



NCCEAPA 46th State Business Meeting
September 27, 2019 @ 10:00 am
Crowne Plaza Hickory
1385 Lenoir-Rhyne Blvd., SE, Hickory, NC 28602

2018-2019 Officers
 Suzanne Hugus – President
 Shelia Ange– 1st Vice President
 VACANT – 2nd Vice President
 Emily Walter – Secretary
 Cathy James – Treasurer
 Regina Gardner – Parliamentarian
 LaToya Lucy – Advisor
 Susan Johnson – NCJCEP Officer

AGENDA

Agenda Item	Discussion	Outcomes and Next Steps					
Call to Order <i>Suzanne Hugus, President</i>	Call to Order Time:						
Roll Call <i>Emily Walter, Secretary</i>	Campus /	Northeast /	North Central /	Southeast /	South Central /	West /	
Parliamentary Review <i>Regina Gardner, Parliamentarian</i>	Verify quorum - Members present at the annual meeting shall constitute a quorum for the transaction of business.						
Approval of Agenda <i>Suzanne Hugus, President</i>				Motion to accept: Seconded: Decision:			
Thought for the Day <i>Shelia Ange, 1st Vice President</i>							
Approval of Minutes <i>Emily Walter, Secretary</i>	State Business Meeting Minutes September 28, 2018			Motion to accept: Seconded: Decision:			

District Reports

Campus, <i>Evelyn Stahlng, President</i>	
Northeast <i>BJ Okleshen, President</i>	
North Central <i>Klitrinka Gordon, President</i>	
Southeast <i>Michelle Kasey, President</i>	
South Central <i>Dana Braswell, President</i>	
West <i>Debbie Hunter, President</i>	

Standing Committee Reports

Finance <i>Cathy James, Treasurer & Committee Chair</i>	Update on Account Balances
Membership <i>Michelle Kasey, Chair</i>	Membership #s
Nominating <i>Christy Boyce, Chair</i>	Proposed Slate of Officers
Rules & By-Laws <i>Crystal Mercer, Chair / Becky Castello</i>	Proposed Mission Statement
Professional Improvement <i>Tina Lovejoy, Chair</i>	
Public Relations <i>Deb Fuller, Chair</i>	
Reflections <i>Donna Holland & Karla Frizzelle, Co-Chairs</i>	

Other Reports

2019 Sue Mills Lighthouse Award <i>Suzanne Hugus, President</i>	
2019 Distinguished Service Award <i>Shella Ange, 1st Vice President</i>	
2019 Executive Board Award <i>Shella Ange, 1st Vice President</i>	
2019 Herter-O'Neal Scholarship <i>Tina Lovejoy, State Chair Professional Development Committee</i> <i>Sally Southard, 2nd Vice President (Suzanne Hugus)</i>	
Honorary Membership <i>Michelle Kasey, Membership Chair</i>	Nominations
NCJCEP Report <i>NCJCEP</i> <i>Susan Johnson, Representative</i>	
NCSU Staff Senate Report <i>Roben Jarrett, Senator</i>	
TERSSA Report <i>Christine Barrler</i>	

Old Business

Ad-Hoc Committee (State Meeting Guidelines) <i>LaToya Lucy, President</i>	
Other Old Business <i>List Service</i>	<i>Becky Castello - sign up for NCCENPA email list</i>

New Business		
Proposed Budget <i>Cathy James</i>	2019-2020	Motion to accept: Seconded: Decision:
Installation of Officers 2019-2020	Advisor – LaToya Lucy	
2020 State Meeting Invitation <i>BJ Okleshen, President</i>		
Other New Business	Passing of the Gavel	
Other New Business	Presentation of Gifts	
Upcoming Deadlines & Dates		
Dues to District Treasurer	September 1 st	
District Dues to State Treasurer	October 1st	
Epsilon Sigma Phi - XI Chapter Annual State Meeting	October 28 th – Luncheon At NCCE Annual Conference	
TERSSA Conference	November 18 th -20 th – Mississippi State University, Starkville, MS	
NCJCEP Annual Forum	TBD	
Announcements		
Adjourn		Motion to accept: Seconded: Decision:

Meeting Notes: _____

thought for the day - 9-27-19

**Helen Keller once said,
“The only thing worse than
being blind is having sight
but no vision.”**

Campus Chapter Annual Report for 2019-19

The Campus Chapter is comprised of 17 members from NCSU and North Carolina A&T University. We are happy to welcome four new members that joined this year – Deborah Clemons, Victoria Weeks, Nakeisha Goodman, and Ayana Knight.

