

North Carolina Cooperative Extension Secretaries Association - NED  
2003 Fall Meeting

October 24, 2003

The 2003 Fall Meeting of the NCCESA Northeast District was held in Chowan County at the Edenton United Methodist Church.

Meeting was called to order by Jean Sigmon, District President. Shelia Russell, welcomed everyone to the meeting. Mary Sue Wright-Baker brought us the Thought for the Day, "If Tomorrow Doesn't Come". Shelia Ange recognized visitors and guests-Dr. Russell King, Northeast District Director.

Dr. King offered remarks, "Things aren't that bad when you think about it". Dr. King also recognized new members/secretaries, informed us that interviews were being held for position formerly held by Mary Cox, and mentioned the \$550 one time bonus.

Denise Bunch read the minutes and did roll call. Spring minutes should be corrected to include that Deborah Howard picked up the \$80 cost of the tickets for money tree raffle, and Professional Improvement section needs to be added to Spring 2003 minutes. Shelia Ange made a motion to accept minutes, Melanie seconded and motion carried.

ATTENDANCE: Amy Twiddy, Nancy McGowan, Donna Keen and Mary Sue Wright-Baker, Belinda Belch, Melanie Chevalier, Barbara Campbell, Gladys Barnes, Jackie Jernigan, Pam Allen, Donna Hanusik, Denise Lamb, Lynn Weeks, Risha Foreman, Brenda Gardner, Shelia Ange, Wanda Williams, Ginnie Williams, Jean Sigmon, Robbie Bridgers, MaryAnn Edwards, Shelia Russell, Denise Bunch, Linda Eure.

Donna Keene gave treasurer's report: checking balance of \$1556.01 and money market balance of \$4204.56. Money tree raffle: 454 tickets sold, \$100 prize given, \$354 profit. Linda Eure made a motion to accept treasurer's report, Brenda Gardner seconded, and motion carried.

Mary Sue and Shelia Ange reported on State Meeting. Nine attended from our district. Denise is to send a thank you note to Deborah Howard for donation. Dr. King presented awards to those unable to attend. Melanie announced that those of us who were not able to attend the state meeting because of Hurricane Isabel WILL get reimbursed.

**COMMITTEE REPORTS:**

- Membership: no report
- Nominating: no report
- Rules and Bylaws: no report
- Professional Improvement: no report
- Reflections: Mary Sue-scrapbook is getting thicker.
- Public Relations: Amy Twiddy-retirement gift for Carol Ann Hardee. Carol Ann gave money back to association. Need to send card to thank her. Please submit newsletters items by end of November.
- Parliamentarian: no report

- Committee Announcements: Jean-gave us website information so that we can learn about each of the committees.
- Finance: no report

## **OLD BUSINESS**

- Secretary Training: Jean-no information as of yet.
- District Conference: Dr. King-everyone is invited and expected to attend the one day meeting.
- Dates to remember:
  - Donna Keene-Dues by November 1.
  - Jean-District Committees due to be in place by November 1.
  - State Newsletters-December 1.
  - Mary Sue-we will be selling raffle tickets at state meetings for next two years, then we will have one year to plan after that.
- Horn of Plenty: Melanie attended. It is a celebration dinner of county commissioners.
- Federation Forum: Melanie-December 12 in Lee County.
- 4-H Scholarship: Shelia Ange-Mary Sue made a motion to continue the scholarship on an alphabetical rotation basis, starting with Beaufort. Scholarship amount \$100. Jackie seconded the motion. Committee needed to revise guidelines-Brenda, Denise and Jackie. Report by Spring meeting 2004.

## **NEW BUSINESS**

- 2004 State Meeting: Jean-Hickory, September 16 & 17 Holiday Inn.
- Herter-O'Neal Scholarship: Jean-2004 is NE District's year to receive this. Guidelines on website--\$350 scholarship.
- Presentation to Melanie Chevalier, outgoing District President, by Jean Sigmon.
- Host State Meeting 2007-already discussed earlier.
- Honorary membership: motion made by Shelia Ange for Carol Ann to be honorary member. Seconded by Denise Lamb. Motion carried.
- Retirement gifts: Amy already discussed this earlier.
- Secret Pal: Mary Sue-just cards now and then and small gift (\$5) at reveal. Mary Sue made motion, seconded by Lynn, motion carried.
- Bright Ideas Award: Shelia Ange-Donna Hanusik made a motion to go ahead with this idea (\$25 gift award), Lynn seconded, motion carried.
- Rules and Bylaws for our District: Linda and Jean will update.
- Invite to Currituck for Spring 2004 meeting: Mary Sue
- Jean Sigmon: Executive Board decided to present outgoing president with a \$25 plaque. Shelia Ange made a motion to accept this, Brenda seconded, motion carried.
- Every seven years we have state president and we will present that person with a corsage-Jean made a motion, Barbara Campbell seconded and motion carried.

## **Announcements**

- Melanie-Dr. King wants to join our association.
- Nancy-thanked the group for thinking of her during the loss of her husband.

- Linda-Edna's mom is having surgery today. Keep their family in your thoughts and prayers.
- Donna Keene-100% membership? Hard to determine. Someone from each office needs to e-mail Audrey asap to notify her and keep her notified of new hires, and whose membership dues have been paid.
- State Meeting Leadership Awards-money coming from state treasury. Should be an association member receiving these awards. Melanie will be addressing this issue soon.
- Mary Sue-Hospitality/benevolence guidelines, cards policy? Table til Spring meeting-  
Public relations committee?

Lunch was served and meeting was adjourned.

A tour of Historic Edenton on the trolley was offered for those interested.