

Northeastern District Association of Agricultural Extension Secretaries 1985 Spring Meeting

The Northeastern District Association of Agricultural Extension Secretaries met for their spring meeting on April 25, 1985 at the Bertie County Extension Office. The meeting was called to order by President Myrtle Rountree.

A devotional was given by Betty Cox of Chowan County. A cordial welcome was given by James Peele, Bertie County Agricultural Extension Agent.

Katherine Gillam introduced our speaker, Jean Smithwick, Branch Manager, First Union National Bank, who talked with us about IRAs, CDs, and Market Access Accounts. Entertaining music was then provided by a local group.

Everyone then enjoyed a delicious meal. Our guests: Dr. Tom Hobgood and Dr. Martha Johnson, had brief comments.

Roll call showed 24 secretaries present, which included one new member, Kim Hines from Currituck County and one visitor, Mary LaGrone.

Minutes of the fall meeting were not read as copies were given to each member. Betty Chandler moved that they be approved as presented. Seconded by Donna Downing, the motion passed.

The treasurer's report was given by Mary Sue Wright-Baker showing a balance of \$187.83 which reflects 27 paid members.

Committee Reports

Finance - Earla Moore, Chairman, absent - no report.

Goals and Aims - Katherine Gilliam, Chairman:

1. To request the legislature to restore the Merit Raise System and add the 10th Step to the Salary Scale.
2. To request the Extension Administration to grant three (3) days rather than 2 for secretaries to attend professional meetings.
3. To encourage secretaries to take courses in office management in local communities offered by Community Colleges.
4. To request the Administration to provide a one day in-service training session each year for secretaries.
5. To select a new project on the district and state level.
6. To strive to have 100 percent participation in membership from all counties in the NCAAES, thereby making the organization stronger.

Hospitality - Carol Hardee, Chairman - expressed concern that there seems to be a problem about knowing when there is a need for cards, etc. A letter will be sent to county chairmen asking them to appoint someone on their staff to notify committee when needed.

Membership - Ruth Smith, Chairman - reported that a letter will be sent encouraging non-members to join.

Nominating - Linda McMullen, Chairman - no report.

Professional Improvement - Louise Newsome, Chairman - encouraged continued participation at community colleges.

Public Relations - Hilda Mitchell, Chairman:

1. Recommends that two newsletters be sent out to the membership this year.
2. Members are asked to send information to the Public Relations Committee for the newsletter by May 10.
3. Recommends that news articles of the district meetings be written and sent to the newspaper in the county hosting the meeting. Also, send to other counties if requested.
4. Each member present was asked to fill out a form which asked for the following information: Name, County, Date Employed, Recognitions, Bosses Day, Secretaries Day, Special Training, Changes in Personnel (Secretary), Special Interests and Hobbies, and Church.

Rules and By-Laws - Susan Ransom, Chairman - no report.

Old Business

Linda McMullen reported that a rough draft of the revised handbook will be presented at the planning meeting in May, then presented to the membership for approval. It was suggested to the finance committee to appropriate funds in our budget for printing. The possibility of having the printing done at the Pitt County Office print shop will be discussed at the state meeting.

The drawing for the 4-H scholarship was held. The winner was Camden County; alternate, Tyrrell County.

Katherine Gillam suggested that we need to send a letter to the state committee inviting them to our district for the 1986 state meeting. Tammy Smith, Secretary, will send the letter.

Katherine Gillam moved that we consider submitting Lillian Knight's name for an honorary member to the district and the state. Seconded by Louise Newsome. After discussion, Katherine withdrew her motion until this matter of associate and honorary membership is clear.

Linda McMullen, Camden County, extended an invitation to everyone for the fall meeting. Door prizes were then presented.

A special thank you to our sponsors for the day: Bertie County Farm Bureau, Robertson Brothers, Planters National Bank, Bertie Peanut Coop, Ed Rawls - Farmer, J. B. Cherry Insurance Agency, Rhodes Bond and Son Repair Shop, Farm and Home True Value of Windsor and Colerain, G. T. Davis and Company, Giant Discount, Pittman's Pharmacy, Windsor Pharmacy, Walker Furniture Company, and Flowers and Frames by Walker.

President Myrtle thanked Bertie County secretaries for their hospitality. There being no further business, the meeting was adjourned.

Respectively submitted,

Myrtle Rountree, President
Tammy Smith, Secretary