

NORTH CAROLINA COOPERATIVE EXTENSION SECRETARIES ASSOCIATION  
BOARD OF DIRECTORS MEETING  
SEPTEMBER 20, 2007  
RAMADA PLAZA RESORT & CONFERENCE CENTER  
KILL DEVIL HILLS, NC

President, Donna Fulp, called the Board of Directors meeting of the North Carolina Cooperative Extension Secretaries Association to order

Donna Fulp asked for approval of the agenda as written. Wendy Paschal made a motion to accept the agenda and Gloria Artis seconded. Motion carried to accept the agenda.

Christine Barrier, parliamentarian declared a quorum of the board of directors is present to conduct business at this assembly.

Janet VanJaarsveld – Thought for Today.

Teresa Story, Secretary – stated that the minutes were posted on the web page and asked if there were any changes or corrections. Donna Fulp asked for a motion to accept the minutes as posted – Alice Pennix made the motion and Sheila Ange 2<sup>nd</sup> the motion. Motion passed.

Roll Call

Campus – 3	Northeast – 6	North Central – 3
Northwest – 4	Southeast – 4	South Central – 5
Southwest – 12	West – 1	

District Reports:

Campus - Susan Brame, President –

The Campus Chapter currently has 25 paid members. Our first meeting of the association year was held in Ricks Hall on October 11, 2006. The meeting was devoted to reorganization of our committees and meeting structure.

On December 8, 2006, Susan Brame and Tracy Brown attended the Federation Forum in Lee County as part of the NCCESA delegation

A Holiday Celebration event was held on December 18, 2006, at Brickhaven. We enjoyed a wonderful meal and fun activities including the Snowman version of Bingo and a gift exchange game. Members also brought toys to donate to the Toys-For-Tots drive.

As part of the outreach effort to gain support for a regional association, Tracy Brown and Susan Brame, along with Kay Morton and Kim Gibson from the South Central District, attended the Alabama State Meeting held in May.

Our next meeting was held on April 20<sup>th</sup> at the Brickhaven Building. Our guest speaker was Wade Harris of PHASE II Personal Training Centers. His topic was “Working for a Healthier You”. The Secretary of the Year Award was presented to Donna Warren.

The Annual Picnic was held on June 12 at Lake Wheeler. Special guests for the event were retired Charter Members, Helen Miller and Mariah McPherson, along with Kay Evans, all from Orange County. Helen and Mariah did a presentation on the history of our association.

Tracy Brown attended the organizational meeting for the Southeast Regional Extension Support Staff Association on July 13 in Burke County and was elected to serve as Webmaster. On August 10 the Campus Chapter met at the Arboretum. Mr. Ralph Whisnant presented a program on the Arboretum and due to the extreme heat; we went on a “virtual” tour. The 2007-2008 officers were installed. They are:

President – Tracy Brown

First Vice President – Charlotte Simpson

Second Vice President – Evelyn Stahling

Secretary – Karla Frizzelle

Treasurer – Donna Stewart

Advisor – Susan Brame

Northeast: MarySue Wright-Baker, President

The Northeast District has a membership of 28 paid members. The spring meeting was held on May 17, 2007 at the Ramada Plaza Resort & Conference Center in Kill Devil Hills. There were 23 members in attendance. Our secretaries were welcomed by Donna Hanusik, Extension Secretary from Dare County. A tour of the facility was conducted by Jamie Chisholm, Sales Manager for the Ramada. We were shown the conference facilities, restaurant and two types of guest rooms.

Following the tour, our business meeting began with comments from Dr. Russell King, NE District Director, shared via email since he could not be with us.

Committee reports were then given. Highlights included the following: The membership Committee shared congratulations to Natalie Wayne, Hyde County on the birth of her child. This committee also distributed revised versions of the “Let’s Get Acquainted” book. The Nominating Committee presented the slate of officers to take office October 1, 2007. Officers installed are: President-Sheila Ange; 1<sup>st</sup> VP – Teresa Story; 2<sup>nd</sup> VP Wendy Paschal; Secretary- Amy Twiddy; Treasurer-Belinda Belch; Advisor-MarySue Wright-Baker. And the Finance Committee distributed a donation list of funds received for hosting of the 2007 state meeting.

