



NCCESA CAMPUS CHAPTER AUGUST 10, 2007 *Minutes*

Attending: Susan Brame, Tracy Brown, Karla Frizzelle, Suzanne Hugus, Mary Ann Lofgren, Vicky Merritt, Vicki Pettit, Charlotte Simpson, Evelyn Stahling, Mel Stoss, Stephanie Tedesco, Angie Thomas, Makia Tillman, Donna Warren

Guests: Ralph Whisnant, speaker

Call to Order and Welcome: President Susan Brame called the meeting to order and welcomed members and guests.

Thought for the Day: 1st Vice President Tracy Brown gave the "Thought for the Day" on *Big Value From Small Opportunities*.

- Sometimes the opportunities that seem the smallest are the best. For they're the opportunities that have the most room for growth.
- The biggest, most obvious opportunities attract a great deal of attention. That can make them fiercely competitive because of all the people who seek to make the most of them.
- Small opportunities can go largely unnoticed. Yet for someone who makes the effort to see it, a small opportunity can be an ideal platform on which to build great value.
- Small opportunities are numerous and widely available. You could spend your whole life waiting for a big opportunity, while many small opportunities come along every day.
- Small opportunities usually offer more latitude, flexibility and room for creativity. With small opportunities you can make the most of your own unique passion and purpose.
- Open your eyes to the abundance of seemingly small opportunities that arrive in your world on a daily basis. For even with small opportunities you can create big value.

--Ralph Marston

Roll Call: Secretary Vicky Merritt gave the roll call. Present: 14 members Guests: 1 guest speaker.

Introduction of Guest Speaker & Program: Vicky Merritt, Chair of the Professional Improvement Committee introduced our guest speaker, Mr. Ralph Whisnant. Mr. Whisnant moved to Raleigh about 2 years ago and is a volunteer tour guide at the J. C. Raulston Arboretum. Due to the extreme heat today, Mr. Whisnant gave the group a virtual tour of the Arboretum.

- There are about 20 volunteers who conduct tour guides of the Arboretum.

- Volunteers do about 90% of the work in the gardens at the Arboretum.
- Supported by Friends of the Arboretum...no state financing...many advantages to becoming a member of the Friends of the Arboretum – referred to brochure “Join Us”
- 3 major public gardens open to the public – gardens in Chapel Hill, Duke Gardens, and the J. C. Raulston Arboretum at NC State University
- Calendar of Events flyer given to those present and Mr. Whisnant highlighted a few events such as the JCRA Arborfest (Sept. 15, 2007), Friends of the Arboretum Lecture (Sept. 20, 2007), Pi Alpha Xi Plant Sale (Sept. 29-30, 2007), Friends of the Arboretum Annual Plant Distribution (Oct. 6, 2007) and the Poinsettia-Open House (Dec. 9, 2007) and there are many more events during the year.
- Encouraged everyone to view the master plan for the Arboretum located in the hallway
- Group watched a video of “In The Garden” with Bryce Lane where we learned a lot about the history of the J. C. Raulston Arboretum and some of the unique plants, etc. available
- A virtual tour was given by Mr. Whisnant - referred to the brochure “Tour Guide” as he talked about the Scree Garden, Lath House, Japanese Garden, Rose Garden and much more.
- Many new plants come in on the East coast now and make their way to the West coast – it use to be the opposite.
- Environment can influence the appearance of a plant.

We learned so much about plants, trees, and how Mr. J. C. Raulston’s dream became reality and Dr. Dennis Warner, Director of the J. C. Raulston Arboretum continues the “spirit of sharing”. Mr. Whisnant invited everyone to come back for a tour of the gardens and be sure to “walk on water” at the Stepping Stones Water Garden. It’s all about the plants—that’s what we are!

President Susan Brame thanked Mr. Whisnant and the Professional Improvement Committee for the program.

Approval of Minutes: Minutes were emailed to each member and President Susan Brame asked if there were any corrections or additions to the minutes. There were none. Tracy Brown made a motion to dispense of the reading of the minutes and Karla Frizzelle seconded.

