

North Carolina Cooperative Extension Secretaries Association - NED  
2006 Spring Meeting

Martelle's Feed House, Engelhard, NC  
May 26, 2006

The Northeast District Secretaries Association met for their Spring Meeting at Martelle's Feed House in Engelhard, NC on May 26, 2006. The meeting was hosted by Hyde County. Registration began at 9:30am.

MarySue Wright-Baker, President, officially called the meeting to order at 10:00 am. Mac Gibbs, Hyde County Extension Director, gave a warm and hearty welcome to the group. He also introduced our speaker for the day, Mr. Benjamin V. Cherry, otherwise known as "Blackbeard". Mr. Cherry gave a very entertaining and educational talk on the life of Blackbeard.

Shelia Ange, 1st Vice President, gave the Thought for the Day entitled "Today We Mourn the Passing of an Old Friend, by the name of Common Sense".

Dr. Russell King, NE District Director gave remarks to the group. Dr. King thanked all of the secretaries for their hard work. He mentioned the continued study of the secretarial positions and also a slight mention was given to a possible raise.

Wendy Garner, Secretary, did the roll call. Attendance was as follows:

- Beaufort - 2
- Bertie - 1
- Camden - 1
- Chowan - 0
- Currituck - 2
- Dare - 0
- Gates - 0
- Hertford - 1
- Hyde - 1
- Martin - 2
- Northhampton - 3
- Pasquotank - 0
- Perquimans - 2
- Pitt - 1
- Tyrrell - 1
- Washington - 1

The reading of the minutes was dispensed with since everyone received a copy via email. Teresa Story made a motion to accept the minutes as read. Shelia Ange seconded; motion passed.

Donna Keene, Treasurer, gave the Treasurer's Report. The checking account has a balance of \$2,662.83 and the money market account has a balance of \$4,378.36. Teresa Story made a motion to accept the Treasurer's Report and Amy Twiddy seconded; motion passed.

## **Committee Reports**

### Membership

Brenda Gardner gave the report. The NE District has 26 members. Jackie Jernigan, Hertford County, retired the end of December, and Melanie Storey was hired to fill that position. Denise Lamb, Pasquotank County, is on disability and Christy Boyce was hired to fill that position. Linda Eure, Gates County, resigned to accept a position with the school system and Reta Blair was hired to fill that position. The membership committee would like to welcome new hires and encourage them to join the association and get involved. We also need to know for benevolence. Please encourage your County Director or District Director to send an email when someone is hired, retires, resigns, has an extended illness, or has a death in the family. Let's keep everyone informed.

### Nominating

Wendy Garner reminded the members that officers fulfill two year terms. Since Linda Eure resigned the 2nd Vice President position needs to be filled for the final year of the term. The nominating committee would like to recommend Teresa Story for this position. Motion seconded and passed.

### Rules & Bylaws

There are no Rules and Bylaw changes proposed by the State Association. In the fall of 2003, the District started Secret Pals. Dr. King wanted to become a member of the association and participate in secret pals also. The district membership agreed to allow Dr. King to pay dues and participate in Secret Pals with the understanding that he has no voting privileges. The Rules & Bylaws state that to be a member of the association, one must be support staff. For this reason, the committee sees that a re-classification of the District Director's position within this association is necessary. The Rules & Bylaws committee recommends that the NE District Extension Director be an advisor to this association as liaison to Administration with no voting rights, pay no dues, and be allowed to participate in Secret Pals if desired. Motion was seconded and passed. The report was given by Shelia Ange, 1st Vice President.

### Professional Improvement

Teresa Story gave the report for the committee. The committee will be presenting the Secretary of the Year Award later in the meeting. Teresa thanked everyone for their nominations and encouraged everyone to do whatever they can to get better!

### Reflections

No report.

### Public Relations

The Public Relations committee recommends that the district newsletter be discontinued to follow suit with the State Public Relations Committee and their removal of the State Newsletter. Motion seconded and passed. The report was given by Amy Twiddy.

