

North Carolina Cooperative Extension Secretaries Association - NED
2010 Fall Meeting

Bertie County Extension Center
Windsor, NC – 10:30 a.m.

The NE District of the NCCESA met at the Bertie County Extension Center, in Windsor, NC on November 5, 2010. Bertie County Secretaries, Belinda Belch and Sheila Powell hosted the meeting. Registration began at 10:00 a.m.

President Teresa Story called the meeting to order. She thanked Bertie County for hosting our meeting. In the absence of County Extension Director, Richard W. Rhodes, Administrative Secretary for Bertie County, Belinda Belch welcomed all to Bertie County.

Motion was given and seconded to approve the agenda. Motion carried.

Secretary Belinda Belch performed roll call. Those attending were:

Beaufort: Gladys Barnes, Pam Allen
Bertie: Belinda Belch, Sheila Powell
Camden: 0
Chowan: 0
Currituck: Donna Keene, Sherry Lynn, MarySue Wright-Baker
Dare: Donna Hanusik
Edgecombe: Gloria Morning, Vivian Turner
Gates: B.J. Okleshen
Halifax: 0
Herford: Melanie Storey, Becky Castello
Hyde: 0
Martin: Shelia Ange
Nash: Patricia Cotton, Jo Ann Zimmerman
Northampton: Robbie Bridgers, Jean Sigmond
Pasquotank: 0
Perquimans: Teresa Storey, Risha Foreman
Pitt: Carol Haywood, Sarah Roberson
Tyrrell: 0
Washington: 0

There were a total of 21 active secretaries present.

Melanie Storey, 1st Vice President presented the Thought for the Day.

Vivian Turner welcomed Jean Sigmon back, since she had been out sick for a while. Jean thanked everyone for their kindness through phone calls, cards and love offering.

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. There was a misspelling of Jean

Sigmon's name. The letter d was added to Sigmon. Motion to approve Spring minutes with correction was made by Sheila Powell and seconded by Melanie Story. Motion carried.

Carol Haywood presented the Treasurer's Report. She stated that the checking account balance as of 10/31/10 was \$1866.35. Money Market account balance is \$5137.93. See copy attached. Motion to accept the Treasurer's Report was given and seconded. Motion Carried.

Committee Reports

- Finance –Carol Haywood presented the proposed budget for 2010-2011 by removing the national dues and increasing the district dues to \$35.00. Melanie Story made a motion to accept the proposed budget and Vivian Turner seconded. Motion was carried. The State meeting of the NC Cooperative Extension Secretaries Association was held in Asheville/Mills River on September 16-17, 2010. The NE District had a fundraising for the money tree (50/50). The tickets were \$1 and 96 were sold. Christine Barrier from Cabarrus County won \$48.00 and \$48.00 was deposited into the NE District Checking Account. The 2010 4-H Camp Scholarship went to Edgecombe County in the amount of \$100.00. The 2011 Camp Scholarship will go to Gates County in the amount of \$100.00.
- Membership – Risha Forman gave the report. The Northeast District has 34 members and 1 active honorary and 8 honorary. Wanda Williams retired on September 30th from Washington County with 40 years of service. Instead of a plaque, she chose to receive a \$50.00 Belk card. The Belk card and the retirement greeting have been mailed to her on behalf of the association. See attached report.

Membership Committee Members are: Risha Foreman, Chair – Perquimans; Brenda Gardner – Martin; Gloria Morning – Edgecombe; Donna Keene – Currituck; and Sheila Powell – Bertie.

- Nominating Committee – BJ Okelshen – No report.
- Professional Improvement – Robbie Bridgers gave the committee report. Robbie updated the association regarding the Herter-O'neal Scholarship competition. The winner this year was Madison Elizabeth Layfield, who was a senior at Anson High School in Wadesboro, NC, from the Southeast District. Madison will be attending East Carolina University and plans to pursue a degree in Business Management. Madison sent our association a note of gratitude for choosing her to receive this scholarship. We also had the privilege of receiving applications and selecting our NED Secretary of the Year earlier. Risha Foreman was our recipient for 2010. Please check out the association's web for numerous award opportunities such as the NCCESA Professional Improvement Scholarship for those of you going back to school as well as other awards and honors. See attached report.
- Public Relations – Vivian Turner - No Report
- Reflections – Becky Castello presented the report. Becky stated that the Reflections Committee would like to report that at this time the current Reflections scrapbook is up to date with the exclusion of County photos. Please get photos of your center and Administrative support to me to complete the update. There was much discussion

regarding Electronic Scrapbook. This will be discussed at a later date after everyone has thought about it. See attached report.