Treasurer’s Report: Charlotte Simpson, Treasurer provided each member with a copy of the Treasurer’s Report, which showed the following:

Checking Account balance	\$97.29
Money Market balance	\$2838.41 (\$918.00/2009 mtg and \$1,920.41/MM)
Shares (Savings) balance	\$26.97
Total Funds	\$3,162.67

Karla Frizzelle made a motion to accept the Treasurer’s Report and Vicki Pettit seconded. The motion was voted on and approved.

COMMITTEE REPORTS

Membership: No report

Public Relations: No report

Reflections: Report given by Makia Tillman, Chair of Reflections Committee.

The Reflections Committee submits the following report:

- ❖ May 22, 2007 A sympathy card was sent to the family of Mrs. Ellen Majewski. Ellen Majewski, a former member of the NCCESA fell asleep?? on May 13, 2007.
- ❖ June 18, 2007 Photos were forwarded from the 2007 June Picnic (held at Lake Wheeler) to Linda Judge, Chair of the Public Relations Committee for the chapter's newsletter and Tracy Brown, Webmaster for the chapter's website.

Special Announcement: Angie Thomas, 2nd Vice President announced to the group that she was expecting a baby and will resign from her position as 2nd Vice President . She expressed how much she has enjoyed being a part of the association and appreciated the support shown by the Executive Board and members. President Susan Brame congratulated Angie and thanked her for serving as 2nd Vice President .

Nominating: Mary Ann Lofgren brought a recommendation from the Nominating Committee for the following slate of officers for 2007-2008:

Advisor	Susan Brame
President	Tracy Brown
1 st Vice President	Charlotte Simpson
2 nd Vice President	Evelyn Stahling
Secretary	Karla Frizzelle
Treasurer	Donna Stewart

President Susan Brame called for any nominations from the floor. There were none. Evelyn Stahling made a motion to accept the slate of officers from the Nominating Committee. Stephanie Tedesco seconded. The motion was voted on and carried.

Rules and Bylaws: Karla Frizzelle, Chair reported the state office had sent an email about a proposed by-law change but that proposal was taken from the floor and will not be voted on at the state meeting in September.

Finance: Charlotte Simpson, Treasurer submitted this report as the Treasurer's Report earlier. No additional report.

Hospitality: Mel Stoss, Chair submitted the following report.

The Annual Picnic was held on Tuesday, June 12th at a new location at Lake Wheeler Park. We had 18 members and guests in attendance. Our guest speakers were Mariah McPherson and Helen Miller and guest Kay Evans all from Orange County. Mariah and Helen spoke to the chapter about the history of the Association. They also provided handouts with additional information. A certificate of appreciation and gift bag was presented to each of the ladies.

A survey was sent electronically to the chapter to gather information regarding the committee's events. We collected 10 survey responses. We will try to incorporate some suggestions into next year's calendar such as a weekend family outing or an educational tour while staying within our budget.

Fundraising: Stephanie Tedesco, Vice Chair , reminded members of the raffle of 2 baskets for the upcoming state meeting. Please see Mel Stoss after the meeting today for your tickets to sale.

Update on status of the Food Lion fundraiser—they will need a 501C—decision made to not proceed with this fundraiser.

Professional Improvement:

Vicky Merritt, Chair presented the following report.

Congratulations to Tracy Brown, who was the recipient of the 2007 Professional Improvement Scholarship of \$100. Tracy plans to make good use of this scholarship as she is working diligently on getting into a Master's program. Please join our committee as we wish Tracy the very best in achieving her goal and we are happy to have been a part of the journey.

The Professional Improvement Committee has been very active this year with planning two speakers for the April and August meetings, Professional Improvement Scholarship, and some articles sent to Chapter members relating to professional improvement.

