



Minutes

NCCEAPA Campus Chapter

Fall Meeting – Conference Call

Friday, November 7, 2014 2pm-3:40pm

Call to Order and Welcome: President Suzanne Hugus called the meeting to order and welcomed each one.

Roll Call: Alice Pennix, Suzanne Hugus, Susan Graham, Anita Wright, Donna Holland, Geri Bushel, Margaret Browne, Karla Frizzelle, Beth Dabney, Tracy Brown

Approval of Agenda: Motion made by Margaret Browne, seconded by Tracy Brown, and agenda approved.

Approval of Minutes from August 29, 2014: Motion made by Tracy Brown, seconded by Geri Bushel, and carried. Approved minutes will be posted to website by Tracy.

Thought for the day: Provided by Beth Dabney

“Cultivate the habit of being grateful for every good thing that comes to you, and to give thanks continuously. And because all things have contributed to your advancement, you should include all things in your gratitude.”
Ralph Waldo Emerson

Financial Report & Budget Report:

Tracy Brown presented a proposed budget via email on October 21, 2014, and requested members vote by October 24th. A motion was made by President Hugus to accept the proposed budget. The motion was seconded by Alice Pennix and the budget was accepted.

Old Business:

- Continue community service collection of canned foods and fund-raising efforts at each face-to-face meeting. Both are voluntary.
- Donna Stewart’s Honorary Status- Alice Pennix is working on this.
- The Advisor will serve as chair of the Nominating Committee for the purpose of presenting slate of officers and promoting award nominations.
- The 2nd Vice President will have responsibility for the Herter O’Neal Scholarship process.
- The 1st Vice President will be responsible for the Secretary of the Year Award process. Anita Wright will update the form.
- The Professional Development Committee will have responsibility for the Professional Improvement Scholarship process.

New Business:

- President Suzanne Hugus provided a proposed Campus Chapter 2014-2015 Meeting Schedule. Suzanne will finalize dates for the schedule after our meeting today.
 - Margaret Browne had question about Epsilon Sigma Phi, Extension’s professional development organization, and the inclusion of their annual meeting coming up November 20th. Anyone with

Extension funds on their salary can be a member of ESP. ESP does award a scholarship each year for which members are eligible to apply.

- For the Federation Forum meeting in December, anyone can attend but only certain officers of professional development organizations have voting rights.
- Holiday Luncheon – Everyone from the Hospitality Committee last year will serve again this year for planning of the Holiday Luncheon. A conflict has arisen with NC A&T State University members so Geri will send out a new Doodle poll to look at additional dates.
- Committees. Members volunteered to serve on the following committees:

Nominating (both officers and awards)

Chair, Advisor Alice Pennix
Tracy Brown
Donna Holland
Anita Wright

Finance

Chair, Tracy Brown
President Suzanne Hugus

Fundraising

Chair, Evelyn Stahling
Vice Chair, Donna Holland
Susan Graham
Beth Dabney
Crystal Headen

Hospitality

Chair, Geri Bushel
Vice Chair, Beth Dabney
Alexis Gaines
Tracy Brown
Donna Holland

Membership

Chair, Margaret Browne
Vice Chair, Alexis Gaines
Susan Graham

Professional Development

Chair, Donna Holland
Vice Chair, Alice Pennix
Geri Bushel

Public Relations

Chair, Beth Dabney
Vice Chair, Evelyn Stahling

Susan Graham

Anita Wright

Reflections

Chair, Crystal Headen
Vice Chair, Karla Frizzelle
Susan Graham
Alice Pennix

Rules and Bylaws

Chair, Alexis Gaines
Vice Chair, Anita Wright
Tracy Brown

Ad Hoc Committee-State Meeting Planning

Co-Chairs Anita Wright and Tracy Brown

Regarding membership, Carolyn Alvaredo (sp?) has not returned calls to confirm her interest in becoming member. Tom Mease, as result of his new responsibilities, is not in position to obtain contact list.

- Professional Growth with Gratitude. President Suzanne Hugus proposed this theme for our professional development efforts this year with a focus on technology. She wants us to develop solid professional development topics this year and wants the training to be hands-on and interactive. Geri shared her designation as Master Training with the Center for Creative Leadership and will work with Professional Development Committee to review possible modules.
- Campus Chapter Time Line. President Hugus presented time line and ask for input from members. The final document will be placed on our website for guidance to future officers and committees.

Other:

- Jane McDaniel is comprising a list of hiring dates for members to be used in service recommendations. Susan Graham will help Margaret Browne prepare hiring dates for members and will send to President Hugus.
- Tracy will send Suzanne information she has on birthdates to be discussed at our next meeting.
- President Hugus reminded us that profiles should be updated yearly. We will put this reminder on the Time Line for January.
- The membership discussed the "Benediction" section of agenda. Alexis Gaines made a motion to remove benediction from agenda format. Alice Pennix seconded the motion. A vote was held and the membership voted to remove the "benediction" from the agenda format.

The meeting adjourned at 3:40 pm. Respectfully submitted by Susan Graham.