

**Minutes from October 23, 2018**

**NC State University – 3221 Talley Center**

**Present**: Lindsey Clark, Valarie Diggs, Karla Frizzelle, Jeanine Gaul, Crystal Headen, Donna Holland, Suzanne Hugus, Alice Pennix, Bernadette Smith Murray, Tiffany Slade, Evelyn Stahling

**Call to Order**

The meeting was called to order by Alice Pennix. Crystal Headen will do the installation of new officers at the end of the meeting.

**Review and Approval of the Agenda**

Alice Pennix made a motion to approve the agenda and Donna Holland seconded to accept the agenda. (motion was carried)

**Review and Approval of the Minutes from the last meeting**

The minutes of last meeting were reviewed.

A motion was made and accepted.

**Roll Call** was done by Karla Frizzelle.

**New Members:** Valerie Diggs – new Treasurer – NC A&T and Tiffany Slade – NC A&T

**Thought for the Day – Donna Holland**

Donna Read - ***The Obstacle in Your Path***

**Introductions:**

All members introduced themselves.

**Financial Update – Valerie Diggs**

The 2018/2019 budget was reviewed. A motion to approve the budget and amend the Presidents plague amount was accepted. Donna Holland seconded the motion. Motion passed.

**Membership Dues**

**Committee Formations – Membership**

**Fundraising …………………………………………….** Crystal Headen, Chair; Jeanine Gaul, Co-Chair, Anita Wright

**Hospitality …………………………………………….** Tiffany Slade, Chair; Anita Wright, Co-Chair, Crystal Headen

**Membership ………………………………………….** Donna Holland, Chair

**Nominating …………………………………………….** Alice Pennix, Chair; Geri Bushel, Co-Chair

**Professional Development ………………………** Lin Zhao, Chair; Lindsey Clark, Co-Chair

**Public Relations ………………………………………** Bernadette Smith-Murray, Chair, Valerie Diggs, Co-Chair

**Reflections …………………………………………….** Donna Holland, Chair; Andrea Brooks, Co-Chair, Karla Frizzelle

**Rules and Bylaws ……………………………………** Andrea Brooks, Chair; Lin Zhao, Co-Chair

**Webmaster …………………………………………….** Suzanne Hugus, Chair

Crystal Headen made a motion to accept the committee assignments, Alice Pennix seconded the motion (motion was carried).

**Old Business - NCCEAPA Members**

* Tracy Brown’s application to become an honorary member was denied by the State Association. Honorary membership requires retiring from Extension.

**New Business - NCCEAPA Members**

* State Committee Chairs: We need a member to serve as a chair on a State Committee. (Nominating, Professional Development, Public Relations, Reflections) Donna Holland agreed to Chair Reflections again and Karla Frizzelle will assist her with these duties.
* Community Service Project: New ideas were discussed and we all agreed to table it for now and submit our ideas to the group for further discussion at the next meeting.
* Holiday Lunch/Meeting: There was discussion about whether we should have a holiday luncheon. Donna Holland made a motion to have a holiday luncheon, Alice Pennix seconded, motion carried.

**Professional Development - Evelyn Stahling**

Evelyn invited Paula Norris from the Northeast District to be our Professional Development speaker. “Exercise Should Be What You Enjoy” and you should exercise at least 150 minutes a week. Paula presented information on eating less and moving more and how to prepare low cost, high quality nutrition. She showed us some exercises that we can do right at our desk. And she gave us some recipe books and a CD with exercises.

**Installation of New Officers:**

Crystal Headen presented the new officers with coins and charged the each with their new tasks of leadership:

2018/2019 NCCEAPA Campus Chapter Officers:

Evelyn Stahling, President

Bernadette Smith-Murray, 1st Vice-President

Jeanine Gaul, 2nd Vice-President

Valarie Diggs, Treasurer

Karla Frizzelle – Secretary

Alice Pennix, Advisor

Alice Pennix, President officially passed the gavel on to Evelyn Stahling.

The meeting was adjourned