

NC Cooperative Extension Secretaries Association
Board of Directors Meeting
September 14, 2006 – 9:00 a.m.
Conference Center adjacent to Mid Pines Inn

September 14, 2006

President, Chris Austin, called the Board Meeting of the NC Cooperative Extension Secretaries Association to order. Chris made a note that the agenda item “Change Management by Christine Barrier” would be presented at the business meeting. Devona Beard made a motion to accept the approval of the agenda. It was seconded by Wendy Gardner. Motion carried.

Thought for the Day

Getting Ready to Serve

Roll Call

Northeast 5
Southeast 8
West 1

North Central 2
South Central 4
Campus 0

Northwest 10
Southwest 2

Marion Jay, Secretary, presented the minutes from the previous meeting. The minutes have been posted on the web and everyone has a copy. Janet VanJaarsveld made a motion to accept the minutes as posted. It was seconded by Donna Fulp. Motion carried.

Financial Report

Debby King, Treasurer, presented the Financial Report. The amount of revenue was \$3,287.84 and a total of \$5,707.50 was spent. \$1,000.00 went toward the donation to Katrina Relief. Money Market made \$653.00 in 10 months. Wendy Gardner motion to accept the financial report as given. It was seconded Donna Fulp. Motion carried

Committee Reports: Debby King

The Finance Committee and Executive Board made a recommendation for the proposed budget for the upcoming year 2006-2007 with a \$5.00 increase in dues. With 257 members that will give us \$5,140.00. We also raised the Host Professional Improvement \$750.00 to \$1,000.00. We raised our Travel & Subsistence to \$3,080.00. Miscellaneous will be \$440.00 and Benevolence is \$100.00. The new budget will be presented to the membership tomorrow.

Membership: NCCESA Membership Report

September 14-15, 2006

New Secretaries:

North Central:

Gwen Hernandez

Granville County

Leah Hester Person County
North East:
Becky Castello Hertford County
South Central:
Carol Capel Richmond County
Angela Priest Moore County
Donna Foster Cumberland County
Barbara Roberson Harnett County
Myra Johnson Moore County
South East:
Wanda Hargrove Duplin County
Cindy Nance Sampson County
Jennifer Stroud Lenoir County
Kim Davis Wayne County
Zebora Blanks New Hanover County

New Retirees:

North Central:
Marlene Strufe Nash County
Jean Green Granville County
Brenda Conway Orange County
North East:
Jackie Jernigan
South Central:
Marilyn Bowman Cumberland County
South East:
Dean Benson (9/'06) Lenoir County
Alicia Halso Duplin County
Tina Croon Lenoir County
Linda Kuhn Wayne County

Districts	Counties	Secretaries	Paid Members	Retirees	Honorary Members ('75-'06)	Charter Members
Campus	1	28	26	12	9	
North Central	14	39	37	14	13	35
North East	16	30	28	11	11	23
North West	14	40	38		12	5
South Central	14	37	35	17	8	20
South East	13	38	37	20	6	21
South West	13	33	33		16	32
Western	16	33	31	3	4	
Totals	101	278	265	77	79	136

Thanks to each of the Membership Committee members for their help in compiling this information. Respectfully submitted, Brenda J. Brown, Chairperson

Nominating Committee:

The nominating committee submits the following slate of officers for the year 2007: President: Donna Fulp from Rockingham County; 1st Vice President: Janet Vanjarrsveld from Franklin County; 2nd Vice President: Carol Horne from Rutherford County; Secretary: Teresa Story from Perquimans County; Treasurer: Gloria Artis from Greene County; and Advisor: Chris Austin from Union County. I would like to thank the 2006 Nominating Committee for their help and support finding willing people to serve as officers for the NCCESA. Submitted by: Wendy Garner, Nominating Committee Chairman

Rules and By-Laws:

Connie Bass will present to the membership during tomorrow's session.

Professional Improvement:

The Professional Improvement Committee was happy to have the opportunity to review four candidates for the 2006 Professional Improvement Scholarship. All four candidates (Annie Freeman, Wendy Garner, Jamie Davis Moss, and Brenda Wilson) presented complete and impressive applications. The committee, composed of the seven district Professional Improvement chairs, had a difficult time selecting the most deserving candidate. The selected winner of this year's award is Jamie Davis Moss from the Southwest District. We will be presenting Jamie with the Scholarship Award at the Banquet this evening. Respectfully submitted by: Reatha Hoffman, On behalf of Suzanne Hugus.

Public Relations:**Reflections: Becky Troutman, SW**

Reported that it would take \$150.00 more to finish the project of the Secretary Books.

