

**Minutes - Board of Directors Meeting**  
**North Carolina Association of Agricultural Extension Secretaries**

**Jane S. McKimmon Center**  
**Raleigh, NC**

**May 27, 1983**

The Board of Directors of the North Carolina Association of Agricultural Extension Secretaries (NCAAES) met at 10:00 AM, May 27, 1983 at the Jane S. McKimmon Center in Raleigh, NC.

State President Lillian Briggs presided at the meeting. There were thirty-six members present.

Joy Marshall, NW District presented the devotional.

Vera Dreyer, State Secretary, called the roll and read the minutes of the September 16, 1982 Board of Directors Meeting. Minutes were approved.

Lula Shipman, State Treasurer gave her report showing a balance on hand. of \$2115.71.

Kathleen Nelson, Home Economics Program Leader of the Northeastern and Southeastern Districts was introduced as a guest. After a few remarks from Ms. Nelson we proceeded to items of old business.

1. Pat Birdsong reported on the 1983 State Meeting to be held In Boone. The Theme will be "High Country - Happy 10th Birthday" to be held at the Daniel Boone Inn. A Bar-B-Q, and Square Dance is planned in addition to seminars by Leo Hawkins and Jean Causby. The Plaza Motel in Boone will also offer single, double, and triple rooms.
2. Evaluation of last State Meeting was discussed. They seem to be helpful in finding out what is needed at our meetings.
3. All news for the State Newsletter should be sent to Jean Johnson, Public Relations Chairman by June 15.
4. Discussion of Executive Board Award. It was suggested that the recipient be given a personal small plaque that they could keep. Changes in this procedure can only be made by the Executive Board.
5. The Scholarship recipient for 1983/84 will be Vickie Jacobs of the South East District.

The Scholarship for 1984/85 will go to the Western District.

6. Any Honorary and Associate Members that are not on the Secretary's official list should be sent to her before the next meeting. The Secretary will be responsible for inviting the Honorary and Associate Members to the State Meeting.

Please be sure to send any items for the Scrap Book to Helen Vann.

Dr. Black and Dr. Dew attended the meeting for a few minutes. Each made favorable comments about Secretaries and our organization. .Dr. Dew then issued an invitation to the NCAAES and all Extension Secretaries to -Come to Raleigh on Campus in the fall of 1984 for Secretarial Training and also to have out State Meeting there.

After Dr. Black and Dr. Dew left, a discussion was held regarding Dr. Dew's invitation. Mary Crutchfield of the NC District made a motion that we have our State Meeting in 1984 on Campus as suggested by Dr. Dew. Motion was seconded by Catherine Gillian of the NE District. Motion was unanimously accepted.

The District Presidents were designated by the President to be on the Committee with Dr. Dew to work out plans for this training and meeting.

NEW BUSINESS:

Report of the Finance Committee by Linda McMullen, Chairman have recommended at Budget of \$1750.

Eligibility lists for State Officers should be sent to the President so that they can go out with the State Newsletter.

The 2nd Vice President will come from the Western District for 1984.

Linda McMullen, NC District was selected to be Parliamentarian for the 1983 State Meeting.

A discussion of District By-Laws. Some Districts have changed their By-Laws to read that District Officers will serve for 2 years rather than 1 year. Any Amendments in the By-Laws must be voted on at the State Meeting .by the general membership by a two-thirds majority vote of those present, after notification in writing to each member at least two weeks before the meeting at which the voting is to take place; or, if the emergency of the measure so dictates, by a two-thirds vote of written ballots returned.

Since the 1984 State Meeting will be held in Raleigh, no invitation was issued from a District. Western District agreed that they would be glad to wait until 1985 to Host the State Meeting.

There being no further business the meeting was adjourned at 12:45 pm.

Respectfully submitted,

Vera E. Dreyer, Secretary  
NCAAES 1983