

**NORTH CAROLINA COOPERATIVE EXTENSION SECRETARIES ASSOCIATION  
35<sup>th</sup> ANNUAL BUSINESS MEETING  
HILTON WILMINGTON RIVERSIDE  
WILMINGTON, NORTH CAROLINA**

**September 19, 2008**

President, Janet VanJaarsveld, called the 35<sup>th</sup> Annual Business Meeting of the North Carolina Cooperative Extension Secretaries Association to order.

Martha Smith, Parliamentarian, declared a quorum of the membership is present in order for you to conduct business of this session.

Approval of the minutes from September 2007 - Rhonda Gaster, Secretary stated that the minutes were posted on the web. Does anyone have any additions or corrections? Kay Williamson made a motion to accept the minutes as posted to the web. Faye Black seconded the motion. Motion passed to approve the minutes as posted to the web.

Roll Call:

Campus – 14	South Central – 30
Northeast – 21	West – 8
North Central – 23	West Central – 20
Southeast – 39	

**DISTRICT REPORTS:**

**Campus** – Tracy Brown, President

No Report

**North Central** – Sandra Stafford

No Report

**Northeast** – Shelia Ange

The Northeast District has 35 active members with 13 retirees and 11 honorary members.

The Northeast District has had 2 meetings since our last state meeting. Our fall meeting was held in Northampton County on October 5, 2007 with 22 attending. We welcomed 3 new members, raised dues and assigned committees. Following an active business session, we had a wonderful lunch provided by the Extension Staff and then toured a local farm where prawns were raised in ponds. Details of this meeting were shared in February at the Board of Directors meeting in Raleigh.

The 2008 Officers are:

President – Shelia Ange  
1<sup>st</sup> Vice President – Teresa Story  
2<sup>nd</sup> Vice President – Wendy Paschal  
Treasurer – Belinda Belch  
Secretary – Amy Twiddy

Advisory – MarySue Wright-Baker  
Parliamentarian – Melanie Storey

The spring meeting was held in Pasquotank County on June 3, 2008 with 29 attending. We were welcomed by Dr. Travis Burke, County Extension Director. Teresa Story, 1<sup>st</sup> Vice President, gave the Thought for the Day entitled “The Pebble.”

We welcomed 2 new secretaries to the association: Connie Burleson, Hyde County and Tracy Phillips-Berk, Gates County. Due to the redistricting, we gained 3 counties: Edgecombe, Halifax, and Nash Counties. We also welcomed the secretaries present from these 3 counties: Karen Whitely, Retired from Edgecombe County; Vivian Turner and Gloria Morning, Edgecombe County; and Patricia Cotton, Nash County.

Dr. Wanda Sykes, Northeast District Extension Director, also spoke to the membership about her expectations as the new leader in our District, placing great emphasis on customer services, job knowledge, and professionalism.

Following our roll call and approval of the minutes, Robbie Bridgers, Professional Improvement Committee Chair, presented the Secretary of the Year Award to Wendy Garner Paschal of Pitt County.

Committee Reports were presented and the annual 4-H Camp Scholarship was awarded to Currituck County for 2008. Melanie Storey shared information about the recipient of the Herter-O’Neal Scholarship who is from Hertford County.

An invitation from Perquimans County secretaries was extended to the membership to attend the fall meeting in Perquimans County at a date to be announced later.

Following a wonderful lunch, the group enjoyed a program by Deanna Padgett entitled, “Dressing for Success 101.”

**South Central:** Susan Johnson on behalf of Leeann Crump

The 2008 spring meeting of the South Central District was held in Columbus County at the Boys and Girls Homes at beautiful Lake Waccamaw, North Carolina. All attending enjoyed an educational tour of the campus, viewing both a cottage living experience and the lovely chapel. After the tour, all lunched at Dale’s Seafood restaurant on the lake and had an opportunity to walk the pier. Thirty-five active and four retiree association members were present. It was a relaxing time of fun and fellowship for all.