DISTRICTS REPORTS:

Campus Chapter: They reported that they had 35 members, 15 active paid members, 5 association members, 8 new members, and 7 honorary non-pay members. 2006/2007 officers are President: Susan Brain; First Vice: Tracy Brown; 2nd Vice: Angie Thompson; Secretary: Vickie Merritt; Treasurer: Charlotte Simpson; and Advisor: Mary Ann Lofgren. At our April meeting, our guest speaker was Eleanor Stell. The Campus Chapter recently won the 2006 Resource Development Award, sponsored by the North Carolina Agriculture Foundation. Treasurer Charlotte Simpson was also awarded secretary of the year.

South Central: South Central had two very successful and informative meetings this year. We have 100% participation with 39 active members. We also have five new secretaries: Angela Priest from Moore County; Donna Foster from Cumberland County; Barbara Robertson from Harnett County; Myra Johnson from Moore County and Carol Capel from Richmond County.

As you can see, we have been very busy making plans for the 2006 State Meeting. The 2006 Spring Meeting was held on March 31 right here at Mid-Pines. We worked hard that day finalizing preparations for this meeting. We were given a tour of the facilities by Scott Russell, Marketing Director. We had 36 members in attendance and Susan Brame, the SC District Administrative Assistant. The half-and-half drawing was won by Beverly Burney from Bladen County.

Anson County hosted the Fall meeting on Friday, August 25th at the Extension office in Wadesboro. There were 35 Active Members in attendance. Janine Rywak, Anson County Extension Director, welcomed us. We toured the Wadesboro Rotary Planetarium where Chris Stinson, Director, gave us a very informative and interesting presentation on what is offered to students there. Our District Scholarship was presented to TeAira Melvin, a student from South Columbus High School that is now attending East Carolina University. Starla Harwood from Stanly County was presented with the 2006 Secretary of the Year Award. She received a plaque and a check for \$50. Ann Pridgen, Columbus County was the lucky winner of the half-and-half drawing. New officers were installed as follows: President: Katherine Morton from Lee County; 1st Vice President: Leeann Crump from Richmond County; 2nd Vice President: Susan Graham from Chatham County; Treasurer: Penny McCartney from Roberson County; Secretary: Annie Freeman from Scotland County; and Advisor: Devona Beard from Bladen County. Respectfully Submitted by: Devona Beard 2005-2006 President.

South East: The southeast District's 2005 fall meeting in Oriental wasn't held until a month after our state meeting last year due to an active hurricane season and a couple of postponements. The program was Women Living Healthy, Women Living Well, and we installed new officers.

The spring meeting was held in New Bern on April 5th, 2006. There were 27 in attendance plus 2 retired secretaries. Updated pictures were taken for our scrapbook, and we started planning the state meeting we're hosting in 2008.

The fall meeting was held in Kenansville on Friday, August 25, 2006. There were 36 members present including 4 new secretaries plus 3 retirees. Computer guru Adrian Gaskins gave an overview of the mini-mac computer being tested in several counties, and plans for the 2008 state meeting continue. Respectfully submitted: Lin Nichols, Southeast District President 2005-2006 & 2006-2007.

Southwest: The Southwest District Secretaries Association met on August 18th in Burke County. The day was devoted to Myer's Briggs Training with Eleanor Stell as our instructor. Secretaries completed a questionnaire via e-mail prior to the meeting date. Ms. Stell analyzed the questionnaires and

compiled personality types for each secretary. Time was spent discussing different personality types revealing to us what makes us tick.

Officers for 2006/2007 were elected as follows: President: Joyce Dorsdy from Lincoln County; 1st Vice President: Fran Little from Catawba County; 2nd Vice President: Juli Campbell from Alexander County; Secretary: Jane Duncan from Iredell County; Secretary: Jane Duncan from Iredell County; and Treasurer: Cynthia Brown from Cabarrus County. Southwest has 33 members and 16 Honorary Members. Carol Horne was selected as Secretary of the year.

Northeast: The Northeast District has a membership of 28 paid members. The spring meeting was held on May 26, 2006 in Hyde County at Martelle's Feed House in Englehard. There were 18 members in attendance. Our secretaries were welcomed by Mac Gibbs, Hyde County Extension Director and comments were shared by Dr. Russell King, Northeast District Director. The speaker for the day was Benjamin Cherry, known as "Blackbeard", who gave an entertaining and educational talk about Blackbeard's life.

Committee reports were given. Highlights include the following: The Membership Committee reported that Jackie Jernigan, Hertford County had retired and Linda Eure from Cates County had resigned. New hires include Christy Boyce in Pasquotank County and Reta Blair in Gates County. The Nominating Committee recommended that Teresa Story fill the vacant position of 2nd Vice-President. She was voted into the office unanimously. The Finance Committee proposed a change in District dues from \$20 to \$25 with the extra \$5 remaining in the District treasury, with the vote deciding to increase dues.

