

The NCCEAPA-NE District met at the Dare County Government Center on Friday, October 19, 2018 in Manteo, NC at 10:00 a.m.

President BJ Okleshen called the meeting to order and welcomed everyone to the NED Fall Planning Meeting.

We had 18 in attendance, with one new member. Ashley Latham from Beaufort County was introduced to everyone.

Christy Boyce performed roll call. Those attending were:

Beaufort: Sam Bowden, Ashley Latham

Bertie: Sheila Powell

Camden: Amy Twiddy

Chowan:

Currituck: Sherry Lynn

Dare: Donna Hanusik

Edgecombe: Gloria Morning

Franklin: Ginny Moore, Belinda Collier

Gates: BJ Okleshen

Halifax: Cheryl Tripp

Hertford: Rebecca Castello

Hyde:

Martin: Shelia Ange, Joy Pierce

Nash:

Northampton:

Pasquotank: Christy Boyce

Perquimans:

Pitt:

Tyrrell: Michelle Haney

Wake:

Warren: Martha Smith

Washington: Christie Bell

Shelia Ange presented the parliamentary review. A quorum was present for the purpose of doing business.

Agenda was presented. Sherry Lynn made a motion to approve the agenda, Cheryl Tripp seconded. Motion carried.

Recognition of new secretaries/guest. Amy Twiddy recognized the new county extension secretary, Ashley Latham of Beaufort County.

Christie Bell, 1<sup>st</sup> Vice President provided our thought for the day. Inspirational Quote from C. S. Lewis

Spring minutes were discussed; Amy Twiddy made a motion to approve; Sheila Powell seconded the motion. Motion carried

Sherry Lynn presented our treasurer's report and BJ asked if we could up the amount of the 4-H scholarship. Sherry Lynn proposed that the new amount for the 4-H scholarship be \$420. Shelia Powell seconded; motion carried. With the correction to the budget Martha Smith made a motion to accept. Motion passed. Budget passed.

### **Committee Reports**

#### Finance:

Balances were given for each account. Total raised from silent auction at our Fall Meeting was \$73.00.

The 2019 Scholarship will go to Perquimans County in the new amount of \$420.

#### Membership:

Risha Foreman Griffin, Chair (Shelia Powell presented).

- The Northeast District has 28 active members and 18 honorary members. There are 20 TERSSA members. We welcome Ashley Latham of Beaufort as our new member.

Nominating: Christy Boyce – Chair No report at this time.

Professional Improvement: Joy Pierce – Chair

Professional Improvement Committee received 4 applications for the 2018 Scholarship. Each recipient received \$125. Recipients were Shelia Ange, Sally Southard, Robe Jarrett and Jessica Edney.

2019 Administrative Professional of the Year nominations will open January 1<sup>st</sup> and close March 1<sup>st</sup>.

2019 Herter O'Neal Scholarship will be awarded in the spring.

Public Relations: Gail Spiewak – Chair No report at this time.

Reflections: Donna Hanusik – Chair

Donna asked everyone to look at the scrapbook and if they had any pictures to donate please see her.

Rules & Bylaws: Becky Castello, Chair No report

## **Other Reports:**

### Staff Senate:

MCD allowance was revised to include administrative assistants if you use your phone for work. Don't forget annual enrollment which ends October 31<sup>st</sup>. Special bonus leave is in the system but beware when using. Please read guidelines. 16 hours leave approved for community service for hurricane relief.

### NCCEAPA State Meeting Update:

Held at the Hawthorne Inn & Conference Center in Winston-Salem. Executive Board met on Wednesday afternoon, Board of Directors met Thursday morning and then enjoyed 3 workshops. At the banquet Kelly Swanson, award winning storyteller was the key-note speaker. Several awards were presented: DSA District Recipients were Roben Jarrett – Southeast, Crystal Headen – Campus, Susan Johnson – South Central and Sheila Powell – Northeast. DSA State Recipient was Roben Jarrett.

TERSSA Update – Currently shortage in filling Vice President and Recording Secretary. TERSSA is looking to change their website and going with paid site. Louisiana is hosting the National meeting November 14 – 16 in New Orleans.

Federation Report – Dr. Bonanno would like to see more dialogue between federation and administration. There was also discussion on changing name to JCEP (Joint Counsel of Extension Professionals) to be more in line and recognizable.

### Old Business:

Raffle for the State Meeting had a profit of \$667.  
Committees broke out to work on logistics for the 2020 state meeting.

### New Business:

BJ made a motion to forego breakfast at district meetings. If your county wants to serve something that is fine but it shouldn't be in the cost of the registration. Christy Boyce seconded; motion passed.

### Other

### Announcements:

Invitation to Spring Meeting: Washington County – Christie Bell said that they are excited to have us and the tentative date is March 1<sup>st</sup>. Please look for an invitation.

### Invocation/Lunch

Staff development was the beginning phases of planning the 2020 state conference. Some suggestions when we got back together were:

Hospitality committee made a recommendation on bags and t-shirts for the state meeting. Shelia Ange seconded bags recommendation and Sherry Lynn seconded the t-shirt recommendation. Both recommendations passed.

Service Committee made a recommendation to bring items for a women's battered shelter for the next 3 meetings. Everyone is to bring 5 items instead of having the silent auction. Christie Bell seconded and recommendation passed. We will begin this at our next meeting in Washington County.

BJ made a motion that we get other shirts for the State meeting also. Cheryl Tripp seconded. Motion passed. Discussion was made regarding the meals for the meeting and when we would be having the awards ceremony. There will be more discussion to come.

Becky Castello made a motion to adjourn the meeting, Sherry Lynn seconded. Motion carried and meeting was adjourned.