The South Central District welcomed 2 newly hired secretaries; Ingrid Bell from Harnett County and Sherry Hall from Bladen County. South Central was also privileged to receive Chris Austin Dana Braswell and Lisa Eubanks from Union County and Christine Barrier, Cynthia Brown and Becky Lewis from Cabarrus County as a result of redistricting efforts, increasing total membership to 48. Christine Barrier, 2008 NCFCEA President (Representing NCCESA for 2007-2009), has heightened and increased awareness of Federation activities.

The winners of the district “I Got Caught Award” were Debbie Humphrey from Robeson County and Carolyn Hodges of Cumberland County.

South Central District has broadened its influence this year with the outstanding work done by Devona Beard, SRERSSA Planning Committee Chair, committee members Christine Barrier,

Chris Austin, Kim Gibson and Kay Morton, and many others who have offered their help to see this historic regional meeting take place. An untold amount of networking and planning has been required in order to organize a first-time conference of this sort. The South Central District has once again shown its willingness to support staff for the future.

The 2008 fall meeting of the South Central District NCCESA was held in Cumberland County at the 18<sup>th</sup> Airborne & Special Operations Museum and the NC Cooperative Extension Cumberland County Center. A historical tour of the museum was given by a WWII vet who had many experiences of his own to share, making history come alive in a unique way. A return to the Cumberland Center allowed us to enjoy a delicious lunch of grilled steak and chicken while being entertained by 4-H'ers Lillian and Julia Haigh on the piano. Thirty-six active and four retiree association members were present. The current membership stands at 47. Kay Morton of Lee County has agreed to serve as 2<sup>nd</sup> Vice President of the State Secretaries Association. Nan Rackley of Columbus County received the Secretary of the Year award.

The following slate of new officers were installed:

Susan Johnson, Cumberland – President  
Kim Gibson, Montgomery – 1<sup>st</sup> Vice President  
Ruth Ann Pope, Anson – 2<sup>nd</sup> Vice President  
Christine Barrier, Cabarrus – Treasurer  
Myra Johnson, Moore – Secretary  
Leeann Crump – Richmond – Advisor

#### **Southeast - Kim Davis**

The Southeast District worked hard to plan the 2008 state meeting, making bracelets securing speakers, meal plans and the list goes on. Everyone has had a relaxing, refreshing and renewing experience here in Wilmington this week and we look forward to our next district meeting with a professional development program not a state meeting menu.

#### **West – Susanne Winebarger**

The West District Cooperative Extension Secretaries Association currently has 31 paid members.

Our spring district meeting was held at the Mountain Horticultural Crops Research & Extension Center in Fletcher on April 25. Eighteen members were present, including five of seven new members. Four of the new members came to us because of Extension's redistricting, and we were very pleased that one of them was willing to step in as our second vice president. Elaine Clamser read a poem entitled "The Dash" in memory of her co-worker, Jean Miller. Jean was a secretary in Henderson County for 47 years and passed away unexpectedly in March. We had a full agenda including the usual association business. We were excited to learn that Debbie Sparks had created a wiki page for our district association. We had a lengthy discussion about how to make our association better and voted to make several changes which included changing our meeting dates and locations, implementing a community service program and planning annual professional development retreats. We discussed plans for the 2010 state meeting and selected two co-chairs for the planning committee. Janice Dotson and Jane McDaniel reported on the NCCESA Board Meeting that they attended in February. We were pleased that twelve applications were submitted from our district for the Herter O'Neal Scholarship. Jane McDaniel gave an update from the Staff Senate. We had lunch together at a local restaurant and wrapped up our meeting around mid-afternoon.

