

North Carolina Cooperative Extension Secretaries Association - NED
2008 Fall Meeting

Perquimans County Extension Office
Hertford, NC

The Northeast District met at the Perquimans County Center on Friday, November 7, 2008 for their fall meeting. Registration began at 9:30am.

Shelia Ange, President, called the meeting to order at 10:00am. Bobby Darden, Perquimans County Manager, welcomed us. He made mention of our value to the organization and raised the question about who was running the office while we were out. Teresa Story, 1st Vice President, gave the Thought for the Day entitled "The Secretary's Prayer". Wendy Gamer Paschal, 2nd Vice President introduced our speakers for the day. Sheriff Eric Tilley and Sergeant Kendall Harrell from the Perquimans County Sheriff's Department gave a program on Women's Safety. Both gentleman offered great tips and advice on how to deal with potentially hazardous situations.

Jean Sigmon, Parliamentarian, declared that there was a quorum present for the Association to conduct business.

Wendy Paschal, Acting Secretary, conducted the roll call. Those present were:

Beaufort – Pam Allen & Gladys Barnes
Bertie – Belinda Belch
Camden – none
Chowan – Jennifer Harris
Currituck – Donna Keene, MarySue Wright-Baker (Ret.)
Dare – none
Edgecombe – Gloria Morning, Vivian Turner, Addie Sugg, Karen Whitley (Ret.)
Gates – none
Halifax – none
Hertford – Becky Castello & Melanie Storey
Hyde – Connie Burleson
Martin – Shelia Ange & Brenda Gardner
Nash – none
Northampton – Jean Sigmon & Robbie Bridgers
Pasquotank – Lynn Weeks, Christy Boyce, Stacy Morin
Perquimans – Teresa Story & Risha Foreman
Pitt – Carol Haywood & Wendy G. Paschal
Tyrrell – Nancy McGowan
Washington – none

Wendy Paschal stated that the spring meeting minutes were emailed to everyone. Also, they were placed on the website. Teresa Story made a motion to dispense with the reading of the minutes and accept them as written. Karen Whitley seconded; motion passed.

Belinda Belch, Treasurer, presented the Treasurer's Report. The checking account balance as of October 22, 2008 is \$2,157.36. The Money Market balance as of October 22, 2008 is \$4,937.09. Jean Sigmon made a motion to accept the Treasurer's Report. Brenda Gardner

seconded; motion passed.

Committee Reports:

Finance – Belinda Belch gave the report for the committee. The finance committee recommends that the NE District raise their dues to \$35.00 because of an increase in travel expenses and the State Association dues. The NE District voted to accept the recommendation of the Finance committee and will raise their dues to \$35.00.

Membership – Risha Foreman gave the report in the absence of Donna Hanusik, committee chair. The NE District has 33 active members and 2 active retirees. A sympathy card was sent to Tracy Phillips-Berk, Gates County, along with a donation to the Cancer Patient Support Service in memory of her husband, David Rajnes. A welcome e-mail was sent to the new Gates County secretary, BJ Okleshen. A gift was purchased for MarySue Wright-Baker, retired member. Please remember that a designated Secretary in each county is responsible for letting the membership committee know of any needs in your county that the Committee should respond to. The membership committee is still working on adding the new counties as a result of the district change and updating the “Let’s Get Acquainted” book.

Nominating – Shelia Ange gave the report in the absence of Edna Williams. The nominating committee recommends the current board with the addition of Melanie Storey as advisor. The board has reconfirmed their commitment through September 30, 2009. It is not necessary to open the floor for nominations because as a district we follow 2-year terms. The only reason we are adding Melanie is because of MarySue’s retirement. The NE District voted to accept the recommendation of the nominating committee.

Professional Improvement – Robbie Bridges gave the report for the committee. The new Extension Information Technology person for our district will be Kyleen Burgess, current 4-H Agent in Northampton County. She has accepted the position effective December 1, 2008. Many of you have attended Kyleen’s Tech Tools workshop in recent months. Kyleen plans to be very accessible to Extension staff when it comes to helping with problem situations and training for new and innovative improvements in computer operation. Please take advantage of this. She is very knowledgeable. One of the features we learned in our office was iChat. There are just so many things to learn. Expand your knowledge. Be sure to check the NCCESA website for a list of award opportunities and their deadlines. We have so many deserving secretaries. We need to be more like the agents and nominate ourselves if no one does it for us. In early 2009 we will once again have the opportunity to send out information for the Herter-O’Neal Scholarship (\$750.00). Our district submitted the winning recipient’s application last year. Let’s see if we can do it again this year.

Public Relations – Report was given by Shelia Ange in Amy Twiddy’s absence. The 2008 4-H Camp Scholarship of \$100 was awarded to Currituck County. The 2009 Scholarship will go to Dare County. On September 18 & 19, we traveled to Wilmington, NC for the 2008 NCCESA State Meeting. The Southeast District did a wonderful job hosting the meeting. We started the meeting off with a delicious luncheon. From there we departed on our chosen tours and workshops. The evening was topped off with a Luau themed banquet. The guest speaker, Denise Ryan, was absolutely amazing. She took us all on a GREAT make-believe trip to the Caribbean, and even had our administrators doing a dance by the end of the evening. Friday morning, wrapped up our meeting with the business portion of the meeting and then we all headed back home. It was a great meeting and I believe everyone left with a little something extra from it.

