

NORTH CAROLINA COOPERATIVE EXTENSION SECRETARIES ASSOCIATION
EXECUTIVE BOARD MEETING
SEPTEMBER 19, 2007
RAMADA PLAZA RESORT & CONFERENCE CENTER
KILL DEVIL HILLS, NORTH CAROLINA

Donna Fulp, President called the Executive Board Meeting of the North Carolina Cooperative Extension Secretaries Association to order.

Donna asked for approval of the Agenda.

Motion to accept agenda as stands was made by Carol Horne and 2nd by Gloria Artis.
Motion passed.

Christine Barrier will be presiding as Parliamentarian. Christine stated that the Executive Board was present and those not on the Executive Board can participate in conversation but only the Executive Board can vote.

Teresa Story, Secretary, stated that the minutes from the last meeting had been posted on the Website. Teresa asked if there were any changes or questions regarding the minutes. Donna Fulp, asked for a motion to accept the minutes as written. Janet VanJaarsveld made the motion to accept and Carol Horne 2nd the motion. Motion to accept the minutes were passed.

Financial Report: Donna Fulp stated that she has been to the bank three or four times and signed three or four times for the bank statement to be sent to Gloria Artis, Treasurer. Gloria has finally received the statements all but one. Everything is up to date. When she ordered checks August 8 they still have not come in and she may be missing from paying 2 people today and she could get a cashiers check they said they ordered them but did not.

Gloria Artis' report was in the persons car she road with and she could not find that person. Everything looks good. Moved 3,000 from the money market account to checking to cover travel. \$4920 in dues paid. This is off top of the head. Money market account balance \$10492 and that is perfect. Share account is 55? The problem was there was a new person at the credit union. Didn't figure this out until August 8. Janet VanJaarsveld stated that we need to consider doing treasurer for 2 years. To be able to change it needs a by-laws change. Table financial report until tomorrow's board of directors meeting and vote then.

Donna Fulp stated that all committees will report tomorrow in order to save time tonight.
Unfinished business

Revamping of Herter O'Neal scholarship.

Carol passed out draft Guidelines. Last two years no recipients. Chose people around Carol because of travel problems. Fran Little, Catawba, Miranda Pope, Nancy Miller Catawba; Patsy Richardson, Joyce Dorsey, South West and Jay McDaniels and Sandy Kanupp. Met at Rutherford County office one working day and revamped the scholarship. Target areas. Amount, (300.00) Audience Field of study. Main revamp areas: Amount of scholarship \$750.00 – Targeted to Community college studies pursuing or going to pursue business field. Offered state wide not just district. State 2nd vp, District 2nd vp and see break down chart. Revised application forms nominations state committee flow chart and templates. Information brochure and news release announcing winner.

The monies to support the increase would be the responsibility of the Finance Committee. In the by-laws it states a balanced budget will be created every year. Needed something to entice to market our association so 750 would help to buy at least 2 books or tuition for a class. Shelia concerned with getting the \$750.00. by leaving it with the finance committee. Janet talked about it 2 or 3 years ago was not a lot of fluff about it money would be shifted travel will be cut this year because of the regional association. Carol when I read in the by-laws that it says the finance will support a balanced budget or the dues will support a balanced budget. Dues were raised last year. Donna - I really do not see where we will need to raise the dues again. Travel will be cut back, because the regional association has been formed.

Recommendation that Carol present this to the Board of Directors. Need Recommendation from Executive Board. Janet VanJaarsveld makes recommendation. Janet VanJaarsveld made the motion to present this before the Board of Directors Shelia Ange 2nd the motion. Motion carried.

Carol Horne will present to Board of Directors in morning.

Donna thanked every one for their support in forming the Regional association. All done in a day's time.

Thank you letter from board of commissioners thanking us for our participation in the Horn of Plenty. It was a huge success.

Letter from Gloria Collette from WVA. Stating that she could not attend.

Last year Donna was in charge of getting a plaque for the outgoing President. So Donna gave it to Chris tonight

Donna meeting adjourned.

Respectfully submitted by:

Teresa S. Story,
NCCESA Secretary