Our fall district meeting was held at the Yancey County Extension Center on August 15. Sixteen members were present. We were very pleased with the effort our members made for our first community service project. Members brought donations for the Reconciliation House in Yancey County, which is a store that provides assistance in the forms of food, fuel, clothing, etc. to needy families. Once again, we had a full agenda that included the usual association business. We voted to make changes to our rules and by-laws. Jane McDaniel had made great progress with our district wiki page. Since the spring meeting, she made several additions including a "Help" page that was suggested by our Professional Improvement Committee with links to many different sources of information that are especially helpful to new secretaries. The 2008 4-H Scholarship was awarded to Buncombe County and will be used to assist a 4-Her in attending the State Council Meeting in Raleigh in November. Our fall meeting dates were conflicting with the beginning of school, so we decided to change the dates with the hope that attendance will increase. The 2010 State Meeting Planning Committee gave an update on plans and arrangements. Association members volunteered to be on sub-committees, and fundraising plans were discussed. We decided to wait until after the 2010 state meeting to have another district retreat. The 2008 Secretary of the Year Award was presented to Elaine Clamser. She received a plaque and \$100. Deanna Jordan and Debbie Goforth gave a report from the Postage Committee meeting they attended with Tom Mease. Jane McDaniel gave an update from the Staff Senate.

The following officers were installed for 2008-09:

President – Norma Chrisawn  
1<sup>st</sup> Vice President – Jane McDaniel  
2<sup>nd</sup> Vice President – Karen Ball  
Secretary – Janice Dotson  
Treasurer – Deanna Jordan

After our business meeting and lunch, we toured Mountain Farm, a 24-acre lavender, blueberry, and dairy goat farm, where we enjoyed soap and cheese-making demonstrations.

**West Central** – Julie Campbell

We are the brand new West Central District. We had our first meeting on May 2, in Alexander County. Janet came and helped us with the meeting. We had a good meeting. We have voted in our new officers:

President - Julie Campbell  
1<sup>st</sup> Vice President – Fran Little – Catawba County  
2<sup>nd</sup> Vice President – Sandy Kanupp – West Central District Administrative Associate  
Secretary – Michelle Ham – Ashe County  
Treasurer – Nancy Miller – Catawba County  
Parliamentarian – Tracy Vogler – Davie County

Our fall meeting will be October 10 in Alleghaney County. We did contribute \$100 per county to the SRERESSA fund.

We don't have a whole lot, we are still getting started, and our next meeting we will have more business to take care of.

#### **STANDING COMMITTEE REPORTS:**

**Finance** – Cathy Harvey distributed the Financial Report and the 2008-2009 Proposed Budget previously to members.

#### Checking account

- Beginning balance – \$7,277.31
- Revenue – \$8,800.24
- Expenditures – \$11,991.32
- Account balance – \$4,086.23

#### Money Market

- Beginning balance - \$10,492.80
- 04/08 Transfer from checking - \$5,000
- 09/10 Transfer to checking - -\$2,000
- Interest Earned - \$451.27
- Account balance - \$13,944.07

#### Share Account

- Beginning balance - \$55.75
- Interest earned - \$.98
- Account balance - \$56.73

Cathy presented the proposed budget for 2008-2009. Kay Williamson made a motion to accept the budget as proposed. All approved.

**Membership** – Janet VanJaarsveld is giving the Membership Report for Carolyn Bagley. Currently we have 245 paid members. I know we are having big changes, people retiring and moving so if you get new people in the office, please encourage them to come to one of your meetings and see what we are all about.

**Nominating Committee** – Martha Smith presented the 2009 nominees for State Office:

President – Carol Horne  
1<sup>st</sup> Vice President – Pam Brylowe  
2<sup>nd</sup> Vice President – Kay Morton  
Secretary – Shelia Ange  
Treasurer – Faye Black

Janet Mabry made a nomination from the floor to elect Donna Stewart as Treasurer. She represents Campus and this is an opportunity for more districts to be represented on the Executive Board. Devona Beard seconded the motion. Janet VanJaarsveld asked for any other nominations from the floor. Faye Black withdrew her name as Treasurer. Janet VanJaarsveld made a comment that it gets harder and harder to get these positions filled. We need people to take positions. It's a commitment that we all need to think about doing. We shouldn't have to beg each year. It's not just the Executive Board; the districts go through the same thing. Please think about that and if someone approaches you about serving or if you think you can do a good job in one of these positions, step up. Nothing is ever easy. If I can get through it, the rest of you can get through it. If anyone else in this room would like to be considered for Vice President, Treasurer, Secretary, raise your hand now. The motion has been seconded. All were in favor of the 2009 slate of officers.

