Objectives be changed. After careful research it was realized that the change recommended was for Article II Section 2, item number 4. The Executive Board voted this change down and will bring it to the BOD for vote.

Motion to adjourn the meeting made by Pam. Susan seconded. All voted yes.

Meeting adjourned.

Submitted by Pam Jordan-Carrington  
NCCEAPA State Secretary