



Minutes

NCCEAPA Campus Chapter
 Brick haven – Campus of NCSU
 Friday, April 4, 2014
 1pm-4pm

Call to Order and Welcome: President Alice Pennix called the meeting to order and welcomed each one. A special welcome was given to our new member Alexis Gaines. Review and acceptance of the agenda, motion was made by Andrea Brooks, seconded by Margaret Browne.

Thought for the day: Read by Andrea Brooks:

*If you don't like something, change it. If you can't change it, change your attitude.
 Maya Angelou*

Roll Call: Margaret Browne, Alexis Gaines, Suzanne Hugus, Donna Holland, Elizabeth Dabney, Andrea Brooks, Stella Dockery, Tracy Brown, Alice Pennix

Approval of Minutes from December 16, 2013: Motion made by Margaret Browne, seconded by Alexis Gaines

Committee Reports:

Treasury Report: Tracy Brown

Checking	\$673.32
Money Market	\$3,109.68
Shares	\$29.39

Total Funds: 3,812.39

Fundraising: Geri Bushel

Discussion was entertained concerning ways to raise funds because of the upcoming 2016 State Meeting that Campus Chapter will be hosting. The goal for each fund raising event should be \$400.00. Tracy stated that a district raised money by having a ½ and ½ raffle at each meeting. Campus members also decided to use this method to raise funds(9 members voted and agreed). Each member is asked to pay \$3.00 at each meeting and a raffle will be drawn with the winner to receive half of the monies collected. The ½ and ½ raffle will begin at the picnic on June 20, 2014. It was noted that with the fundraising projects that we had not everyone participated so we need a better system to generate funds. Tracy will contact someone from the North Central District to see how money they used to host the meeting hosted in Raleigh in 2011. We can start asking departments within the universities for donations that can be used as tokens/gifts for the 2016 meeting. Solicit department stores like Lowes to request a donation of an item or items that can be raffled. We need to get an official letter drafted so that when we request donations we will have correspondence to identify our association. Alexis Gaines and Suzanne Hugus will work on creating a letter for us to use to ask for donations. A suggestion was made to have an Ad Hoc fund raising committee. The suggestion was made and agreed upon to have a "Yard Sale Challenge". This will incorporate that each campus- NC A&T and NCSU members will have a yard sale on the same date and who ever raises the most money will win the challenge.

Professional Development: Sarah Kotzion

A presentation was given on the Centennial Initiatives Celebration- NC Cooperative Extension is celebrating 100 years and the official celebration will be held on Monday May 19, 2014, 6:00pm at NC State Fairgrounds Exposition Center. Registration is required. Various counties are participating and showcasing the centennial celebration.

Hospitality: Geri Bushel

The Campus Chapter picnic is scheduled for June 20, 2014. The locations considered are:

- Crab Tree Lake Park, Morrisville, NC (charging \$30.00 per hour) and there is no university discount
- Pullan Park, Raleigh, NC

Because of the hourly fee Crab Tree Lake Park is not affordable for the association so the committee will meet again and revisit parks to have the picnic. The menu will consist of: burgers (Tracey), chicken kabobs (Geri), salad & dressings (Alice), Condiments (Margaret), 2 deserts (Beth), chips (Suzanne), desert & water (Donna), potato salad (Andrea) coleslaw (Stella). Games and activities include; cheer leading contest, make a craft, team building exercise (professional development), GPS scavenger hunt, bean bag toss, beach ball toss, and prizes to include \$5-\$10 gift cards

Membership: Margaret Browne

Is working on a flyer for prospective members; this will be distributed to members to be given to prospective members. Per our guidelines, the membership packet will include: constitution and by-laws, membership profile sheet, copy of benediction, copy of standing committee guidelines. The newest members are: Elizabeth Dabney, Stella Dockery, Alexis Gaines, Crystal Headen and Brenda Wright

The profile sheets are located on the website and when completed should be submitted to the membership chair. Once completed the profiles are to be submitted to the webmaster in Microsoft word format. Motion was made by Tracy Brown, 2nd by Suzanne Hugus

Nominating: Tracy Brown

Reported that we need a 2nd Vice President by August 2014

Professional Development: Susan Graham (read by Donna Holland)

Herter-O'Neal Scholarship- A call for applications for the Herter-O'Neal Scholarship was sent to Campus Chapter members on February 10, 2014, with a March 7th deadline for receiving applications. No applications were received by the Campus Chapter. Susan Johnson, state 2nd vice president was notified by email March 20, 2014.

Communication Boomerang- Susan Graham, member of state Professional Improvement Committee, was asked by Sandy Ruble prior to her leaving NC Cooperative Extension, to help coordinate and market a workshop to be conducted statewide May 12, 2014, via Collaborate, by Dr. Mary Lou Addor entitled, "Communication Boomerangs". An announcement was sent March 6, 2014, announcing the workshop and reminders have also been sent. Participants are to submit one example of a situation where they could have benefitted from more effective communication skills by April 11th. Registration for the workshop is via LMS or, if you do not have a Unity ID, by notifying Susan Graham via email.

Public Relations: Anita Wright- no report

Reflections: Andrea Brooks

Sympathy cards were mailed to Kimberly Gibson, Administrative Secretary in Montgomery County whose father passed away in January and Rafik Tillman, brother of Dr. Makia Tillman (former member of NCCEAPA and NCSU staff) who passed away February 17, 2014. Please continue to email me names and contact information of individuals who have or experience events that may warrant a card from our chapter.

Rules & By Laws: Anita Wright- no report

Old Business:

NCCEAPA Shirts- (Tracy Brown) this was tabled until our next meeting- Motion by Tracy Brown, 2nd by Andrea Brooks
Donna Stewart's Honorary Status- Tabled until next meeting, motion by Geri Bushel, 2nd by Donna Holland

New Business:

Sign up for the Professional Development webinar- Communication Boomerang

Donations to the Urban Ministries Food Bank in Greensboro, NC- Stella donated \$5.00 to purchase additional items for the donation. **Total pounds donated was: 36**

Geri visited a Food Bank and suggested that the association consider a walk thru and doing some community service at the site.

Announcements:

Tracy Brown had a birthday "Happy Birthday Tracy"!

We are also going to have a consistent benediction that will be on our agenda in the future.

Adjourn: President Alice Pennix

Respectfully submitted by:

Donna Holland