

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

**Gateway Convention Complex
Rocky Mount, NC
September 18, 1997**

The North Carolina Cooperative Extension Secretaries Association Board of Directors met at the Gateway Convention Complex in Rocky Mount. President, Debby King, called the meeting to order and welcomed the group. She asked the Secretary, Dottie Via, to call the roll. The attendance recorded the President from each of the following districts: West, West Piedmont, Piedmont, North Central, South Central, North Eastern, Southeastern, and Campus.

Minutes for the last meeting were posted and corrected. The President asked if they were approved as amended. Gwyn Roberts made the motion, seconded by Cathy Fields. Motion carried. Minutes were approved as amended.

The President asked if there was any old business to discuss. It was asked about the money from the Corn Growers Association. Debbie said that it had been discussed and will be brought before the members for approval in the State Meeting tomorrow. The funds were designated for hosting the State Meeting beginning in 1997. She said that there would also be a motion made on the request from the Family and Consumer Education Agents Association for assistance in hosting the National Meeting.

For new business the South Central District President stated that the next State Meeting will be at Southern Pines, at the Holiday Inn, on September 24 and 25.

The meeting was then turned over to Sue Mills who had been asked by Dr. Joe Zublena to bring up the subject of the Award of Excellence. There have been some concerns about the award and wanting to know how to make this more meaningful to the Association. There has not been an increase in the numbers, there have been the same ones entered, some districts did not have any nominations, some county directors did not pass the information on to their staff, or some staff did not consider it important enough to take the time to enter a secretary for the award. After much discussion it was thought that the Professional Improvement Committee would study the award and see what changes could be made to improve this award. It was hoped that there might be some special funding for professional improvement to go with the awards.

Janice Dodson, President of the North Carolina Federation of Cooperative Extension Associations, reported that two representatives are needed to serve on a one-time Federation Committee to study Annual Conference with their recommendations starting 1999. There are six questions that Dr. Ort would like answered and a position paper be developed. The secretaries were asked to have input on this committee even though they do not attend Annual Conference. It was felt that the First Vice President would be one of the two representatives and Debbie then asked for suggestions of other members who would be able and willing to take this responsibility. Some of the District Presidents said that they would send Debbie and email message with suggested names within the week.

President King asked how many Presidents would be holding office for another year. She urged the presidents to select their committees and get the names of the committee chairmen to Gwyn as soon as possible. The State President needs to have these names before she can select her committees.

President King thanked everyone for all the assistance she received in this transition year. She then passed out a gift for all the officers.

Finally, the Treasurer, Gloria Morning, gave everyone a copy of the Treasurer's Report that will be presented at the State Meeting.

The meeting was adjourned in time for participants to take part in the tours. Respectfully submitted,

Dottie Via
Secretary