

Northeastern District Association of Cooperative Extension Secretaries 1977 Fall Meeting

The Northeastern District Association of Cooperative Extension Secretaries met on Tuesday, November 15, 1977 in the Beaufort County Extension Office, Washington. Katherine Gillam, President, Bertie County, presided over the meeting. Peggy Bailey, Martin County, gave the devotion.

Mr. Marion Griffin, Beaufort County Extension Chairman, extended the welcome to the group.

Linda Buck, Beaufort County, introduced the speaker, Mrs. Helen Jackson, Sales Service Director of WITN Television. She talked on professionalism, stressing *being the best* secretary and to continue our education.

Hilda Mitchell, Secretary, Bertie County, called the roll and recorded 18 secretaries present. She read the minutes of the last meeting which were approved.

The Treasurer's Report was given by Miriam James, Acting Treasurer from Pasquotank County, reporting a balance of \$178.55 on hand November 14, 1977. The Treasurer's Report showed 5 members paying dues since May 23, 1977.

Ruth Smith, Bertie County, presented the Public Relations Committee report. She presented a suggested format for writing District Association news articles to be released to newspapers in each county. Also, she stated that a newsletter would be mailed in December and encouraged members to participate by sending news for the letter.

Lillian Briggs of Gates County explained changes in the Constitution and By-Laws adopted by the State Association.

Miriam James gave the Hospitality and Benevolence Report. She reported sending appropriate cards to members.

Also, Mrs. James assisted the Northeastern District of N.C. Association of County Agricultural Agents, Northeastern District of N.C. 4-H Agents Association, Northeastern District of N. C. Association Extension Home Economists, and Northeastern District of N.C. Association of Cooperative Extension Secretaries with purchasing a gift for Mr. J. C. Jones, who is taking a leave of absence from the N. C. Agricultural Extension Service. The four associations donated \$25.00 each to purchase a hand-carved duck and a hand-tooled copper plaque for Mr. Jones. These gifts were presented to Mr. Jones at a District Dinner Meeting. She stated that she purchased a hand-carved duck pin as a door prize for the State Meeting which was held in Asheville.

Linda Hollowell, Finance Chairman, Chowan County, gave a report on the Fund Raising Project stating a profit of \$263.24.

The 4-H Scholarship Committee, Louise Newsome and Peggy Bailey of Martin County, and Earla Moore of Beaufort County, outlined a proposal for guidelines for selecting a 4-H member and alternate to attend 1978 4-H Camp. This scholarship will rotate each year by drawing, omitting counties that have received the scholarship previously. The Scholarship will be based on achievement and need and will be the actual 4-H Camp fee or not to exceed \$50.00. A motion was made by Linda Hollowell to accept this proposal and was seconded by Mabel Jordan.. The motion carried. Chowan County will receive the 1978 4-H Scholarship.

Linda McMullen, State President, Camden County, gave a report on the State Meeting. Miss Gillam reported that State dues will be \$6.00 beginning 1978.

The Northeastern District Association will host the 1978 State Meeting at Nags Head. Tentative plans were discussed.

Gates County extended an invitation to host the spring District Meeting.

The Nominating Committee presented the following slate of officers to serve in 1978:

- President - Linda McMullen, Camden County
- 1st Vice President - Miriam James, Pasquotank County
- 2nd Vice President - Louise Newsome, Maitin County
- Secretary - Linda Buck, Beaufort County
- Treasurer - Mabel Jordan, Chowan County

Linda Hollowell made a motion that we accept this slate of officers and Earla Moore seconded the motion. The motion carried. Lillian Briggs, past President, installed the new officers.

Miss Gillam passed out to each member a mimeographed paper entitled *The Office Secretary - Envoy of Good Will* by Shirley Barlow, Extension Service-USDA, which was suggested by Mrs. Patterson.

Mrs. Josephine Patterson, Acting District Chairman, made a few comments. She stressed keeping better county office records. Also, she stated that she thought the secretaries organization has helped to build unity among the total Extension Organization.

After the meeting adjourned, the Beaufort County Extension Staff served a delicious Pig-Pickin' dinner, sponsored by Federal Land Bank and Production Credit Associations of Washington, N.C.

Respectfully submitted,

Katherine M. Gillam, President
Hilda S. Mitchell, Secretary