The 2006-2007 Camp Scholarship was awarded to Chowan County due the alphabetic rotation schedule.

The Secretary of the Year award was presented to Teresa Story, Perquimans County. She received a plaque and a check for \$75.

The remainder of the meeting was devoted to planning for the 2007 State meeting.

Secretaries sampled the Seaside Salad buffet for lunch which will be featured at Thursday's luncheon.

Membership changes include: Natalie Wayne, Hyde County has moved into the 4-H agent position and been replaced by Connie Burlison. New hires include: Stacy Morin, Pasquotank County and Carol Haywood, Pitt County. We also have two retired members that are now deceased – Jackie Jernigan Hertford County and Denise Lamb, Pasquotank County.

The first Southern Regional Support Planning Meeting was held on July 13 at the Burke County Center in Morganton. Four NE District Secretaries were in attendance with Dr. Mitch Owen leading the group in the process of organization. Interim officers were elected and committees set: By-Laws, Meeting & Planning, Mission Statement, Budget & Finance, and Nominating.

On August 17, two Northeast District secretaries traveled to Fayetteville in Cumberland County for the Horn of Plenty. They assisted other district secretaries with the beverage tables during the County Commissioners Annual Meeting.

Our final planning meeting was held on August 22 in Martin County to finalize plans for the 2007 state meeting. We are excited to finally host the meeting with hopes that everyone will be "Walking on Sunshine".

And finally the Northeast District Fall meeting will be hosted by Northampton County on October 5, 2007.

North Central – Elizabeth Wilson President

The North Central District Secretaries Association met for our spring meeting on May 11, 2007. Wake County hosted our meeting at the Fuquay-Varina United Methodist Church and concluded with lunch at the Gold Leaf Tea Room.

We had 34 members in attendance. We also have 1 new member that also attended. Janet VanJaarsveld called the meeting to order. Sandra Stafford, 2<sup>nd</sup> Vice President gave the thought for the day and read, "Dare to Dream" by Ralph Mariston. Elizabeth Wilson, 1<sup>st</sup> Vice President introduced and welcomed the guest at our meeting. Each Committee chairman gave a committee report. Linda Creech gave our treasurer's report that was effective from February through May 2007.

The Fuquay-Varina Fire Department spoke to us about "Fire Safety in the Home". Officers from the Fire Department presented a display representing the rooms in the

house. They explained hazards in the home that could be corrected and precautions that could be implemented before an accident occurred. Key points that were made are “Fire Prevention in the Home”, “Children’s Safety”, and “Home Safety”.

We had 2 members (Faye Black and Martha Smith from Wake Co.,) to attend the Chi Epsilon Sigma Sorority meeting in Kentucky. They stated that they had a good meeting with members and shared ideas and plans from each group that will enhance and further promote the strength of the proposed Regional and National Cooperative Extension Secretaries Association. In addition, we had 3 representatives from the North Central District to attend the initial planning session for the new Regional Organization that was held July 13, 2007 in Burke County.

Elizabeth Wilson presented the 2007 Secretary of the Year award to Janet VanJaarsveld. Juliette Shipley installed the new officers for the 2007-2008 year. They are as follows:  
Elizabeth Wilson (Johnston County) – President  
Sandra Stafford (Franklin County) – 1<sup>st</sup> Vice President  
Martha Smith (Wake County) – 2<sup>nd</sup> Vice President  
Gwen Hernandez (Granville County)- Secretary  
Linda Creech (Wilson County) – Treasurer  
Janet VanJaarsveld (Franklin County) – Advisor

An invitation from Wilson County Secretaries was extended to the membership to attend the Fall Meeting in Wilson County.

