

Northeastern District Association of Cooperative Extension Secretaries 1976 Fall Meeting

Northeastern District Association of Cooperative Extension Secretaries met on Tuesday, October 12, 1976 at 3:30 p.m. in the Pasquotank County Extension Office. Vice President, Katherine Gillam called the meeting to order; Denise Long gave the invocation.

Katherine recognized Don Baker, Pasquotank County Extension Chairman, who extended a warm welcome to Association members. Katherine expressed the Association's appreciation to Pasquotank and Camden Counties for hosting our Fall 1976 meeting.

Katherine informed the group of President Lillian Briggs's misfortune throughout past months and called on Myrtle Rountree to read a note which Lillian had written to association members.

Minutes of the last meeting were read by Linda Hollowell, Secretary. They were approved as read.

The roll was called indicating a total of eighteen members present.

Wanda Williams, Treasurer, read the Treasurer's Report which showed a balance of \$76.88 in the Treasury as of October 12, 1976.

Katherine gave a brief report on the State Board of Directors Meeting held in Raleigh on August 25, 1976 which she attended. She stated that the topic of salaries was discussed, with those in attendance, by Dr. Blalock. He explained the procedure for salary adjustments and asked that any secretary with a problem regarding salary, contact her District NCACES President or District Chairman. Katherine stated that the Administration had been very helpful to our Association during the past year and expressed confidence in their help for the future.

Committee Reports were heard as follows:

- Membership Committee - Marjorie Fields. Marjorie reported on a State Board Meeting of this committee which she attended in Statesville. It was noted that our District now has twenty-five members.
- Public Relations - Myrtle Rountree No Report.
- Rules & Bylaws - Miriam James. Miriam stated that she attended the State Board Meeting of this committee in Statesville and notified members that they would be receiving, probably in November, a ballot for their vote to change the Bylaws concerning officers and their tenure of office.
- Goals and Aims - Mable Jordan - No Report.
- Hospitality & Benevolence - Hilda Mitchell. Hilda stated she had sent two cards and asked to be notified when members knew of sickness. She also reported on State Board Meeting of this committee.
- Finance - Ruth Smith. Ruth recommended to the group that they make a proposal to the State Committee to pay expenses of State Officers to attend the State Meeting. After discussion it was voted on and passed that we make this recommendation to the State Finance Committee.
- Professional Improvement - Betty Dail. Betty reported that at the State Board Meeting of this committee, several ideas had been suggested. One was that District Committee members obtain a list of business related courses offered from Educational Institutions and make these available to secretaries interested. Betty stated that one course had been

offered through the Industrial Extension Service during October, but the fee was too steep.

Linda McMullen reported on the State Meeting as follows:

1. The letterhead which was originally submitted by the Northeastern District was adopted as the official State Letterhead.
2. Members will be notified of an amendment to change the tenure of State officers. Linda encouraged all to vote.
3. An official handbook for the Association is in the making. It is to be ready in January.
4. The State Association decided to have a Historian and Scrapbook for the Association. Filling these duties will be Frances O'Neal and Edith Herder.
5. A scholarship project was discussed and passed by the State. Cathy Fields, State President, was to appoint a Committee to begin working on this project.
6. Mr. Gene Causby, Assistant Superintendent of Public Instruction, gave an excellent talk at the State Meeting on "Is Your Attitude Right?."

Katherine asked that a Newsletter be worked on by Myrtle Rountree, Public Relations Chairman. She asked that members send news articles to Myrtle by November 1st.

Frances Cobb extended an invitation to members to meet in Pitt County for the next District Meeting.

Katherine stated that the next State Meeting would be held in the Western District and that the 1978 meeting will be held in the Northeastern District.

Frances Cobb introduced two prospective members from Pitt County who were in attendance, JoAnne Clemons and Susan Ransom. Katherine welcomed them and invited them to join the Association.

After a short break, Linda McMullen presented a slate of officers for 1977. The final slate was presented as follows:

- President, Katherine Gilliam
- Vice President, Myrtle Rountree
- Secretary, Hilda Mitchell
- Treasurer, Bernice Long

Motion was made to accept this slate of officers by Betty Dail and seconded by Marjorie Fields. Motion carried.

After recognizing the 1976 officers for a job well done, Betty Dail installed the officers for 1977 in a very inspirational service using understanding, service, and communication as its theme. Members were asked to give their support, positive attitude, and cooperation to their officers during the coming year.

Katherine asked members to give their support to Linda McMullen as our State President when called upon. Linda stated that from the committees that Katherine will be appointing, she will be selecting a chairman on the State level. Members were asked to serve and support committees.

Mr. Jones spoke to the group briefly. He stated that Mrs. Patterson was ill and could not be with us. He informed the group of a workshop that was being planned for the near future. He expressed his and Mrs. Patterson's support for the organization.

Meeting adjourned.

Lillian Briggs, President
Linda Hollowell, Secretary