**Herter-O'Neal Scholarship** – Pam Brylowe

We have come a long way!

Before I explain that - I'd like to take a poll. Raise your hand if you know who Edith Herter and Frances O'Neal are.

Congratulations to everyone who raised their hand and for all the rest of you...

Edith Cline Herter and Frances Herman O'Neal were Extension Secretaries in Catawba County who conceived the idea of an Extension secretaries' association. Using **their own financial resources** and **on their own time** they sent a letter to all Extension secretaries in North Carolina asking if they would be interested in forming an organization. Spurred by the overwhelming positive response, organizational meetings were held in Newton and Asheville on **Saturday**, August 18, 1973.

The state organizational meeting was held on **Saturday**, November 10, at the Guilford County Agricultural Center in Greensboro. Frances was elected President and served the remainder of 1973 and 1974. Edith served as the first president of the Southwestern District.

Our association has in deed come a long way over the past 35 years - but it all started with Edith and Frances, our founders.

The Herter-O'Neal Scholarship is named for these two pioneering professionals.

Last year new guidelines for the Herter-O'Neal Scholarship were drafted and then approved at our state meeting. The Herter-O'Neal Scholarship now awards \$750 to help a North Carolina business student achieve their college degree.

Operating under our new guidelines, as of April 1st I had received four Herter-O'Neal Scholarship applications. The Northeast District, the Southeast District, the West District and the West Central District submitted applications.

I recruited three Jones County Extension staff members to serve as a Scholarship Committee. After reviewing these applications the majority had selected April Byrum to receive the Herter-O'Neal Scholarship. April's application was sent in from the Northeast District.

During the process of awarding the scholarship, word came to me that April was to receive her Associates degree in May. Based on the new qualification guidelines, applicants must be actively pursuing an Associates degree. Awarding the scholarship was put on hold until we heard back from Trisha Sawyer, the Financial Aid Officer at Roanoke-Chowan Community College, as to what April's future educational plans were.

Early in June Trisha Sawyer emailed me that April "is planning to return to RCCC in the fall semester for College Transfer. While she is here she plans to take 2 or 3 classes each semester (half-time status). April plans to transfer the Fall semester 2009 to either Chowan University or Strayer University where she will major in business administration with an accounting concentration."

After consulting with Carol Horne and the district Vice Presidents, the state association's Herter-O'Neal Scholarship Committee proceeded with awarding the Herter-O'Neal Scholarship to April Byrum.

My heartfelt thanks to everyone who worked with me in awarding this year's scholarship.

Congratulations to April and all our best wishes as she continues her studies.

Having gone through the process, the new process that was revised last year for the scholarship awarding, I would like to recommend the following changes.

1.) Basic Information -

First bullet:

**From:** “This scholarship is offered to anyone planning to pursue an Associate degree in business or a business related field of study.”

**To:** “This scholarship is offered to anyone pursuing a college degree, (associate/and or bachelors), in business or a business related field of study.”

Second bullet:

**From:** All eligible applications will be considered regardless of race, sex, religion, or age.

**To:** All eligible applications will be considered regardless of race, sex, religion, veteran's status or age.

2.) State 2<sup>nd</sup> Vice President Responsibilities – add the following bullets:

- Notify the state winner of the Herter-O’Neal Scholarship by letter.
- Notify district finalist not chosen – follow template letter.
- Prepare and present scholarship report at NCCESA state meeting.

3.) County Administrative Secretary Responsibilities – add bullet:

- Submit county applications to District Professional Improvement Committee chairman.