Northwest: Alice Pennix

The Northwest has realized phenomenal growth this year with the addition of 4 members for an increase of 9 % over last year. This increased our membership to 40 members. Our spring meeting was held May 18, 2007 in Surry County we were treated to an educational forum given by one of our Ag agents, Michael Wilson, his topic “Top plants for Summer Color”. He also discussed butterflies and their benefits to our environment. Not only are they beautiful and somewhat scarce but we can do a lot to invite them to our environment. On 8-31 2007 our fall meeting was hosted by the secretaries in Surry county who did a wonderful job of educating us to the riches of the region. Those beautiful granite countertops in our homes may come from Mt Airy, as it is the granite capital of the world. We were also given an extensive history of Mt. Airy and one of North Carolina’s favorite sons Andy Griffith. Not only do most of us know him from his show but we also learned he is an only child and very talented and plays many instruments. The most amazing thing about him is he did not wait for opportunity he created most of them by seeking out people who could provide instructions for what they wanted to learn. We can all take a lesson from that making our own opportunities is sometimes a way to learn and retain what we want to know. I was a representative at the July 13 meeting to help to form the first Regional secretaries association. I was very privileged to represent this organization. I was also invited to SC where I attended their state meeting.

We have had 4 new secretaries join our organization this year. They are Donna Holland, Tiffany Slade, Vivian Smith and Anita Wright, all of NCA&T. Donna Bun Gardner installed the officers for the 2007-2008 year. She also invited us to Wilkes County, as they will host the spring meeting of the NW Secretaries Association.

Southeast District – Lin Nichols, President

The members of the Southeast District Secretaries Association have had two meetings since our last state meeting.

We held our spring meeting in Greene County on April 20, 2007 and were warmly welcomed by the secretaries. New secretaries were introduced and welcomed aboard. The lunchtime speaker was the Mayor of Snow Hill, Mr. Don Davis who talked about the rejuvenation of Snow Hill with stress on its historic district and the growth of tourism. The remainder of the meeting was consumed with plans for hosting the State Secretaries Association meeting in Wilmington in 2008.

The fall meeting was held in Jones County on August 17, 2007. We were welcomed by the Jones County secretaries, and formally by Tina Meadows, the Jones County Finance Officer. She too talked about the growth of tourism and the positive impact it was having on the Jones County towns. New Secretaries were welcomed and announcements made. Old and new business continued to be consumed with the excitement of planning to host the State Secretaries Association Meeting in Wilmington in 2008. After lunch, new officers were installed for a two-year term starting October 1<sup>st</sup> 2008 in a sweet ceremony planned and performed by past president, Pam Brylow.

Pam Brylow received the Secretary of the Year award. We were also excited to receive a visit during our meeting from Dr. Ort who was introduced by Jones County Extension Director, Ivy Reid. He had very kind words of praise and encouragement to say to the Southeast District Secretaries and we, as always, enjoyed his visit.

South Central – Katherine C. Morton

The South Central District Spring meeting was hosted by Bladen County on March 23, 2007 at Lu Mil Vineyards in Duplin, NC. Phillip Little, Chief Deputy of the Bladen County Sheriff's Department spoke to the association about Self Defense for Women. Sunday Allen, Lu Mil Vineyard Tour guide, gave the group a tour of the vineyard and told us what was involved in the production of grapes and wine.

Two secretaries, Kim Gibson and Kay Morton from our district were delegates to the Extension Support Personnel Association meeting in Mobile, Alabama to recruit support for a regional secretaries association.

Four secretaries, Leeann Crump, Kay Morton, Devona Beard and Kim Gibson attended the organizational meeting for the regional secretaries association held at the Burke County Extension Center in Morganton, NC on July 13, 2007. From this organizational

meeting, the Southeast Regional Extension and Research Support Staff Association was formed. We are quite proud of this accomplishment for NCCESA!

South Central District is pleased to announce the addition of two new secretaries in our district. Debbie Humphrey has joined the Robeson County staff and Pam Layfield has joined the Anson County staff.

The South Central District Fall meeting was hosted by Chatham County on August 31, 2007 at the Chatham County Extension Center. Dr. Sue Campeau, Campeau Chiropractic PC was guest speaker. She talked about how to deal with stress. Mr. Steve Lawson with SEANC spoke on the association and what it can do for you. Secretary of the year award was awarded to Susan Johnson of Cumberland County.

