

North Carolina Cooperative Extension Secretaries Association - NED
2009 Fall Meeting

October 2, 2009
Washington County Extension Center
Plymouth, NC - 10:30 a.m.

The NE District of the NCCESA met at the Washington County Extension Center, in Plymouth, NC on October 2, 2009. The meeting was hosted by Washington County Secretaries, Janet Hardison and Wanda Williams. Registration began at 10:00 a.m.

The meeting was called to order by President Teresa Story. She thanked Washington County for hosting our meeting. Washington County Extension Director, Rebecca Liverman, gave the welcome to our group.

Jennifer Harris, 1st Vice President provided the "Thought for the Day", "No weapon that is formed against thee shall prosper; and every tongue that shall rise against thee in judgment thou shall condemn. This is the heritage of the servants of the Lord, and their righteousness is of me, saith the Lord. Isaiah 54:17.

Motion was made by Karen Whitley and seconded by Addie Suggs to approve the agenda. Motion carried.

Secretary Belinda Belch performed roll call. Those attending were:

Beaufort: Gladys Barnes
Bertie: Belinda Belch, Sheila Powell
Camden: Amy Twiddy
Chowan: Jennifer Harris
Currituck: Donna Keene, Sherry Lynn, Mary Sue Wright Baker, Honorary Member – Non Active
Dare: Donna Hanusik
Edgecombe: Gloria Morning, Addie Sugg, Vivian Turner, Karen Whitley, Honorary Member – Active
Gates: B.J. Okleshen, Edna Williams
Halifax: 0
Herford: Melanie Storey, Becky Castello
Hyde: Connie Burtleson
Martin: Shelia Ange, Brenda Gardner
Nash: Patricia Cotton, Jo Ann Zimmerman
Northampton: Jean Sigmon, Robbie Bridgers
Pasquotank: Lynne Weeks, Christy Boyce, Stacy Morin
Perquimans: Teresa Story, Risha Foreman
Pitt: Carol Haywood
Tyrrell: Arnette Parker, Honorary – non-active
Washington: Janet Hardison, Wanda Williams

There were a total of 30 active secretaries present, 1 Honorary Member – Active, and 2 Honorary Members – Non Active in attendance.

Melanie Story asked if there were any new secretaries or guests present. There being none she welcomed all of the retired secretaries in attendance: Arnette Parker, Mary Sue Wright Baker and Karen Whitley.

Parliamentarian Jean Sigmon gave parliamentary review finding sufficient attendance to conduct association business.

Spring meeting minutes were posted on the website. Secretary Belinda Belch asked for corrections or a motion to approve the minutes as posted. Motion was made by Vivian Turner and seconded by Jean Sigmon. Motion carried.

Since the meeting was held one day after the newly elected officers began, Former Treasurer, Belinda Belch gave the financial report with a checking balance of \$2413.38 and a money market balance of \$5048.33.

Committee Reports

- Finance – Belinda Belch for Carol Haywood presented the proposed budget for 2009-2010. Copy attached. Motion to accept proposed budget as corrected by eliminating national dues was made by Lynn Weeks and Seconded by Donna Hanusik . Motion Carried.
- Membership – Risha Forman gave the report. The NE has 36 active members and 2 active retirees. A get-well card was sent to Cheryl Tripp, Halifax Co., for surgery she had in June. A \$25.00 memorial donation was sent to the Pinetops Baptist Church Memorial Fund in honor of Karen Whitley's Dad who passed away and a card sent to Karen. A thank you card was sent to the association from Karen and her family. Membership Committee Members are: Risha Foreman, Chair – Perquimans; Brenda Gardner – Martin; Gloria Morning – Edgecombe; Donna Keene – Currituck; and Sheila Powell – Bertie.
- Nominating Committee – B.J. Okleshen - No Report.
- Professional Improvement – Robbie Bridgers gave the committee report. She encouraged the members to seek out sources of improving secretarial skills. We need to always strive to grow. Seek out learning opportunities in your local community colleges, on-line courses or opportunities through Extension's illuminate and webinar classes and empower yourselves. This committee also has the honor of receiving nominations for the Secretary of the Year Award for the Northeast District. Nominations may be made after January 1, 2010 with the deadline being March 1, 2010. You can find the nomination form on the NCCESA page by clicking on Awards. The Herter-O'neal Scholarship is now offered statewide and we will remind everyone the first of 2010 regarding this process. Check the web for scholarship opportunities to help with further training.
- Public Relations – Vivian Turner - No Report
- Reflections – Becky Castello presented the report. Becky stated that the reflections committee has started a new Reflections Notebook. The new one begins with 2006. She encouraged all the members to submit photos of themselves for historical purposes. She is currently updating information on the counties and secretaries for the new book and would like to ask everyone that has not, to please remember to send a photo of your office along with photo(s) of the secretary(s). Pictures are needed for the following events: 2006 Spring Meeting (Hyde County), 2006 Fall