Change third bullet:

**From:** “Notify winner and coordinate presentation (if winner is from your county).”

**To:** “Coordinate and make presentation (if state winner is from your county).”

4.) Winner’s Letter Template – in addition to the Financial Aid Officer, send a copy of the letter to the NCCESA Treasurer, and the district 2<sup>nd</sup> Vice President.

5.) Scholarship application – add the following information:

- I. Name and mailing address of the college applicant is attending or will attend;
- II. Name, e-mail address, and phone number of college’s Financial Aid Officer; and
- III. Name of County Extension Office and application is submitted from.

We will now vote on the changes. All were in favor.

Dr. Ray McKinnie spoke to the membership on behalf of administration.

**Public Relations** – Carmen Bowell – No report

**Rules and By-Laws** – Elizabeth Wilson – I would like to take this opportunity to thank the ladies on the Rules & By-Laws Committee. By working through e-mails, we were able to come up with proposed changes and/or additions for our association’s rules and by-laws. Also, I would like to thank Christine Barrier for helping me. When I had questions about how to word these changes and/or additions, all I had to do was either call or e-mail Christine and she was right there to help.

As we all know, the Extension Administration decided that it was time for redistricting. With the change, the rules and by-laws committee came up with some additions for our organizational structure in our by-laws.

Couple months back, our State President, Janet VanJaarsveld, e-mailed everybody the proposed changes/additions. Everyone should have looked over the additions to the by-laws. If you have not, I have placed copies on each of the tables.

### Article III – Organizational Structure

#### Section 1:

This Association shall be organized into districts, the same as the North Carolina Cooperative Extension Service, and shall change according to any changes in the North Carolina Cooperative Extension Service Districts.

### Proposed By-Laws Changes/Additions

### Article III – Organizational Structure

#### Section 2:

In the event a district is eliminated and/or added by virtue of a NC Cooperative Extension administrative decision, NCCESA will proceed to align their membership districts with the administrative districts. This will be accomplished through the following steps in applicable situations within 60 days of effective date of redistricting:

1. When a district is dissolved and/or added a completely new one formed from the combination of at least two existing districts and the officers for said districts have already been elected, the presiding association executive board will coordinate elections of new officers. Such election will be by vote of members.
2. When a district is dissolved and/or added surrounding districts absorb members; new members will be added to committees if district elections have already taken place. If elections have not been carried out, then new district members will be eligible for nomination for a district office.
3. When a district is dissolved and/or added, any funds remaining, following the payment of district expenses, will be divided equally based upon district membership and forwarded to members' designated districts.

Does anybody have any questions, comments, or suggestions to the proposed changes and/or additions to the bylaws? All were in favor of the changes.

**Reflections** – Carmen Boswell – No Report

### **SPECIAL COMMITTEE REPORTS**

**Federation** – Janet Mabry on behalf of Christine Barrier

Christine is in Indianapolis, Indiana at the Galaxy Conference where she received the National ESP Award for Visionary Leadership. She was one of three people from North Carolina. The

other two, Dr. Lanny Haas for Distinguished Service and Mark Blevins of Gaston County for Diversity. Christine is the first of our co-workers to receive an award of this stature.

NCFCEA – Federation - The second Board of Directors Meeting will be Thursday, November 6<sup>th</sup> at the Randolph County Extension Center.

The 2008 Annual Forum will be held December 12<sup>th</sup> on NCA&T University Campus.

The 2<sup>nd</sup> ‘Leadership & Service Recognition Award’ will be presented at the Forum.

Ex-Officio Board Memberships - As President of Federation, I also serve on the North Carolina Cooperative Extension Service Foundation (NCCESF) Board of Directors (<http://www.cals.ncsu.edu/foundation/nccesf.html>) as an Ex-Officio member. This term starts January 1.

I also have the opportunity to serve as an Ex-Officio member of the NC Family and Consumer Sciences Foundation Board of Directors (<http://www.cals.ncsu.edu/foundation/nfcfs.html>) also starting January 1.

FCS Board of Directors Planning Retreat was held on August 15, 2008 at the NC State University Club.