The following slate of new officers were installed at our fall meeting:

President: Leann Crump  
1<sup>st</sup> Vice President: Susan Graham  
2<sup>nd</sup> Vice President: Susan Johnson  
Secretary: Angie Priest  
Treasurer: Nan Rackley  
Advisor: Kay Morton

South West – Joyce Dorsey

On April 13, 2007 Southwest District secretaries met for the spring meeting in Alexander County. We had a total of thirty in attendance. The community project decide upon by the Association was to contribute \$1000 to the CaringBridge website in honor of Robin Rogers, wife of Alexander County CED, who was fighting a courageous battle with cancer. (She has since died.) CaringBridge is a website that operates on donations and is for those with an extended illness. It makes it possible for the family and the one who is ill to correspond with everyone without having so many phone calls. The website is open to family and fiends as well as the ill person to post journals.

A program was presented on the Avon Walk for Breast Cancer, which will be held in October. Fran Little, Administrative Secretary and First Vice-President, will walk 36 miles as a representative of the Southwest District Secretaries Association.

August took us to Cabarrus County for our fall meeting. We had a total of 35 in attendance. A surprise wedding shower was given to Becky Troutman of Cabarrus County. We also held a white elephant silent auction to raise money to help sponsor Fran Little in the Avon Walk for Breast Cancer. A total of \$186 was raised. New officers were installed for the upcoming year and Dana Braswell of Union County was presented with the Secretary of the Year award.

The Southwest District Treasurer received \$1964.29 and spent \$1960.17 on dues, CaringBridge donation, professional improvement, retirement celebrations and Secretary

of the Year Award. The money market account earned \$515.63 in dividends and had a withdrawal of \$1000.00 for the CaringBridge donation. The share account earned \$.52 in interest. All accounts are up to date and were audited on September 13, 2007. Everything was found to be in order from August 18, 2006 until present.

This year the Southwest District received photos from several counties on District meetings, state meetings, county events, District Community Service days and personal events.

We began spotlighting secretaries in our district each month on our website, complete with questionnaire and photos of the secretary and their families.

Photos were submitted to Melissa Lynch for the State meeting slideshow.

Secretaries from Southwest did attend the Planning meeting for the regional association.

West: Susanne Winebarger, President

The West District Cooperative Extension Secretaries Association currently has 29 paid members.

Our spring district meeting was held in Madison County on April 27. Eighteen members were present, including two new secretaries. One topic of discussion during our business meeting was how to help our district association grow. After the business meeting and lunch, we went on a tour of Madison County center's new facility where local farmers come to handle, process, market and manage crops and other value-added products.

Our fall district meeting was held in Haywood County on August 17. Twenty members were present, including two new secretaries. A planning committee was formed for the state meeting that our district is scheduled to host in 2010. Jean Miller from Henderson County was presented with the Secretary of the Year award. Debbie Sparks from Buncombe County is currently working on our district association website. The following officers were installed for 2007-2008:

President – Susanne Winebarger, Watauga County

1<sup>st</sup> Vice President – Norma Chrisawn, Yancey County

2<sup>nd</sup> Vice President – Susan Dotson, Transylvania County

Secretary – Janice Dotson, District Office

Treasurer – Elaine Clamser, Henderson County

We were scheduled to take a tour of Haywood County's new justice center after lunch but had to cancel due to our business meeting running later than expected.

Financial Report given by Gloria Artis, Treasurer

There was a question concerning check number 576. This was a carry over from last year. The check had just not cleared until this year. Check 596 tea lights for State Meeting – thinks it is for installing new officers. Chris is doing installation not Brenda Brown. Donna thinks it is for deceased members.

Donna has a few explanations- A lot of costs involved with the outreach efforts but it has paid off. Vickie Pettit has applied for a grant to put the \$3,000 back for our outreach efforts. Vickie said in about a week we should hear something.

