

Northeastern District Association of Agricultural Extension Secretaries 1986 Fall Meeting

The Northeastern District Association of Agricultural Extension Secretaries met for their fall meeting on November 13, 1986 at Jimmy's Barbecue, Sunbury, NC (Gates County was the host), 10:00 a.m. The meeting was called to order by President Betty Cox.

Zackie Harrell, Gates County Extension Chairman, welcomed everyone to the meeting, and introduced Jack Ward, Area Farm Management/Marketing Specialist, to everyone.

A devotion was given by Catherine Winslow, Perquimans County.

It was moved that the reading of the minutes be omitted since everyone received a copy. The motion was seconded and passed.

The treasurer's report was given by Louise Newsome showing a balance of \$2,196.27.

Dr. Tom Hobgood, Northeastern District Extension Chairman, spoke to the secretaries. Some of the topics included the value of the secretary's position; classifications; grades and steps added; salary schedule; figuring merit and "across the board" increases based on state and county percentages; one-check system; 3 "R"s: reduction, reallocation, redirection; changing penalty mail; the word processor; and electronic mail. A question and answer session followed.

Committee Reports

Finance - Louise Newsome - handed everyone a treasurer's report and reported our balance on hand which include contributions and registrations made for our state meeting in September. Louise recommended that obsolete records be destroyed, bank statements be kept for 5 years, a ledger be kept, a file be purchased, and increase in dues be delayed.

Goals and Aims - Hilda Mitchell, Chairman - read goals and aims for the benefit of new members.

Hospitality - Katherine Gillam - thanked everyone who helped with the State meeting and asked everyone to let Hospitality Committee know of any reports.

Membership - Tammy Smith - reported that there are 37 secretaries in our district, 32 paid members in our Association. Two of the 5 non-members were present today.

Professional Improvement - Encouraged everyone to take advantage of any professional improvement seminars in their area and to keep up with new trends.

Public Relations - Janet Hardison - reported that a newsletter will be sent to each office.

Rules & Bylaws - No report.

Old Business

Betty Cox thanked everyone for their help and cooperation with the State meeting. An evaluation was handed out which showed good results. A thank-you letter from Dr. Dew was read thanking the secretaries for including him on

the program. It was suggested that the secretaries who worked Wednesday before the state meeting be reimbursed for their hotel room expense. These persons were asked to submit a receipt to Louise Newsome for reimbursement.

Betty Chandler thanked everyone for their support of the raffle.

Betty Cox thanked everyone for their support in sending their county maps to her so promptly.

New Business

Nancy Payne, State 1st Vice President, asked for dates of our district meetings so they could be included in the calendar of events that State sends out.

The spring meeting will be held in Currituck County on April 8, 1987.

Nominating Committee Report, 1987:

- President - Carol Hardee, Pitt County
- 1st Vice President - Linda McMullen, Camden County
- 2nd Vice President - Becky Gray, Beaufort County
- Secretary - Wanda Williams, Washington County
- Treasurer - Catherine Winslow, Perquimans County
- Advisor - Betty Cox, Chowan County

Earla Moore, Chairman, moved these names be accepted as our officers for 1987. Katherine Gillam seconded.

Myrtle Rountree installed the new officers using the subject "Fruit in a Basket."

Door prizes were given.

There being no further business, the meeting was adjourned.

Betty Cox, President
Donna Downing, Secretary