Both Foundations meet at least 3 times a year.

A joint Board of Directors Meeting was held September 11 in Raleigh, which included the celebration of new Endowments being signed. Dean Wynne presided over the luncheon.

State FCS Meeting - Federation was extended an invitation to attend and offer ‘Greetings’ at the opening Luncheon of the NC Extension Association of Family & Consumer Sciences – 2008 Annual Meeting, August 4, at Lake Junaluska.

**Horn of Plenty** - The 2008 HOP was held on August 22<sup>nd</sup> in Craven County – New Bern. Over 600 NC County Commissioners and their families along with special guests enjoyed the Friday night’s dinner provided by NCCES. NCCESA provided and serviced Iced Tea, Lemonade, and ice-cold water. NCCESA is the only association presently sponsoring in-kind donations to HOP, along with our \$100 donation. Assisting me in representing NCCESA were Tracy Brown, Shelia Ange, Wendy Paschal, Melanie Storey, Pam Allen, Helen Davis, Joan Hobbes, Penny Shue, Cathy Harvey, Debby King and Nita Walton.

2009 HOP will be held in Catawba County, and chaired by County Extension Director Fred Miller.

**JCEP – Southern Region** - JCEP (Joint Council of Extension Professionals) was held February 5-7 in Orlando, Florida. Workshop themes were *‘Reaching All Generations in Your Extension Efforts’ and ‘Emerging Technology and its Use in Reaching Extension’s Diverse Generational Audience.’* This two-part workshop shared highlights of the characteristics and values of these diverse learners (Matures, Baby Boomers, X & Y generations) and identified tools and techniques to be used by Extension to reach and engage them. Technology such as blogs, wiki’s collaborative software and podcasts were discussed, and how these methods can make life easier for all Extension professionals and expand outreach to our clientele.

During this conference, I was also able to make contact with as many as 25 states and disseminate information regarding the upcoming SRERSSA (Southern Regional Extension & Research Support Staff Association) Inaugural Meeting scheduled for November 12-14, 2008 in Nashville, Tennessee. Several names of persons of interest were collected and shared with Donna Fulp, SRERSSA Inaugural President.

**PILD (Public Issues Leadership Development) Conference** - PILD (Public Issues Leadership Development) Conference was held in Arlington, Virginia, April 27-30. *'Connectivity: Community to the Capitol'* will engage conversation between Extension professionals, to include State Advisory Council members, and US Congressional members.

**Epsilon Sigma Phi** - Annual Meeting will be held on October 30, 2008 at the Guildford County Center, Greensboro. Total membership is approximately 160, with new and renewal memberships still being received by the Treasurer.

After 3 years of continuous Extension employment, any Extension staff person is entitled to apply for membership into ESP.

Serving as Legislative Committee Chair, one of my responsibilities were to arrange appointments/visits with the NC Congressional members during the PILD Conference this year. Each office received a personal visit from Extension professionals and State Advisory Council Members, along with the presentation of pertinent, individualized information regarding NC Cooperative Extension.

ESP offers scholarships to JCEP and PILD, mini-grants, numerous professional development opportunities and several awards.

There are several SPA members at this time and more are encourage to become involved.

ESP – Galaxy III - Galaxy III is scheduled for September 14-19, 2008 in Indianapolis, Indiana. All 50 states are represented. Approximately 70 North Carolina Extension professionals were in attendance. Conference theme is *Celebrating The Extension System...Strengths, Diversity and Unique Qualities.*

**Staff Senate** – Laura Massengill, Chair of the Staff Senate introduced Steve Carlton, Vice-Chair. Recognized the current and former senators serving on Staff Senate. Encouraged the membership to visit the Staff Senate website and to always review the mission of the staff senate and its purpose.

Goals for Staff Senate:

1. Revise internal processes and procedures
  - a. Update Staff Senate By-Laws and continue to explore ways to enhance communication with EPA, SPA and county constitutes.
2. Develop a better understanding of the current and proposed parking/transportation situation on campus and how it impacts the campus community.
3. Develop a mechanism to access historical files through the Staff Senate Home Page, ie. minutes and information from previous years.

