

NCCEAPA-NCD Minutes
August 30, 2019
N.C. Cooperative Extension, Person County Center

- Kitrinka Gordon, President, called the meeting to order at 12:50 pm.
- In the absence of Nicole Vernon, Secretary, Kathy Hepler held the roll call. 21 members were present and Kathy clarified with Sally Southard, Treasurer that the total members are 32 so there were enough members present for a quorum.
- Kitrinka Gordon requested a motion to accept the meeting agenda. Lauren Taubert made the motion and Deb Fuller seconded. The agenda was voted on and approved.
- Kitrinka Gordon requested approval of both the Fall 2018 and Spring 2019 minutes. Both have been emailed to members, posted to facebook and posted to the NCCEAPA website.
- Sandy Kanupp made a motion to dispense with the reading of the minutes and Lauren Taubert seconded. All members were in agreement.
- Michelle Ham made a motion to approve both sets of minutes and Chastity Elliott seconded the motion. The motion was approved by all members.
- Sally Southard, Treasurer, gave an update on the account balance and read the financial report. We currently have \$5,683.48 in the checking account as of August 1, 2019 and \$10,720.52 in the money market account and \$28.73 in the share account. This amount does not include some membership dues that have come in since 8/1/19.

Committee Reports:

- **Benevolence** – Chastity Elliott reported that she will be glad to send out cards to anyone that needs one sent, so just let her know.
- **Finance** – Sally Southard – information covered during financial report
- **Membership** – Annette Roberson reported that she had reached out to our newest administrative professional, Brandi King
- **Nominating** – Crystal Mercer and Lauren Taubert agreed to co-chair this committee.
- **Professional improvement** – Deb Fuller reported that she did not know who had been awarded the scholarship. Everyone was encouraged to apply, since funds can be used for any professional improvement, such as college classes and national and other conferences. Information can be found on the NCCEAPA website. There are several other awards listed on the site as well. Kathy Hepler stated that we need to be sure that we have the [correct officer in charge](#) of the Professional Improvement and Herter O'Neal Scholarships so that the information will come down from the state level to the correct person. No one knew who had been awarded the Herter O'Neal Scholarship but apparently it was not someone from our district and it will be announced at State Conference.
- **Web/Social** – Deb Fuller has been posting items on our Facebook page and has been keeping the [North Central District](#) portion of the [NCCEAPA website](#) up to date. If you see that something is missing, please let Deb know.

- **Rules & By-Laws** – Crystal Mercer reported that the State Executive Committee charged the Rules & By-Laws committee to look at the mission statement for our association. Please be sure to review it as it will be voted on at the state meeting.
- **Reflections** – Nicole Vernon was absent - no report given.

Old Business

Sandy Kanupp confirmed that we do not need to vote on committee chairpersons.

New Business

Kitrinka Gordon announced that she had emailed the membership about finding someone to be the 2nd vice president for the upcoming year and then reached out to a few people to see if they were interested. Ketha Golden of Orange County has agreed to take the position. Jill Cofer made a motion to accept Ketha as the new 2nd VP, Gwen Medford seconded the motion and the motion was passed.

A discussion was held on when is the best time to have our spring and fall meetings. It is recommended that the Spring meeting be held after the NCCEAPA Winter meeting which should have taken place before we typically meet in late April or May. The fall meeting should take place before October 1 so that new officers can be installed and be ready to take their position on that date. We also typically have our meetings on a Friday. Area 3 (Alamance, Orange, Durham and Chatham) has agreed to host the Spring 2020 meeting. The Rotation page will be updated by Kitrinka and posted to the website.

A poll had been taken by email so that we could get the recommendations for honorary membership for retired members Kay Evans and Sandy Kanupp. They have been approved at the district level and will be voted on at the state meeting.

Jill Cofer and Chastity Elliott recommended that everyone consider becoming TERRSA members - the National association. The next meeting will be in November in Mississippi.

Kitrinka Gordon suggested that we redo the binders as they are large and have lots of info that is no longer needed in them. Google drive was suggested as a location to store items.

Kitrinka Gordon also suggested to all members that they let the President know if they are not planning to attend a meeting, especially if they are a committee chair or an officer.

Kitrinka Gordon planned a fun installation ceremony that included all the officers and the members too and was enjoyed by all. Our new officers are:

President - Deb Fuller

Vice President - Jill Cofer

2nd Vice President - Ketha Golden

Secretary - Nicole Vernon

Treasurer - Sally Southard

Kitrinka Gordon asked Sandy Kanupp to give a report on her retirement. Sandy stated she loves it and recommends it to everyone! She slept for 2 weeks and spends more time with her family. She doesn't miss the work, but she does miss the people!

Annette Roberson made a motion to adjourn the meeting, Ketha Golden seconded the motion and it was approved by all.

Respectfully submitted by Kathy Hepler

Attendance:

Laura Apple
Jill Cofer
Chastity Elliott
Deb Fuller
Ketha Golden
Kitrinka Gordon
Michele Hamm

Tiffany Hancock
Debbie Harrelson
Kathy Hepler
Sandy Kanupp
Brandi King
Sam Lusk
Gwen Medford

Casie Medley
Crystal Mercer
Annette Roberson
Gwen Rubio
Sally Southard
Angie Talbott
Lauren Taubert