### Finance

The Finance committee proposes a change in the NE District dues from the current amount of

\$20.00 to \$25.00. The extra \$5.00 will stay in the NE District's treasury. The report was given by Donna Keene, Treasurer.

### **Old Business**

Bertie County was the recipient for the 2004-2005 4-H Scholarship. Since we are going alphabetically, Camden County will be the recipient for the 2005-2006 year. We need to get working on these scholarships - camp is right around the corner. The scholarship is for \$100.00.

The Innovations Award is to be presented annually, dependent upon the District Association budget, to a member of the NE District Secretaries Association as a means of recognizing her outstanding idea as described in the guidelines established for this award. Shelia Ange, 1st Vice President, reported that to date we have had no submissions. She encouraged the group to think hard and submit those ideas. The guidelines currently have submissions due to the 1st Vice President between January 1 and the close of business on December 15. This award is given at the Spring meeting. Once installed the 1st Vice President takes office on October 1st. With the guidelines as is, the current 1st Vice President could possibly have open submissions when moving to the position of President and would then be handling the project over unfinished if any submissions are made prior to October 1st. Shelia Ange, made a motion to amend the dates within the guidelines to reflect the following: a)the submissions may be made between October 1 and no later than the close of business on September 15, b)if there is a winning submission, the award will be presented at the Fall meeting. Wendy Garner seconded; motion passed.

Brenda Gardner made a motion that we accept the recommendation of the Finance committee and raise District Dues from \$20.00 to \$25.00, the additional \$5.00 will remain in the District treasury. Teresa Story seconded; motion passed.

Shelia Ange reminded everyone to remember their secret pals. If you have misplaced your information, email her and she will have the information sent to you. Remember to honor your secret pals at the Fall meeting with a \$5.00 wrapped gift and unveil who you are!

Teresa Story presented the Secretary of the Year Award to Donna Keene for her commitment and devotion to our association. Donna serves as District Treasurer along with various other responsibilities. We are truly blessed to have someone with her dedication and talents working for Extension!

We took a short break for lunch. Martelle's Feed House was excellent!

### **New Business**

MarySue Wright-Baker, President, talked about the 2007 State Meeting that we are currently planning. Administration is very supportive of the Association and membership is high.

Plans have been made to have the meeting at the Ramada Plaza. The steering committee has met twice about various items. A summary of those meetings are available if anyone is interested in details. Wendy Garner passed out ballot sheets for the group to vote on the lunch buffet and the dinner buffet. The dinner buffet will consist of two entrees. The group was given 4 entree selections to choose from, including meat and seafood. The results of that vote are as follows: The lunch buffet will be the Sea Side Salad Buffet. The dinner buffet will consist of the

Grilled Pork Chops with warm Apple Sauce and the Grilled Mahi Mahi with Fresh Fruit Salsa. Amy Twiddy presented some information about possible speakers for the group. The three names she discussed were Paul Jones, Freddie Pearce and Beverly Madrin. Teresa Story talked about door prizes, decorations, and favors. Each secretary will be asked to provide 2 door prizes valued at \$20.00 each. Donna Keene passed out tour options for the 2007 State meeting.

We watched the DVD Intro that will be used, with slight modifications, to invite everyone to the 2007 Meeting in September.

MarySue Wright-Baker mentioned that we will be raffling off two items at the 2006 State Meeting. These items are a lamp hand-painted by Shelia Ange with the lighthouses in the NE District and also an afghan. Tickets for these items will be for sale at \$1.00 each.

Shelia Ange handed out the tickets for the money tree raffle. Each county gets 50 tickets to sell. They are \$1 each. Three prizes will be awarded, \$100, \$50, and \$25.

Shelia Ange invited us to the Fall Meeting in Martin County to be held on October 27, 2006.

Jean Sigmon made a motion to dismiss the meeting. Teresa Story seconded; motion passed.

Respectfully submitted,

Wendy Garner  
Secretary