Encourage nominations to serve on the Staff Senate. You are a very important part of staff senate. We need representation from district 14-B, the counties. We need your input. Let me know how staff senate can help you in the counties...voice your concerns.

## **Outreach Committee – Diane Scarboro – No Report**

**Honorary Membership** – We had one person apply – Connie Bass was Administrative Secretary for Iredell County for 13 years. She retired December 2007. During her thirteen years of service, Connie established herself as a valued asset to the staff and citizens of Iredell. Along with her daily administrative task, she work closely with staff and all aspects of computer and related technology issues, designed and maintained the webpage. Instructed the staff on software programs and corrected equipment failures and provided input for professional design on newsletters and appropriate projects. Connie took advantage of the many educational opportunities and has graciously shared her knowledge with staff. She was very active member of NCCESA on both the district and state levels and has served a term on the staff senate. All were in favor of the honorary membership.

**Award Winners** – Janet VanJaarsveld - Sharon Rowland asked that I present the Ort Award today during our business session.

### Ort Award – Elizabeth Wilson, Johnston County

Carol Horne recognized the winner of the Executive Board winner last night: Peggy D. Elliott from Cumberland County. Peggy thanked everyone.

Nancy Miller, winner of the Sue Mills Lighthouse Award, said she was very honored to receive the award and several people have asked about my little girl and funding to send her back to 4-H Camp. If anyone is interested in helping me do that, I am looking for funding and have started looking in Catawba County. She also has a sister and I'm actually looking for money to send two girls to camp, which will be probably around \$650. If anyone is interested in making a contribution, you can e-mail me and I will send you information or if you want to send a check to the Catawba County and I will put in the 4-H account and make sure it goes to the two girls to go to camp.

**SRESSA** - Devona Beard – The Charter Meeting of the Southern Regional Extension and Research Support Staff Assocaiton better know as SRERSSA will be held November 12 – 14, 2008 in Nashville, Tennessee. At this time we have 93 registered from Mississippi, Louisiana, Kentucky, South Carolina and North Carolina.

Hope all of you have had an opportunity to stop by the SRERSSA Booth and see some of the power point presentation of how SRERSSA was organized and what's planned for the Charter Meeting in November. Also commemorative items were on display. I also hope, you picked up a registration form and will decide to join us for this history-making meeting.

This association was formed through the continued efforts of the North Carolina Cooperative Extension Secretaries Association representatives visiting other state associational meetings as well as representatives from other states visiting our state meetings and encouraging a national association.

After many, many years, a dream of some ladies many years ago and all the hard work that has been put into this association is coming to fruition. An organizational meeting was held July 13, 2007 in Burke County, NC with representatives from Mississippi, West Virginia, South Carolina, Alabama, Louisiana and North Carolina. With the facilitation of Dr. Mitch Owen, a lot of hard work was done that day and a great deal accomplished. At day's end, we had Interim Officers; with NC having two on the Interim Executive Board. President and Webmaster for SRESSA are

our very own Donna Fulp and Tracy Brown. As you can see, NC is the leader in getting this association off the ground. Committees were organized as well as a mission statement.

The mission states:

*SRERSSA will improve the lives and careers of members by providing One Voice to improve the development of Extension across the Southern Region through professional recognition, networking with states, administrative advocacy and professional and personal development.*

The meeting includes a great deal of professional development

Workshops include:

1. Customer Service... "It's An Attitude."  
Facilitated by Dr. Wanda Sykes, SE District Director
2. The Banquet Keynote Speaker is:  
Dr. Debra Davis, Professor of Organizational Development and Evaluation for Louisiana who started her career as an Extension Secretary.  
She will speak on "It's All About Me."
3. "Generation Gumbo"  
Facilitated by Deborah Bost, Cabarrus County Extension Director
4. "Has Casual Friday Gone Too Far"  
Facilitated by Minnie Mitchell, Cabarrus County CRD Agent

The Professional Development Tour:

1. "Step Back Into History" includes a visit to the home of our seventh President, Andrew Jackson and Belle Meade Mansion where the Civil War skirmish was fought on the front lawn.