The 2005-2006 Camp Scholarship was awarded to Camden County due to the alphabetic rotation schedule.

The Secretary of the Year Award was presented to Donna Keene. She received a plaque and a check for \$75.

Secretaries enjoyed a delicious meal at Martelle's and then resumed business with the remainder of the meeting devoted to planning of the 2007 state meeting. The Steering Committee had met earlier in the month and those discussions were shared including items such as meals, decorations, registration, program, favors, workshops/speaker, door prizes and host shirts. Date, location, and theme had been previously decided at the fall meeting. Several videos were then viewed by the group of potential guest speakers. The invitation for the 2007 meeting was also viewed. We are looking forward to a full year of preparation to host everyone "at the beach".

Last Friday on September 8th, three Northeast District secretaries traveled to Tanglewood Park in Clemmons for the Horn of Plenty. They assisted

other district secretaries with the beverage tables during the "Picnic in the Park" for the County Commissioners Annual Meeting.

The Northeast District Fall meeting will be hosted by Martin County on October 27, 2006.

Northwest: There are 39 paid members in the Northwest District of the North Carolina Cooperative Extension Secretaries Association.

Our spring meeting was held on May 19, 2006, in Reidsville. Scott Shoulars, County Extension Director, welcomed everyone to Rockingham County. The program for the day was given by Brenda Sutton, Family & Consumer Science Agent, who presented a power point presentation on "Give Your Heart A Healthy Beat". Sharon Troxler, Commissioner of Agriculture Steve Troxler's wife, who is director of marketing and volunteer services with Annie Penn Hospital in Reidsville, spoke briefly to the group and presented several door prizes. Denise Brown, Chairperson of the Public Relations Committee, presented the Secretary of the Year Award to Beverly Jenkins of Alamance County.

Our fall meeting was held on September 25, 2006 in Salisbury. The program for the day was given by Darrell Balckwelder, Extension Agent, Horticulture, on his month-long trip to Tajikistan. He went to help educate people in that area about tomato production. He presented a slide show on the people and how they live and also had a display table of handmade items he had brought back. During this meeting, we also installed the new officers for the coming year. They are as follows: Alice Pennix as President; Tracy Vogler as 1st Vice President; Dawn Cheek as 2nd Vice President; Vickie Moore as Secretary; Linda Dunn as Treasurer; and Donna Bumgarner as Advisor.

The North Carolina Cooperative Extension Secretaries Association Northwest District Spring 2007 Meeting will be hosted by Tammy Caldwell and Bonnie Hartsoe in Stokes County on May 18, 2007. Respectfully submitted, Donna Bumgarner, President, Northwest District Secretaries Association.

SPECIAL COMMITTEE REPORTS:

Federation: The Fall Federation Executive Board meeting will be held October 18, 2006 at 10:00 at Brickhaven.

Issues and concerns will be delivered to Administration the first week of November. The Forum will be held December 8, 2006 at the McSwain Extension Center in Lee County. Our association was reminded to budget \$50.00 for Federation dues. Dues will be collected in December and are used to support the general operating fund of Federation.

This report was presented to the members of NCCESA at their annual state meeting in Southern Pines, NC on September 15, 2006. Submitted by: Pamela Brylowe 2006 Federation Secretary.

Staff Senate: J.C. Boykin, gave a brief history of Staff Senate.

Horn Of Plenty: Chris commented on the Horn of Plenty which was held on September 8th at Tanglewood. We had ten secretaries present and served approximately 40 gallons of tea and 10 gallons of lemonade. Eight hundred people came through.

Executive Board Award: Donna Fulp reported on the Executive Board Award. We do have a winner after a three way tie had to be broken. The winner will be announced on Thursday night.

Herter-O'Neal Scholarship: Janet VanJaarsveld reported that no one applied for the scholarship this year.

Sue Mills Lighthouse Award: Chris Austin reported we had 8 applications for the award.

UNFINISHED BUSINESS

- There was an e-vote to spend \$100.00 on the gift for Dr. Jones' retirement. There was \$168.00 spent. The board voted to keep the monies as the evote stated at \$100.00.

New Business:

- **Honorary Membership Nominations, Chris Austin:** Chris made a recommendation that we accept the following 5 ladies into the honorary membership: Marlene Strufe, Jean Green, Brenda Conway, Carolyn Haycraft, and Nancy Hagies.
- **Federation Forum President-Elect Nomination, Chris Austin:** There was an email sent out with no response and we received a phone call to say what can I do to help you. Christine Barrier has agreed to do the Federation Forum President-Elect.

Wendy Gardner made a motion to adjourn. It was seconded by Pam Brylowe. Motion carried and the meeting was adjourned.

Respectfully Submitted,

Marion Jay
NCCESA Secretary