2018-19 Campus Chapter Officers were:

Evelyn Stahling, President
Bernadette Smith-Murray, 1st Vice-President
Jeanine Gaul, 2nd Vice-President
Karla Frizzelle, Secretary
Valerie Diggs, Treasurer
Alice Pennix, Advisor

The 2019-20 Officers were inducted at our August 29th business meeting. They are:

Bernadette Smith-Murray, President
Jeanine Gaul, 1st Vice-President
Nakeisha Goodman, 2nd Vice-President
Victoria Weeks, Secretary
Valerie Diggs, Treasurer
Evelyn Stahling, Advisor

Highlights of our activities include:

- 1) A business meeting and Holiday Lunch at the Orange County Extension office on December 14th. Members donated a cornucopia of new Christmas toys for Guilford County's "Celebrate the Children", for children in foster care.
- 2) A Community Service Project in April. Our chapter created Japanese living art arrangements called Ikebana, from natural plant materials such as blossoms, branches, leaves and stems. The arrangements were donated to Transitions Lifecare in Raleigh for the patients and their families to enjoy.
- 3) Our annual summer picnic on July 12 at the Burlington City Park complete with hotdogs, hamburgers and the fixins, flies, and the sweltering N.C. heat. Several new members attended and everyone enjoyed the fellowship and great food.

Respectfully submitted,

Evelyn Stahling
Campus Chapter President

NORTHEAST

Northeast District Report 2019

NCCEAPA State Meeting September 25-27, 2019

Hickory, NC

The Northeast currently has 28 active and 23 TERSSA members.

The 2018/2019 Officers are:

President – BJ Okleshen – Gates County

Vice President – Christie Bell – Washington County

2nd VP – Amy Twiddy – Camden County

Secretary – Christy Boyce – Pasquotank County

Treasurer – Sherry Lynn – Currituck County

Parliamentarian – Shelia Ange – Martin County

Advisor – Becky Castello – Hertford County

The NCCEAPA-NED fall meeting was hosted by Donna Hanusik at the Dare County Government Center in Manteo, NC.

We welcomed new member Ashley Latham, from Beaufort County

Committee reports were given, and the proposed budget was passed.

Committees broke out to work on the logistics for the 2020 state meeting.

We voted to increase the 4-H camp scholarship amount given each year beginning in 2019.

The 2018 State Meeting Auction was a success, plans were made for the 2019 raffle.

Counties M-W brought items for a Silent Auction to help offset the cost of hosting the 2020 State meeting. Each member brought cleaning supplies to be donated to Hurricane Florence cleanup efforts.

The NCCEAPA-NED spring meeting was hosted by Christie Bell, in Plymouth, NC

We welcomed new member Joy Taranto, Warren County.

Committee reports were given.

Risha Foreman was presented a gift card for her retirement.

The 2019 Camp Scholarship was sent to Perquimans County.

The 2019 Administrative Professional of the Year award went to Joy Pierce, Martin County.

We voted to award our district Herter O'Neal winner a scholarship.

New officers were presented and Installation was conducted using a garden theme.

State Meeting Committees broke out into groups and presented their ideas for vote.

We toured "God's Creation Wildlife Museum" and the newly opened marketplace.

In lieu of our silent auction the group brought items for the Battered Women's Shelter.

Respectfully Submitted: BJ Okleshen

NCCEAPA

North Central District Annual Report

North Central District met for our Spring meeting on Friday, March 25, 2019 in Jefferson, North Carolina at the Ashe County Cooperative Extension Office. We toured the historic Farm Life Museum and returned to N.C. Cooperative Extension, Ashe County office for lunch and business session. Our Community Service Project was to collect items for Operation Shoebox for United States Soldiers.

Our Fall meeting was held on Friday, August 30, 2019 in Roxboro, North Carolina at the Person County Cooperative Extension Office. We toured the Person County History Museum where we were greeted by an array of colorful exhibits.

We returned to N.C. Cooperative Extension, Person County office for lunch and our business session. Our Community Service Project was to collect Toiletries for the residents of Cambridge Hills Assisted Living Facility.

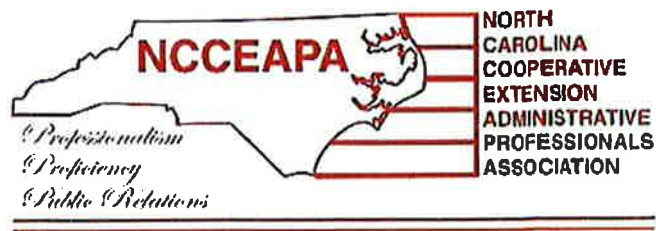
We held our Installation of Officers ceremony – existing officers were thanked for their service and commitment and the gavel was passed as the following new officers were installed:

- ✚ President – Deb Fuller, Guilford County
- ✚ Vice President – Jill Cofer, Randolph County
- ✚ 2nd Vice President – Ketha Golden, Orange County
- ✚ Secretary – Nicole Vernon, Surry County
- ✚ Treasurer – Sally Southard, Surry County
- ✚ Advisor – Kitrinka Gordon, Forsyth County
- ✚ Webmaster – Deb Fuller

Thank you,



Kitrinka Gordon



The **South East District** held Spring and Fall meetings in 2019.