- Rules & Bylaws – Pam Allen presented the report. There were two changes that were made to the State Bylaws at the state meeting. This was concerning “Officers and Their Duties” and “Public Relations”. Please refer to attach report for wording.

Other Reports

- NCCESA Annual Business Meeting – Melanie Storey presented the report. The West District hosted the 2010 NCCESA Annual Meeting. There were 13 present from the NE District. The NE District sold 96 tickets, raising \$48.00 on our Money Tree 50/50 raffle. The winner was Christine Barrier, receiving \$48.00. It was a great meeting for \$25.00. Professional Development choices were “Make a Good First Impression”, “Know Your Community”, Tour – Mountain Horticulture Crops Research Station. BJ Okelshen received the NE District Award of Excellence. The 2011 NCCESA Annual Meeting will be held September 22-23 at the Holiday Inn in Statesville. The West Central District will host it. Theme will be “Taking Care of Business”. See attached report.
- 4-H Camp Scholarship – Teresa Story – Edgecombe received the 4-H Camp Scholarship of \$100.00.
- Staff Senate Report – Becky Castello gave the report. The last meeting was November 3, 2010. Dr. Tom Miller, Vice Provost for Distance Education & Learning Technology spoke regarding the growth and expansion of Distance Education. Right now projections for 2011-2012 are looking very tight. No projected furlough at this point. No smoking in State Vans! See attached report.
- 2010 Horn of Plenty Report – Shelia Ange, Advisor gave the report. The 2010 Horn of Plenty was held on August 27, 2010 at the Rock Springs Convention Center in Greenville. This was noted at one of the most successful on record. We provided food for more than 600 county commissioners and their families as well as vendors at this year’s event. The food that was enjoyed was served in less than 40 minutes too! There were approximately 50 volunteers representing Cooperative Extension. There were quite a few secretaries involved. This was truly a team effort. A special thanks was extended to the NCCESA for the invaluable contribution of tea that was provided.

Old Business

- TERSSA – Teresa Story announced if anyone was interested in joining the TERSSA, please go to their website to join. The dues are \$10.00.

Other

- Secret Pals – Teresa Story stated that about half of the association participates and half does not. There was much discussion on whether we need to continue with secret pals

or try something new. Suggestions were made and it was decided to have everyone bring a \$15.00 gift to our Fall Meeting and we would have a drawing. All were in favor.

- Sue Mills Lighthouse Award – Karen Whitley won the Sue Mills Lighthouse Award. Discussion was made about donating money to this award since funds are low.. Forms are available if our District decides to contribute. Suggestion was made to send the money for this award. Donna Keene made a motion for our District to donated \$100.00 to the Sue Mills Lighthouse Award. Vivian Turner seconded. The motion carried. It was suggested to send a challenge to other districts to send \$100.00 as well.
- Invitation to 2011 Spring Meeting in Camden County – On behalf of Amy Twiddy, Administrative Secretary for Camden County, in her absence, Teresa Story invited everyone to attend the Spring meeting in Camden County. Details will follow soon.
- NE District Facebook Page – Becky Castelloe presented the idea to start a Facebook page for our district. Becky would act as Administrator and she will send an email when the page is up and running.
- Secret Pals – Secret pals were revealed and gifts were exchanged.
- Donation to Food Bank – Each County provided cans for the local food bank. A table was provided for everyone to place their donation. A group picture was taken and would be presented in the local newspaper announcing how many pounds were donated and where the food was donated. It was donated to the Good Sheppard Food Pantry in Bertie County.
- Silent Auction – Each member had the opportunity to view the items for the silent auction. With everyone making their final “bid”, the auction was closed. Teresa Story announced the winners. All proceeds go to the NE District to help with hosting the 2014 State Meeting.

Adjourn

A motion was made by Shelia Ange and seconded by Donna Keene to adjourn the meeting. Motion carried.

Respectfully submitted by Secretary, Belinda Belch.