



## Minutes

NCCEAPA Campus Chapter  
Orange County Extension Center  
December 7, 2012  
1 p.m. - 4 p.m.

**Call to Order and Welcome:** President Susan Graham called the meeting to order and welcomed everyone in attendance. She made a few changes to the agenda and asked members to review the agenda. Donna Holland made a motion to accept changes to the agenda. Vicky Merritt seconded the motion (*motion was carried*).

**Thought for the Day:** The thought for the day was shared by Geri Bushel for Alice Pennix:

"Anxiety is the assassin of creativity. You cannot operate simultaneously under two opposite forces; you can only travel in one vehicle at a time. No matter the situation you're in, you need your creative mind to get out of it. So, do not worry, put your mind at rest and put your mind to work - (what a euphemism)."

Sheye Hassan

**Roll Call:** Ten members and one honorary member were present – Andrea Brooks, Margaret Browne, Tracy Brown, Geri Bushel, Linda Cahoon, Karla Frizzelle, Susan Graham, Donna Holland, Suzanne Hugus, Vicky Merritt, and Evelyn Stahling.

**Approval of the Minutes:** Members were asked to review minutes. Tracy Brown made a motion to accept the minutes. Evelyn Stahling seconded the motion (*motion was carried*).

Recorded by: Andrea Brooks

## **Standing Committee Reports**

**Finance:** Tracy Brown provided members with current financial reports.

CHECKING	\$ 844.11
MONEY MARKET	3,073.13
SHARES	29.08
TOTAL FUNDS	\$ 3,946.32

**Fundraising:** Donna Holland stated that Karla's creativity gave the committee the inspiration for the "writing basket". Karla made a beautiful hand-crafted scrapbook. Each page was made with a pocket that held beautiful note cards and other dainty, detailed items. The pages were decorated with butterflies, flower petals, and decorative buttons with various textures. The basket also consisted of: two feather writing pens, leather bond address book, stationary, and a commemorative tin for storing letters, etc. A total of \$20 was collected to help purchase the items in the basket. The drawing was held on September 14, 2012 at the NCCEAPA State meeting in Raleigh, NC. The winner was Ellen Smoak of NC A&T State University. A total of \$269 was collected from raffle sales.

**Hospitality:** Donna Holland stated that Susan Graham, Evelyn Stahling, Tracy Brown, Margaret Browne and herself met at the Habitat for Humanity Restore in Durham, NC on November 30 for the community service project (see old business for more details).

**Membership:** No report. (*Suzanne said she will send out a survey to see if members are interested in having another Valentine's Day membership drive via teleconference*).

**Nominating:** No report

**Professional Improvement:** No report

**Public Relations:** No report

**Reflections:** No report

**Rules & By-Laws:** No report

Recorded by: Andrea Brooks

## **Other Reports**

**Webmaster:** Tracy Brown stated that the website will be updated as soon as we finish setting up committees.

## **Old Business**

**Community Service Project – Habitat for Humanity Work Day:** The members met with Rachel Presslein, who gave an overview of Habitat's purpose. 100% of the proceeds go towards helping to build homes for Habitat. The Durham location made enough money to build six homes. The Habitat Restore is unique in that it doesn't accept clothing or shoes; only gently used household goods and books. The members who participated were divided into two teams. Each team had tasks to complete. The ladies decided to make it a friendly competition. The end result was two beautiful rooms decorated with furniture and items that would be sold the next day. The ladies said the project was fun; they enjoyed it and would like to do it again in the future. They took pictures of their finished results and shared with everyone in today's meeting.

Andrea reminded members to submit electronic member profiles (preferably before Christmas break starts). She stated she would re-send email with form.

Susan asked members to finish assigning co-chairs, etc. She read the current committee list for 2012-2013. Suzanne suggested Susan change "co-chair" to "vice-chair".

## **New Business**

### **Rules and Bylaws and Name Change :** (*from state meeting*)

NCCESA's official name was changed to NCCEAPA at the business meeting during our state meeting in Raleigh, NC September 13-14. The new name is more appropriate due to the fact that all members are not secretaries.

### **Meeting Dates/Locations for 2012-2013:**

Susan Graham asked if there was any special place we would like to meet. Members added that April 5 isn't a good date to meet. Members from A&T stated that no third Fridays are good – they have staff meetings. Vicky Merritt suggested Susan send a doodle request to members. As for the annual picnic in June, Vicky Merritt stated that

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there were some discussions last year with Nikki Kurdys regarding having the Campus Chapter picnic at her pool, however, due to the timing of our picnic it did not work out.

Vicky suggested that if the hospitality committee would be interested in having the 2013 picnic at a venue such as this one, contact should be made with Nikki as early as possible to ask if she would like to host our 2013 Campus Chapter picnic at her pool and discuss a date and time.

**Community Service Project:** Donna Holland stated the committee decided we should do a hands-on project. She informed members that Habitat for Humanity in Durham has projects on site Monday through Friday during the hours of 10 a.m. until 6 p.m. We could help build a house, clean, or other regular volunteer opportunities. She suggested we set a date, and then determine a need. The possible dates include November 30, December 1, 8, or 15 (Saturdays). Members decided on November 30, which is on a Friday. Evelyn Stahling and Anita Wright suggested members purchase red t-shirts from Michael's.

### **Announcements**

- ❖ Federation Forum – 12/14/12 in Lee County
- ❖ Meeting Dates/ Locations for 2013

So far, based on Doodle, April 11, 2013 will be the date for our next meeting. The meeting will be held in Coltrane Hall at NC A&T from 1 p.m. until 4 p.m.

Professional development: Handling Stress during the Holidays

Susan provided two hand-outs on stress and how to handle it during the holiday season. She urged members to read through and complete some of the included exercises when they have some free time.

After the reading of the benediction, the meeting was adjourned.

Recorded by: Andrea Brooks