Other highlights include the General Jackson Dinner Cruise on Thursday evening. Also optional tours are offered such as the Grand Ole Opry and the Nashville City Tour for anyone that is going a day early or stay a day or so longer.

I hope you've seen the commemorative items that are being offered: shirts, coaster stones, tumblers and lapel pins all with SRERSSA's logo.

Also, thanks to Sharon Rowland, Executive Director of Development, Cooperative Extension Service and the Foundation Board. The NC Cooperative Extension Foundation has approved a line item of \$3,000 to be used by Cooperative Extension Secretaries to support travel to the SRERSSA meeting. These awards are to be made in \$425 increments (to allow the most individuals to attend) and should be distributed in each district. This is in addition to the annual support that the Foundation provides tour association and is a one-time gift. Thank you again Sharon and the Foundation.

I will send a list of members already registered and paid to the District Presidents. District Presidents will send names of any members that would like to attend but does not have funds to attend to Donna Fulp by Friday. Donna Fulp will put names of registered members and others interested in attending in district pots and pull one name from each district including campus. Donna will notify drawn names by Monday. If person drawn has already registered they will have the option of using the money/sharing with others or allowing another person to be drawn. The check will be deposited into NCCESA account and NCCESA will write checks to individuals.

Please make sure the retirees that are paid members are included in the pot for the SRERRSA drawing. Donna Fulp spoke up and said anybody that wants to go, please put your name in the

pot. North Carolina has been a leader for years trying to get this association started. Currently Mississippi is out numbering us in registration for the SRERREA meeting in Tennessee.

**Message from the President** – The Executive Board and your district presidents have been meeting and discussing the treasurer’s position all week. The treasurer position is always a hard position to fill. It has been recommended that we have a treasure-elect on the board. This position will work with the treasurer for one year before taking the position of treasurer. The treasurer-elect will not write checks. This will allow the treasurer-elect to see what is involved and can step into the treasurer’s position and will know what is going on. This will be an elected position on the board. A suggestion was made to have an advisor for the treasurer’s position. This recommendation was tabled. Keep it in the back of your mind.

Janet VanJaarsveld stated that Cathy and I were looking at the by-laws regarding the treasurer position and it is in the by-laws that the treasurer will serve as advisor the following year. It has always been that way; we just need to expand on it.

Janet VanJaarsveld took a moment to thank everyone for this year. It has been fun and I’ve enjoyed it. At this point we will install the new officers.

**Installation of officers** – Donna Fulp - Advisor – installed the 2009 officers

Janet VanJaarsveld, Advisor  
Shelia Ange, Secretary  
Donna Stewart, Treasurer  
Kay Morton, 2<sup>nd</sup> Vice-President  
Pam Brylowe, 1<sup>st</sup> Vice-President  
Carol Horne, President

Carol Horne thanked Janet VanJaarsveld for a job well done and presented her with a charm on behalf of the association.

Nita Walton presented Kim Davis flowers on behalf of the Southeast District for a job well done.

Kim Davis thanked Danyce Dicks for all her hard work. She worked with the hotel and has performed miracles. Kim had an announcement...one of our own is becoming a Family and Consumer Science Agent in Sampson County, Casey Stevens.

**2009 State Meeting Invitation:** The Campus Chapter of the North Carolina Cooperative Extension Secretary Association will host the 2009 State Meeting in Raleigh on September 17 and 18, 2009. In the past year, we have had the pleasure of joining forces with the secretaries from North Carolina A&T State University in an effort to further strengthen our Campus Chapter. Together we are working hard to put together a program that will provide you with excellent professional development opportunities as well as some exciting educational tours.

Meeting adjourned.

Respectfully submitted:

Rhonda M. Gaster,  
NCCESA Secretary