The Spring meeting has held May 31st and at the Carteret County Center. Our district will be hosting the 2021 State Meeting and we used part of our time in Carteret County to begin the ground work on making it the best ever! (Following the Hickory meeting, of course)

The Fall meeting was held August 16th at the Duplin County Center.

Our 2019-2020 Officers were installed by Roben Jarrett our Parliamentarian with a “key” theme. Our new officers are:

Michelle Kasey – President

Regina Gardner – 1st Vice President

Emily Walter – 2nd Vice President

Wanda Hargrove – Secretary

Jessie Jones – Treasurer

Roben Jarrett – Parliamentarian

We voted newly retired Sheila Griffis to be an honorary member – we already miss her. We also have a new member, Christy Prevatte from Robeson County.

We were then all treated to a tour of the local Historic Liberty Hall and Cowen Museum.

Thanks to the South Central District for hosting this year’s meeting!

Michelle Kasey, President

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September 27, 2019 @ 10:00 am
Crowne Plaza Hickory
1385 Lenoir-Rhyne Blvd., SE, Hickory, NC 28602



SOUTH CENTRAL DISTRICT REPORT

The South-Central District, met Friday, March 8, 2019 at the Crowne Plaza, Hickory, NC. This location was chosen due to the South-Central District hosting the NCCEAPA State Meeting at the same location. Members enjoyed a delicious buffet breakfast

Dana Braswell, President presented Beth Cloninger with a gift as outgoing president.

Our 2019-2020 Officers were Installed by Dana Braswell, President, with a biker them; all were dressed in leather.

President – Lisa Forrest, Stanly County

1st VP – Pam Layfield, Anson County

2nd VP – Julie Campbell, Alexander County

Secretary – Nancie Mandeville, Union County

Treasurer – Christine Barrier, Cabarrus County (two-year term)

Advisor – Beth Cloninger, Catawba County

Cindy Beason, Director of Sales/Catering of the Crowne Plaza, took members on a tour of the facility.

We took a lunch break for a salad, potato, and soup bar. After the meeting resumed the half-n-half winner was drawn which was Susan Johnson and she won \$34.00.

We continued the afternoon session with planning of the State Meeting.

The South-Central District, met Friday, August 9, 2019, at the Moore County Cooperative Extension Office.

We had our normal business meeting. Cathy James was recognized as the South-Central Administrative Professional of the Year. Dana Braswell then recognized the current slate of officers for 2018-2019 and gave each a small token of her appreciation. Dana also recognized the upcoming new slate of officers for 2019-2020.

Lisa Forrest, 1st VP, presented Dana Braswell with a gift as outgoing President.

Before lunch members did a trial run of the team building activities that are planned for the State Meeting.

Members then enjoyed a choice of grilled chicken salad, chicken salad wrap or deli sandwich, and pasta salad or homemade chips. After the meeting resumed the half-and-half winner was drawn which was Christine Barrier, she won \$36.00.

After lunch we reconvened with Old Business and discussed the last-minute details for the State Meeting.

Carol Capel-Baldwin and Annie Freeman announced the spring meeting will be held in Richmond County with a date to be announced later.

Respectfully submitted,

Dana Braswell, South Central District President

West District NCCEAPA Presidents Report for 2019- BOD

NCCEAPA West District Spring 2019 Meeting was held at the charming Chetola Resort in Blowing Rock, Watauga County, hosted by Kirsten Dillman, Watauga County Administrative Assistant on Friday, May 10, 2019. Seventeen members of the West District Association were present.

Watauga CED Jim Hamilton welcomed the group. After reports were given, an extensive discussion took place regarding the Event Brite credit card payment program coming to the counties soon.

Two hundred and fifty dollar 4-H Scholarships were awarded to both Madison and Macon Counties.

For the educational component, Brandy Hansen discussed the LYNDA website which all NC CE employees have access to for free. This site hosts professional training programs for business software.

The Community Service Project was donations of food to the Hunger and Health Coalition in Boone.

Best wishes on her retirement were sent to AA Tami Hagie of Avery County.

Lunch was held at the Timberlakes Restaurant at the resort.

NCCEAPA West District Fall 2019 Meeting was held at the Transylvania County Cooperative Extension Center, hosted by Maryann Mickewicz on Friday, September 6, 2019.

Sixteen members of the West District Association were present. CED Bart Renner welcomed the group.

A discussion was held on the Eventbrite program that is soon to be implemented.

