



## **Minutes-August 23, 2002**

The meeting was called to order by Cathy Fields, President of the South Central District Secretaries Association.

Carolyn Newman gave the thought of the day.

Clinton McRae, Hoke County Extension Director, welcomed the secretaries to Hoke County.

Danny Shaw, South Central District Director, thanked all the secretaries for their hard work and dedication.

Dianne Scarboro introduced Lynn Maxwell. She taught in the Hoke County School System for 23 years and is the organist/choir director at her church. She talked about the 3 P's, Personality, Prayer and Patriotism and played several songs on the piano.

The entire room recited the Pledge of Allegiance followed by a prayer by Devona Beard.

Cathy James introduced Gail Branch, Members Service Supervisor for the State Employees Credit Union. She talked about services offered by the Credit Union.

Danny gave an update on Yvonne Smith. Yvonne has been out since March 8, 2002. She is a very sick lady. A temporary was hired, Tracy Brown, to assist in the office until Yvonne returns. Please keep Yvonne in your prayers. She is in need of a kidney and possibly a pancreas transplant.

Shay Little gave the invocation.

Roll call was given by Rhonda Gaster, South Central District Secretary.

- Anson Co. (2)
- Bladen Co. (4)
- Chatham Co. (1)
- Columbus Co. (4)
- Cumberland Co. (5)
- Harnett Co. (2)
- Hoke Co. (2)

- Lee Co. (2)
- Montgomery Co. (2)
- Moore Co. (1)
- Richmond Co. (2)
- Robeson Co. (4)
- Scotland Co. (1)
- Stanly Co. (1)
- Retirees (3)

Cathy Fields made a motion to dispense with the reading of the minutes. Motion seconded by Devona Beard.

**Treasurer's Report:** Brenda Gooden passed out the treasurer's report in the absence of Starla Harwood.

**Membership Report:** No report

**Public Relations:** Kay Morton reported that the committee submitted two news articles to our state newsletter in May. Five articles were posted to E-News in June from our district. We reported last meeting that we hope to have a District Web Page up and running by this meeting...but we don't. It is a work in progress and we will let you know as soon as it is finished so you can check it out. If any of you have any suggestions of items that you would like to appear on our web page, please feel free to e-mail anyone on our committee at any time.

**Rules and By Laws:** Devona Beard reminded the committee chairs about the informational notebooks. She also reminded everyone to be ready to vote on the changes to the Rules & Bylaws at the state meeting...they were sent out via E-mail.

**Professional Improvement:** Janet Mabry shared the results of the survey completed at the spring meeting. Survey results indicated that association members would like the opportunity to participate in professional development trainings presented by someone outside of Extension.

Janet shared the Federation Issues and Opportunities and the Mid-year Update. She asked membership to review and begin to think about other issues or concerns which need to be addressed by Federation. This information will be requested from membership after October 1.

The Certificates of Appreciation were not prepared for distribution at this meeting - they will be completed and forwarded to those members that should receive them.

**Finance Report:** Brenda Gooden passed out the proposed budget for 2002-2003. A motion was made to accept the proposed budget. Janet Mabry seconded the motion. All were in favor. She mentioned that last year, eight out of fourteen secretaries did not sell the 20 minimum raffle tickets.

Brenda told the secretaries about Cathy Fields retiring August 29, 2002, after 32 years with Extension.

**Scholarship Report:** Beverly Burney reported that after research it was discovered that Stanly County was the next receiver of the scholarship. At this time Janet and Sarla were contacted and they graciously agreed to carry out the procedure. Ly Yang was the only applicant but was a much deserving one. Ly is a full-time student at Stanly Community College majoring in Information Systems/Office Professional Track and plans to graduate in May 2003.

**Reflections:** The Reflections Committee reviewed the scrapbook that Starla Harwood has sodiligently worked on. Starla has updated the scrapbook to include photos and captions from our last meeting in Harnett County. We continue to encourage you to handle the scrapbook with care and we appreciate all of the creativity and hard work that Starla has invested into our district scrapbook.

**Old Business:** None

**New Business:**

State Meeting in Boone, North Carolina, September 19-20, 2002 Six service awards will be presented at the State Meeting

Carolyn Newman presented the Secretary of the Year Award to Brenda Gooden, Bladen County Family and Consumer Education Secretary.

**Nominating Committee:** The nominating committee is please to present the following slate of officers to the South Central District Association members for approval. Pearl Blount installed the new slate of officers for 2003: Carolyn Newman, President (Cumberland County) Kashuna Little, 1st Vice President (Richmond County) Starla Harwood, 2nd Vice President (Stanly County) Nan Rackley, Secretary (Columbus County) Devona Beard, Treasurer (Bladen County) Cathy Fields - retired, Advisor (Bladen County) Peggy Elliott made a motion to accept the new slate of officers. Brenda Gooden seconded the motion. All were in favor.

Cathy Fields was presented a gift for an outstanding job as president. Carolyn Newman, new president, was presented with the Secretaries Gnome.

Lee County secretaries invited everyone to the Spring Meeting of the South Central District Secretaries Association. The meeting will be held Friday, April 25.

Shay Little presented Janet Mabry and Starla Harwood a gift of appreciation for their mentoring.

Janet Mabry will be the new State Secretaries Association president. Brenda Gooden moved that the meeting be adjourned. Devona Beard seconded the motion. All were in favor.

The Hoke County secretaries distributed door prizes.