Motion to accept the financial report Lyn Nichols Duplin County, 2<sup>nd</sup> Devona Beard Bladen Motion passed.

Membership – Sue Ward no report

Nominating – Wendy Paschal – I would like to take this opportunity to thank the nominating committee for their efforts and assistance to select a slate of officers for the upcoming year. We had a busy year with two positions that were very popular.

The Nominating Committee presents the following slate of officers to serve the NCCESA for the next year.

President – Janet VanJaarsveld, Franklin County, NC District  
1<sup>st</sup> Vice President – Carol Horne, Rutherford County, SW District  
2<sup>nd</sup> Vice President – Pamela Brylow, Jones County, SE District  
Secretary – Rhonda Gaster, Lee County, SC District  
Treasurer – Cathy Harvey, Onslow County, SE District  
Advisor – Donna Fulp, Rockingham County, NW District

These ladies have graciously accepted the call to serve our State Association as officers. I'd like to extend my gratitude to them for being willing to lead our Association.

Motion to accept this slate of officers was made by Susan Brame and seconded by Shelia Ange. Motion passed to accept this slate of officers.

Professional Improvement – Ginger McGhee

This year the Professional Improvement Committee had the opportunity to be involved in the following:

Vickie Pettit had our committee to review the guidelines for the Secretary Awards of Excellence in Technology and Leadership. The committee came to the conclusion to keep the same guidelines this year and possibly revisit the situation again next year.

Selecting the winner for the Dr. Jon and Mrs. Debbie Ort Scholarship Award for Outstanding Cooperative Extension Personnel.

Selecting a winner for the North Carolina Cooperative Extension Secretaries Association Professional Improvement Scholarship. We are proud to announce that Wendy Garner from Pitt County of the Northeast District was the winner of \$500 to continue her education at Barton College.

Scholarship winners will be presented awards at the Banquet this evening.

Public Relations – Rhonda Gaster – No Report

Rules and By-Laws – Becky Retch – No Report

Reflections – Melissa Lynch – Wanted to thank everybody for turning in photos and materials for the state reflections scrap book and photographs for the slide show. Thank you.

Donna wants to interject Melissa is in her county and she is wonderful to work with and could not have done it without her. Melissa is a pastor's wife and when we do the volunteer report hers is very long. She has been on a mission trip and gave all the food she had away.

Special Committee Reports

Federation: Christine Barrier –

Board Meetings: March 2 and October 3<sup>rd</sup> at Brickhaven Building. President this year is Rhonda Sherman, representing the Specialists Association.

As President-elect, I also serve as Chair of the Recognition and Awards Committee, along with the First Vice-President of each association represented. This year at the December 14<sup>th</sup> Forum, the first Leadership and Service Recognition Award will be presented. The Forum will be held in Kannapolis, to include a tour of the NC Research Campus. Donna wants to say something about Christine - When she got elected to her position she read her duties and she is the first president elect to do this award and she is the first one to present this award. Christine – Support staff does what they are supposed to.

Staff Senate – Jane McDaniel

I will be serving on Staff Senate representing District 14B for the next two years. Also serving as staff senators from district 14B from our association are Jean Sigmon from Northampton County and Melanie Storey from Hertford County.

I would also like to recognize our retired senators, Kathy Harvey from Onslow County she served for four years. And Carol Horne from Rutherford County served for two years. I would like to thank them for their hard work and dedication to the NCCESA and all SPA employees.

Staff Senate represents all SPA and non-faculty EPA employees and serves as an advisory body to the Chancellor. The meetings are held the first Wednesday of each month in the Faculty Senate Chambers at the D.H. Hill Library. The Senate is made up of the following standing committees: Human Resources, Governance, Diversity, Public Relations, Resources and Environment, and Legislative.

A Staff Senate Retreat was held on July 7, 2007 at the McKimmon Center, NC State University. The retreat provided the opportunity for new and returning senators to have a better understanding of how the senate operates.

Jean, Melanie and I serve on the Human Resources committee.

