

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

**Fayetteville, NC
September 13, 1990**

PRESENT: Janice Buchanan, Karen Whitley, Nancy Griffin, Miranda Pope, Rose Cecil, Carol Ann Hardee, Ethel Robinson, Anna Anderson, Betty Cox, Pearl Blount, Marilyn Bowman, Mary Ann Mauney, Gwen Roberts and Betsy Crews.

President Buchanan called the meeting to order. She welcomed everyone.

President Buchanan asked for a motion to dispense with the reading of the minutes of the last board meeting. Anna Anderson made the motion and Ethel Robinson seconded.

Roll call was done by everyone introducing themselves. Karen Whitley gave a treasurer's report with a balance on hand of \$2,580.15.

We went over the agenda for the meeting on Friday, September 14 so that everyone could be familiar with it. We discussed the Herter O'Neal Scholarship and the problems we have had in the past year. The scholarship will go to the Western District in 1991.

At the end of the committee reports during the business session we will have the Finance Report so that we can vote on the 1991 budget.

President Buchanan sent a letter to Dr. Dew about tenure awards and a fourth day of professional leave time. He replied that these would be taken under advisement.

Received a letter from Dr. Wells stating that we could go ahead with the survey for on-campus secretaries. A discussion about the survey and accompanying letter was held. There are approximately 140 eligible persons on campus to participate in NCAAES.

President Buchanan called on Dr. Paul Dew and Dr. James Wast to make comments. Dr. West welcomed the group to the South Central district. Dr. Dew discussed the tenure awards and the relationship between the ones we receive and the ones given to SPA employees on campus. At present the employees on campus only receive the jewelry. Giving plaques to off-campus would create a problem.

Possible announcements at the meeting include: still have some handbooks if someone needs one, state employees week is next week, Soybean Association gave \$100 for the meeting, North Central District is selling notebooks, Retirees Breakfast, Northwestern is selling chances on a trip to Boone, and the Nominating Committee will meet after the banquet in Room 151.

President Buchanan adjourned the meeting.