

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

**Jane S. McKimmon Center
Raleigh, NC**

May 14, 1982

The Board of Directors of the North Carolina Association of Agricultural Extension Secretaries (NCAAES) met at 10 a.m., May 14, 1982 at the Jane S. McKimmon Center in Raleigh, N. C.

In absence of the State President, Cynthia Potter, the State Advisor, Margaret Reynolds, presided at the meeting. Twenty-eight members were present.

Linda Lee, President Southeastern District, presented the devotional.

Lou Lakey* State Secretary, read the minutes of the September 3, 1981 Executive Board Meeting and Board of Directors Meeting. The opinion was that 5 p.m. was a better time for the Boards to meet rather than late at night.

Cleo Geer, State Treasurers gave her report (copy attached). The Southwestern District made a memorial of \$25.00 for Dr. Dick Smith (increasing the scholarship fund to \$325 this year). Moriah McPherson expressed thanks to the treasurer for purchasing an attache case for the treasurer's use.

ITEMS OF OLD BUSINESS:

1. Linda Lee, Southeastern District, invited everyone to attend the annual State Meeting, September 16-17, at the Islander, Emerald Isle. Double room rates are \$28 Thursday and \$36 Friday. Registration begins at 12 noon, Thursday, September 16 and 9-10 a.m., Friday, September 17. A pig-pickin' is planned for Thursday night, and Friday's entertainment will feature the Marine Corp Band. Mr. Joe Hammett, Community Colleges, will be the speaker. More information will be sent out in early August.
2. State Newsletter - Everyone is urged to send news items to Alice Cox, State Public Relations Chairman, Rockingham County, by June 15.
3. Lillian Briggs, First Vice-President, will handle Executive Board Award to be presented at annual meeting in September.
4. The scholarship this year will go to Northeastern District. Northeastern District will send their applications to Lillian Briggs. A synopsis of the top five candidates will be prepared for the Executive Board when they meet at State Meeting in September. Southeastern District will receive the scholarship in 1983.

Pat Birdsong made a motion that the scholarship applications be gotten out by the District in time for the nominations to come back to the Spring Planning Meeting so that the student receiving the scholarship could be given recognition at their school awards day. The motion was seconded and carried.

5. Honorary and Associate Member applications should be sent to Lou Lakey, State Secretary, before the State Meeting.
6. Scrapbook - Helen Vann, Sampson County, has the scrapbook and will have it on display at the State Meeting. Send her anything your district would like to have in the book.

ITEMS OF NEW BUSINESS:

1. The First Vice-President, Cathy Karris, Southwestern District, has resigned from Extension. The Second Vice-President, Lillian Briggs, Northeastern District, will move to First Vice-President. The Presiding Officer said that the Second Vice-President should come from Northwestern District and instructed Patsy Steele, Northwestern District President, to send all Northwestern counties applications for Second Vice-President. These will be sent to the 1981 Nominating Committee Chairman, Patsy Sykes. Patsy Sykes called attention to Article VIII - Board of Directors, Section 3:(3) of the N. C. Association of Cooperative Extension Secretaries Constitution and By-Laws. At the request of the Presiding Officer, the 1981 Nominating Committee agreed to handle the Second Vice-President nominations.
2. Finance Committee - Kathy Hussey, Chairman, announced that she would like to meet with the members after the meeting to prepare the proposed budget for 1983 to be voted on at the State Meeting.
3. Eligibility List for State Officers - Each district should send an updated list (including which office each person has held) to State Public Relations Chairman, Alice Cox by June 15 to be included in State Newsletter.
4. Nominating Committee - Nomination forms will be included with the State Newsletter. Send nominations to Nominating Committee Chairman, Betty Cox, Northeastern Districts Chowan County, by August 15. The 1981 Nominating Committee will select a Second Vice-President and give to Betty Cox, 1982 Chairman.

The need for updating and revising the NCAAES Handbook was discussed. Margaret Reynolds will pass the suggestion (to get a committee together to work on this) to the President, Cynthia Potter.

4. Update of District Officers and State Committees - Office of Treasurer in Northwestern District changed from Wanda Grubb, Davidson County, to Pat Birdsong, Watauga County.
5. Parliamentarian for State Meeting will be Gwen Huddleston, Onslow County.
6. Reports and Planning for Annual Meeting - Lou Lakey, Davie County, is to send an invitation to the State Meeting to all District Chairmen (except Southeastern, this will be done by host district), Dr. Black, Dr. Dew, and other Associate Directors. All details of the State Meeting (agenda, door prizes, etc.) are being handled by Southeastern District.
7. Host for 1983 State Meeting will be Northwestern District.

Jane Ellington, Southwestern District, reported on the South Carolina Extension Secretaries State Meeting held April 23-24 in Columbia. Margaret Reynolds and Jane Ellington attended this meeting. Discussion followed Jane's report regarding the possibility of a joint regional (South Carolina, Georgia, North Carolina) meeting in 1984. The 1983 Executive Board will look into this. Also, there were suggestions and ideas for forming a N. C. State University Campus Chapter of NCAAES. Pat Birdsong suggested that each District Extension Chairman's secretary be put on that district's mailing list and invited to district meetings. It was decided to send the State Newsletter to campus secretaries.

Dr. Paul Dew and Dr. David Burnette joined the meeting briefly. Dr. Dew explained the eligibility policy for the Jewelry awards.

District Presidents (Sandy Ballard, Western; Patsy Steele, Northwestern; Gail Lail, Southwestern; Mariah McPherson, North Central; Katherine Gillam, Northeastern; and Linda Lee, Southeastern) reported on the activities of their respective district associations. Mariah McPherson and Margaret Reynolds stressed the importance of emphasizing membership and the benefits gained from participating in the NCAAES.

The meeting adjourned at 12:45 p.m.

Respectively submitted,

Lou R. Lakey, Secretary
NCAAES, 1982