Hot Topics for this year include:

1. The possibility of adding family members to the tuition waiver program.

Upcoming events include:

1. A University Budget Forum will be held on October 8, 3:30 pm 5:00 pm in 2215 Williams Hall. The annual event is open to everyone. This is an excellent opportunity to learn everything you always wanted to know about NC State's budget, but were afraid to ask!
2. the 2007 Open Forum will be held on October 11 at 9:00 a.m. until Noon at Witherspoon Cinema. If you are unable to attend these events and have questions or concerns please send your requests to Jean, Melanie or me.

I would also like to remind everyone about the computer loan program. A computer will be loaned to employees in pay grade 59 or below or who earn less than \$36,000. Computers may be loaned out for a period of one year.

Jon Ort Award – Ginger McGhee – This is such a generous gift that they have given to all the associations. We had the privilege of selecting a winner. Sharon Rawlings is going to do the presentation.

Executive Board Award – Janet VanJaarsveld – A lot us think our director, etc should nominate me, but they are not. You just need to do it yourself or tell them. We have picked a good winner for this award. A lot of people are deserving of this award.

Sue Mills Lighthouse Award – Donna Fulp. Will be presented tonight. We have an outstanding, excellent winner this year. Votes very tight. A lot of nominations.

Outreach Committee – Leeann Crump

As a result of months of excited e-mail messaging, teleconferencing, personal networking and long road miles traveled, a vision this association has had for some time was

realized. Through the years, many have hoped for it. Some have worked at it. All will benefit from it. SRERSSA – Southeast Regional Extension & Research Support Staff Association was officially organized July 13, 2007 in Burke County, NC. Gathered together that day were 30 representatives from Louisiana, Mississippi, South Carolina, North Carolina and West Virginia along with Dr. Mitch Owens, Director of PODS, who facilitated the planning meeting.

Spirits were high, the goal was clear, and by the end of that historic day interim officers were chosen and committees established. The mission statement reads: “SRERSSA will improve the lives and careers of members by providing one voice to improve the development of Extension and Research across the Southern Region through professional recognition, networking with states, administration advocacy, and professional and personal improvement.”

This past year our present state association president, Donna Fulp, generously shared with our constituency the many e-mailed conversations pertaining to the formation of a regional association, keeping us informed of progress made, while building an expectation within us all that the creation of such an association was definitely in our very near future. Donna was a driving force behind the quick turnaround of events this year; it is fitting she now holds the interim President’s position in the newly formed regional association.

Thank you Dr. Zublena for suggesting an anticipated timeline of 5 years to complete our mission; you helped us define set perimeters and challenged us to step up to the plate; the goal was more quickly achievable than any of us realized. Administrative support from both Drs. Zublena and Ort for these efforts was outstanding in every way. No other state secretaries association has leadership like we do. They allowed us to do what needed to be done, while grounding us with their broader vision.

Thanks also goes to those in past leadership positions within our association who originated the vision years ago. They invested in present and future leadership with the ultimate goal always in sight.

We appreciate so much Co-Chair, Tracy Brown, Alice Pennix, Ann Pridgen, Elizabeth Wilson, Fran Little, Sheilia Griffis, Shelia Agne, Tracy Vogler, all District 1<sup>st</sup> VP’s who served on the Outreach Committee this year, giving of their valuable time and ideas beginning way back last fall when all we had was a “can do” attitude.

Appreciation also is extended to the three delegations who traveled long miles to out of state meetings in Mississippi, Alabama, South Carolina and Kentucky in order to network for support of a regional association. They represented us well!

A lot of work; a lot of fun; and the adventure’s just begun! The committees formed at the regional planning meeting have already accomplished much in anticipation of our first regional meeting sometime next year.

Building a stronger Extension for the future means building better people. The 2006-07 Outreach Committee appreciates being a small part of helping organize and expand our borders. We now have the opportunity for greater associations which will ultimately professionally improve us all.