Meeting (Martin County), 2008 Spring Meeting (Pasquotank County) and the 2006 State Meeting (Hosted by SCD Southern Pines).

- Rules & Bylaws – Pam Allen – No Report

Other Reports

- NCCESA Annual Business Meeting – Shelia Ange, NCCESA Secretary presented the minutes for the State meeting that was held on September 18, 2009 at A&T State University and hosted by Campus Chapter. There were 79 members in attendance including 9 members of the NE District. Tenure awards were given including Edna Williams – 10 years; Teresa Story – 15 years; Pam Allen and Risha Foreman – 20 years; Janet Hardison – 35 years; and Wanda Williams – 40 years. Congratulations ladies! (Copy Attached)

Old Business

- Dr. Sykes Retirement – Teresa Story: Dr. Wanda Sykes retired as NE District Director on October 31, 2009. The membership voted via email with 33 responding yes and 3 responding no to present her with a card, a picture, and a check for \$200.00. Dr. Sykes sent the membership a Thank You card and was very appreciative for thinking of her.
- Honorary Membership – Teresa Story: As requested by this membership, President submitted the application for honorary membership for Mary Sue Wright-Baker to the state association. This nomination was accepted by the Board of Directors and was voted on at the annual meeting this past September. Mary Sue was accepted as an Honorary Member of the association.
- Committees List - President presented the 2009-2010 NCCESA-NE District Committees list. Each member is assigned a committee to serve on. (Copy attached)
- Other - Arnette Parker, retired Secretary for Tyrrell County, asked to be introduced to the membership. Members introduced themselves to Ms. Parker.
- Addie Sugg announced her retirement for February 1, 2010.
- The West District will be hosting the 2010 State Meeting. Booklets and accommodation info were passed out to the membership. The state meeting will be for one day, as we know at this point. There was much discussion regarding this and more info will follow at a later time.

New Business

- 2014 State Meeting - President Teresa Story stated that it was time to start raising money for the 2014 State meeting the NE District will be hosting. In the past, we have provided a money tree. She asked the membership for any new ideas. Jean Sigmon suggested a silent auction where each County would bring something to auction, such as homemade items, baked goods, jewelry, gift certificates or even money. A suggestion was made to have the silent auction at our District meetings and use the money tree at the State meetings and to sell tickets to the community. Jean

Sigmon made a motion to try the silent auction through trial and error until 2014 and that each county would bring an item for the auction. Sherry Lynn seconded. The motion carried. Shelia Ange made a motion to present a money tree at the state meetings and to sell tickets to the community. Jean Sigmon seconded. The motion carried. Shelia Ange stated that she would have the tickets printed.

- Invitation to Spring Meeting - Gladys Barnes invited the membership to Beaufort County for the 2010 spring meeting. Info will be sent out to everyone in the next few months.

Program

Washington County Extension Director, Rebecca Liverman presented the program for the meeting. She treated all the ladies to a getaway spa – Extension Style. There was soft music, the lights were low and she had all the ladies close their eyes and imagine they were away from all the hustle and bustle that work and life tends to bring. It was a fun and relaxing treat. Following the spa, the members enjoyed a box lunch.

Secret Pals

Secret Pals were revealed for 2009. Ladies exchanged gifts from their secret pals for year. Secret Pal signup was completed for the upcoming 2010 year and will be drawn at a later date.

A motion was made and seconded to adjourn the meeting. Motion carried.

Respectfully submitted by Secretary, Belinda Belch.