Reflections – Becky Castello gave the report for the committee. She introduced herself as the new chairman. She will be working to keep the Scrapbook updated once she receives it from former chair, Denise Bunch. Becky also requested any pictures from be sent to her so she can add them to the Scrapbook. Shelia Ange reminded everyone that there is a link to pictures from the meeting on the NCCESA website.

Rules and Bylaws – Wendy Paschal gave the report. The NCCESA changed their by-laws at the Annual meeting in Wilmington. The following changes/additions were made:

Article III – Organization Structure

Section 2:

In the event a district is eliminated or added by virtue of a NC Cooperative Extension administrative decision, NCCESA will proceed to align their membership districts with the administrative districts. This will be accomplished through the following steps in applicable situations within 60-days of effective date of redistricting:

1. When a district is dissolved and/or added a completely new one formed from the combination of at least two existing districts and the officers for said districts have already been elected, the presiding association executive board will coordinate election of new officers. Such election will be by vote of members.
2. When a district is dissolved and/or added surrounding districts absorb members; new members will be added to committees if district elections have already taken place. If elections have not been carried out, then new district members will be eligible for nomination for a district office.
3. When a district is dissolved or added, any funds remaining after the payment of district expenses will be divided equally based upon district membership and forwarded to members' designated districts.

Other Reports

Staff Senate – Robbie Bridgers reminded everyone that the Staff Senate minutes are on the web. There will be a Magical Disney Fantasy on Ice December 10-14 at the RBC Center. NC State Employees can take advantage of prime-seat tickets at discount prices. The link is: <http://www.groupticketsplus.com/raleigh/ncstate.pdf>

Horn of Plenty – Melanie Storey reported that Craven County hosted the 100th anniversary of the NC Association of County Commissioners. Cooperative Extension hosted the Horn of Plenty, which was the highlight of the conference. Many compliments were received from across the state on the excellent food and the wonderful time they had that evening. The NCCESA provided and served beverages – tea, lemonade, and water. Northeast District secretaries attending the event held August 22 in New Bern were: Sheila Ange, Wendy Paschal, Pam Allen, and Melanie Storey. We assisted other NE District Extension representatives with preparation and cooking of clam chowder, and helped with facility clean-up.

SRERSSA Meeting – Melanie Storey will be attending the Southern Regional Extension & Research Support Staff Association Meeting November 12-15 in Nashville, Tenn. She won the NE District scholarship of \$425.00 to offset trip expenses. After registration, the meeting starts on November 12 with Dr. Wanda Sykes doing a workshop entitled, "Customer Service...It's An Attitude". That evening there will be a banquet with a keynote speaker. On November 13, there will be tours or workshops to attend. The evening will be spent on the General Jackson Dinner

Cruise. On Friday, November 14 after breakfast, the business meeting will conclude the first SRERSSA Regional Meeting.

Old Business – Shelia Ange handed out the new list of committees for 2007-2009.

New Business –

Shelia Ange encouraged all members to look at the NE District Procedures in order to update and complete it. She handed out a copy of it and the Standing Committee and Guidelines. Committee chairs should work with their folks to complete their assigned responsibilities. If there are any changes or additions to either the NE District Procedures or Standing Committee and Guidelines, please email Wendy Paschal, Rules and Bylaws Committee Chair.

Wendy Paschal gave a brief introduction to iChat, a software program that NCSU has provided to further enhance communication across the State. She gave a handout from the NCCES Wiki regarding the helpful program. Many in our district are already utilizing iChat. Shelia Ange also handed out a list of screen names of those participating. This is a great way to stay in contact with Association members without intruding (harshly) on their day. Wendy urged those who have not tried it to give it a spin. She also offered her help if anyone got stuck with the setup process.

Brenda Gardner presented MarySue Wright-Baker with a Lowe's gift card as a retirement gift. MarySue Wright-Baker began her Extension career as a 4-H Secretary in Currituck County in June of 1978. She was soon promoted to Administrative Secretary and has served Currituck County citizens for 30 years. As we know, MarySue has served in many different positions in our association over the years.

MarySue Wright-Baker was invited to share remarks with us about her career and retirement.

Wendy Paschal and Carol Haywood invited the NE District to Pitt County for the spring meeting in 2009. More details will be coming soon!

Teresa Story passed out Secret Pal gifts. Everyone took a few moments to enjoy the goodies. Teresa also passed out slips for those who would like to participate again next year.

Teresa Story made a motion that we adjourn the meeting. Becky Castello seconded; motion passed.

The group enjoyed a delightful meal of Hawaiian chicken, baked potato, toss salad, roll and a brownie (yum!).

Respectfully submitted,
Wendy Garner Paschal, Acting Secretary