Unfinished business –

Herter-O’Neal Scholarship – Carol Horne

In February at our Board of Directors Meeting our President, Donna Fulp asked me to form a committee to look at the Herter-O’Neal scholarship because of the lack of applications. In the last two years we have not had an application. My Committee members were Carol Horne, Chair, Fran Little, Catawba County, Patsy Richardson, Caldwell County, Miranda Pope, Retired, Catawba County, Nancy Miller Catawba County, Joyce Dorsey, Lincoln County Jane McDaniel, McDowell County, Sandy Kanupp, and Southwest District Office.

Catawba County is the home county for Ms. Edith Herter and Ms. Frances O’Neal, our organizations founders, for which the scholarship is named.

New revisions on the scholarship. WE met in June and had a brainstorming session. We wanted to bring up issues that maybe were causing us to not have any applications. After some discussion we came down to these four issues:

Amount of scholarship - \$300 is simply not enough to attract attention or cover much with today’s cost for tuition/books

Target audience – high school students may not be the most appropriate group

Specified field of study – the specified field of study is too specific and possibly outdated.

Communication – the information was simply not getting out to possible applicants

As a result of defining these problems, we recommend:

That the amount of the scholarship be increased to \$750.

The scholarship be targeted to community college students pursuing or planning to pursue an Association degree in business or a business-related field

The scholarship be offered statewide each year

A specific outline of communication/responsibilities be available for the State 2<sup>nd</sup> Vice President, District 2<sup>nd</sup> Vice-Presidents, District Professional Improvement Committees, and County Administrative Secretaries; and

An online packet of material be available for use by those responsible.

To that end we have prepared the following items:

Scholarship Guidelines

Revised Application Form

News Release: Nominations Sought for Business Scholarship  
State Scholarship Committee Flow Chart  
Template Letter for: (1) Applicants not chosen; (2) Winner  
Informational Brochure – for placement at community colleges  
News Release: Announcement of Winner

Scholarship guidelines set out what each person's responsibility is.

We would like to recommend the Board of Directors to accept this revision to the Herter-O'Neal scholarship as committee has decided and the rules that should be Carol Horne made the motion Janet VanJaarsveld 2<sup>nd</sup> Motion carried.

Discussion –Wendy Paschal inquired if our treasury would support \$750 for the scholarship? Donna says Yes. Wendy how will be continue to support this amount. Donna - The dues were raised last year The Money market earned almost \$600 last year in interest. Hopefully we will get the grant to put the \$3000.00 back for the travel that was removed.

Anyone getting an Associate business degree. Anyone of any age.

Finished with

Wendy wording. This group understand and be able to understand.

Christine said We have had a motion and a second on the floor we have had a discussion and if there is no more discussion let's take a vote if this body wants to support this committee's proposal.

Sandra Stafford made a motion to support the recommendation from the Herter-O'Neal Scholarship committee to accept their report as written. Jo Strobush seconded the motion. Motion passed to support the recommendation

New Business

2 honorary members submitted  
Pearl Blount from Anson County – 39 years with extension  
Thetis William – Robeson County – 34 years with extension

Motion to accept Tracy Brown and Devona Beard 2nd.

Motion carried to present these to full membership tomorrow

Donna thanked everybody who had a part in that Dr. Zubelena and Ort are very supportive Dr. McKinney very supportive.

Directors and Chancellor from Mississippi was very grateful to have us there.

Committee members from NC Tracy Brown Webmaster –

By Laws Carol Horne, Melanie Storey, Teresa Story, Jean Sigmon, Melissa Lynch, Tracy Brown, Faye Black & Martha Smith.

Meeting & Planning Devona Beard, Christine Barrier, Chris Austin, MarySue Wright Baker, Fran Little, Kay Gibson, Joyce Dorsey Kay Morton

Mission Statement Chair Leann Crump, fantastic mission statement the day we met. Alice Pennix Ann Dalton

Nominating – Carol Horne, Faye Black

Committee members from NC  
Southeast invites us to Wilmington NC

Wendy Paschal makes motion that we adjourn Board of Directors Meeting; Elizabeth Wilson seconded. Meeting adjourned.

Respectfully submitted by:

Teresa S. Story  
NCCESA Secretary