Today, we were pleased to have Mr. Ralph Whisnant, who is a Tour Guide Leader for the JC Raulston Arboretum, join us for a very informative talk and discussion of the Arboretum and plant topics. Our initial plans were to have a tour of the facilities but due to the extremely hot weather, the tour was brought inside as a "virtual tour". Mr. Whisnant invited us to come back for a tour at a time when the weather will be a little more cooler than today.

Thank you to Geri Bushel, Laverta Flewellen and Jean Pittman for working on the Professional Improvement Committee this year.

Reminder about the Open Forum planned for October 11, 2007 from 9:00 a.m. until 12:00 noon at the Witherspoon building.

Special Committee Reports:

Outreach Committee: Tracy Brown, 1st Vice President reported on the Burke County meeting and the progress being made to form a Regional Secretaries Association. Twenty members from North Carolina traveled to Burke County on July 13, 2007 for a planning meeting of the Southern Regional Secretaries Association. The meeting resulted in a working mission statement, slate of officers, establishment of committees, meeting locations (Athens, GA and Knoxville, TN), and official name – Southern Regional Extension Support Staff Association (SRESSA). Tracy and Susan talked about their trip to the Alabama State Meeting.

2009 State Meeting: Karla Frizzelle and Vicki Pettit presented more information on the 2009 State Meeting. A proposed budget was passed out to members present, which was based on information received from last year's state meeting expenses. A sign up sheet was also passed around to members to sign up for committees. Discussion of possible themes: Inside Extension, NCCESA-On Top Of It All, NCCESA-Better to Best, A Taste of NC, A Class Act were just a few suggestions. We talked about doing a cookbook to include favorite recipes from Extension folks on campus such as Dr. Ort, Dr. Zublena, and others. Vicki Pettit asked that members submit their ideas of a theme to her by August 30th. Vicki will compile a list and send out to members and we will vote on our theme at the October meeting.

Old Business:

- June picnic

New Business:

- Audit of treasurer's book – new treasurer will take office October 1st – President Susan Brame asked Suzanne Hugus to audit the books and she accepted.
- State Meeting – September 20-21, 2007 – Kill Devil Hills, NC
Board Meeting will be held September 20th at 9:00 a.m.
Lunch at 11:30 a.m. on the 20th

Installation of 2007-2008 officers:

Mary Ann Lofgren, Advisor presented potpourri with symbolic colors to the following 2007-2008 NCCESA – Campus Chapter officers during the installation service:

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|-----------------|--------------------------------|--------------------|
| ▪ <i>Purple</i> | President | Tracy Brown |
| ▪ <i>Yellow</i> | 1 st Vice President | Charlotte Simpson |
| ▪ <i>Blue</i> | 2 nd Vice President | Evelyn Stahling |
| ▪ <i>Green</i> | Secretary | Karla Frizzelle |
| ▪ <i>Gold</i> | Treasurer | Donna Stewart |
| ▪ <i>Red</i> | Advisor | <i>Susan Brame</i> |

Passing of the Gavel:

President Susan Brame passed the gavel to incoming President Tracy Brown.

Reminders/Announcements:

- ❖ Horn of Plenty – August 17 – Fayetteville
- ❖ 2007 State Meeting – September 20 & 21 – Ramada Inn, Kill Devil Hills
- ❖ \$25 Membership Dues to Treasurer – October 1
- ❖ 2007-2008 Meeting Schedule:
 - October 12, 2007
 - December, 2007 – Holiday Celebration (TBA)
 - April 4, 2008
 - June, 2008 – Annual Picnic (TBA)
- ❖ August 1, 2008
- ❖ NCCESA Website: <http://www.ces.ncsu.edu/assn/nccesa/>
- ❖ Campus Chapter Website: <http://www.ces.ncsu.edu/assn/nccesa-ncsu/>

The meeting was adjourned as members recited the following benediction:

O Guiding Spirit, Guardian of our days, Please be with us as we go our separate ways, Help us to feel thoughts that lift and bless, and to feel a closer bond of Friendliness; To see the beauty in everyone everyday.

Respectfully submitted,
Vicky Merritt, Secretary - NCCESA Campus Chapter