

BOARD OF DIRECTORS MEETING

North Carolina Association of Agricultural Extension Secretaries

May 15, 1981
Jane S. McKimmon Center
Raleigh, NC

The Board of Directors of the N. C. Association of Agricultural Extension Secretaries met at 10 a.m., May 15, 1981 at the Jane S. McKimmon Center in Raleigh, NC.

The meeting was called to order by President Margaret Reynolds. Thirty-one members were present.

Dr. Paul Dew welcomed the group to the campus and also introduced Penny Livingston, Retirement and Insurance Officer, who replaced Craig Wilburn. He asked the secretaries to send him some ideas for improvement of the total Extension organization. Dr. Dew also explained the Jewelry Awards Program.

Mariah McPherson expressed the group's appreciation to Dr. Dew for his efforts concerning the awards. Ann Hall thanked Dr. Dew for "time" to attend meetings.

Minutes of the last Planning Meeting were read and approved.

Joy Marshall, state Treasurer gave her report. (Copy attached)

Items of Old Business:

1. Frances O'Neal invited everyone to attend the Annual State Meeting at Green Park Inn. She reported that 50 rooms have been reserved for the group on September 17. Reservation must be made by September 2. Double room rate will be \$50. The banquet on Thursday night will be open to secretaries, their guests, and County Chairmen. Dinner will be served at 7 p.m. More information will be sent later to members.
2. State Newsletter – Send all newsworthy information to Gwen Huddleston, Onslow County, by June 15. This includes retirements, newcomers, honors received, etc.
3. Cynthia Potter, 1st Vice President will handle Executive Board Award. All nominations should be sent to Cynthia by August 1.
4. The scholarship this year will go to North Central District. The North Central District will send their top five applicants to Cathy Harris, 2nd Vice President, who will work up a summary of each applicant to be presented to Executive Board when they meet at State Meeting in September. Betty Penland read a letter she had received from last year's scholarship winner.

5. Honorary and Associate Membership – Application for these should be sent to Linda Buck, Secretary, before State Meeting.
6. Scrapbook – Helen Vann, Sampson County, has the scrapbook and will have it on display at the State Meeting. Send her anything your district would like to have in the book.

Margaret Reynolds explained that due to circumstances beyond control of our Association, President and 2nd VP now both come from the same district. It was decided that this would remain unchanged for the coming year.

ITEMS OF NEW BUSINESS:

1. Time for Meetings – President Reynolds asked district presidents to write thank you notes to Administration for granting “time” for us to attend meetings.
2. Finance Committee Report – Miranda Pope, Finance Chairman, was hospitalized and unable to attend the meeting. She will be in touch with her committee by mail and will send proposed budget to Board of Directors for approval. Approved budget will then be sent to each District President.
3. Eligibility list for state officers (including which office each person had held) should be sent to Gwen Huddleston by June 15 to be included in State Newsletter. Each district president or secretary should handle this and sent it to Gwen.
4. Nominating Committee – Nomination forms will be included with State Newsletter. Person nominating someone for office fills out form, sends it to the nominee. Nominee fills out information and forwards nomination to Patsy Sykes, Nominating Committee Chairman, by August 15. It is suggestion that nominations be made by districts.
5. District Officers and State Committees – They were mailed out – there were no changes.
6. Parliamentarian for State Meeting will be Frances O’Neal.
7. Reports and Plans for Annual Meeting: Linda Buck, Beaufort County, is to send invitation to state meeting to all District Chairmen (except SW – this will be done by host district), Dr. Blalock, Dr. Black, and Dr. Dew.
8. Host for 1982 State Meeting will be the Southeastern District.

President Reynolds stressed the importance of emphasizing membership on your district level.

There being no further business, the meeting was adjourned.

Jane J. Ellington, Acting Secretary