New WD officers were installed by Nominating Chair Magen Caldwell-Woody. For 2019-2020, the West District officers are:

President - Tina Lovejoy
First VP – Kerry Jones
Second VP - Emily Capps
Treasure –Christina Robinson
Secretary – Terry Walker
Advisor – Debbie Hunter

An excellent presentation was given by Brandy Hansen of Buncombe County on Google Docs and Google Sheets, where tips and shortcuts were demonstrated and questions were answered.

A large number of items were donated by the members to the Community Service Project which was Sharing House of Transylvania County, an organization that serves those in need in Transylvania County.

Email from: Tina Lovejoy, 1st President, West District NCCEAPA

**NC Cooperative Extension Administrative Professionals Association
Financial Report - September 27, 2019**

Checking Account Balance as of September 28, 2018			\$ 6,427.43
Revenue:			
Dues:		1,830.00	
Interest earned from 9/28/18 – 9/27/19		10.05	
Corn Growers Association		250.00	
NC Association of County Agricultural Agents		1,000.00	
NC Extension Association of FCS		200.00	
Extension Administration		2,500.00	
Total Revenue to Date			12,217.48
Expenditures:			
9/26/18	Crystal Headen – DSA Campus	50.00	
9/26/18	Sheila Powell – DSA NE	50.00	
9/26/18	Susan Johnson – DSA SC	50.00	
9/26/18	Roben Jarrett – DSA SE & State	250.00	
9/26/18	Crown Trophy of Cary – DSA Awards	291.51	
9/26/18	Regina Gardner – Executive Board Award	200.00	
9/27/18	NCCEAPA Host District – North Central	1,000.00	
10/1/18	Shelia Ange – Professional Improvement	125.00	
10/1/18	Sally Southard – Professional Improvement	125.00	
10/1/18	Roben Jarrett – Professional Improvement	125.00	
10/1/18	Jessica Edney – Professional Improvement	125.00	
10/1/18	Shelia Ange – Sue Mills Award	100.00	
10/1/18	Sherry Lynn – State Meeting Travel	143.38	
10/1/18	Shelia Ange – State Meeting Travel	247.43	
10/3/18	Suzanne Hugus – State Meeting Travel	223.24	
10/5/18	TERSSA – Alyssa McNeill	10.00	
10/17/18	Bladen Co. Cooperative Extension - Latoya Lucy – State Meeting Travel	270.72	
12/10/18	Sherry Lynn – Federation Lodging	53.00	
12/12/18	Martin County – 2 Domain Names	28.34	
1/16/19	Shelia Ange – Federation Lodging	54.50	
2/19/19	TERSSA – Dues	760.00	
3/26/19	SECU – Spring Meeting – Mecklenburg County	54.00	
3/29/19	Sheila Ange – Spring Exec Bd/BOD Travel	219.44	
3/29/19	NCCEAPA – SC District Host Fee	1,000.00	
3/29/19	Holiday Inn – Spring BOD Meeting	200.00	
4/11/19	LaToya Lucy – Spring Exec. Board/BOD Meeting Travel	134.84	
4/11/19	Cathy James – 5 DSA Awards	160.07	
4/23/19	Martin County – Out-going President's gift	109.95	
5/14/19	Check Order	8.00	
8/20/19	NCSU – Herter O'Neal Scholarship	750.00	
9/13/19	County of Martin – State DSA Award	32.90	
9/13/10	East Coast Trophies – Executive Board Award	51.36	
9/16/19	Cathy James – 1 DSA Award	25.67	
Checking fees		11.00	
Total Expenditures to Date			7039.35
Checking Account Balance as of September 27, 2019			\$ 5,178.13
Money Market Account			
Beginning Balance		14,762.10	
Interest Earned – 9/28/18 – 9/27/19		224.50	
Money Market Account Balance as of September 27, 2019			14,986.60
Shares Account			
Beginning Balance		62.73	
Interest Earned – 9/28/18 – 9/27/19		.39	
Shares Account Balance as of September 27, 2019			63.12

Prepared by: Cathy James

Name	County	District	TERSSA	Name	County	District
Alice Pennix		Campus		Joan Little		Campus
Andrea Brooks		Campus	X	Sue Mills		Campus
Anita Wright		Campus	X	Connie Adams		Campus
Bernadette Smith-Murray		Campus	X	Susan Brame		Campus
Crystal Headen		Campus	X	Linda Cahoon		Campus
Donna Holland		Campus	X	Debbie Cox		Campus
Evelyn Stahling		Campus	X	Berenice Deal		Campus
Geri Bushel		Campus	X	Sylvia Edwards		Campus
Jeanine Gaul		Campus	X	Dot Kennihan		Campus
Karla Frizelle		Campus	X	Paula Pritchard		Campus
Lin Zhao		Campus		Diana Reneau		Campus
Lindsey Clark		Campus	X	Diane Rogister		Campus
Suzanne Hugus		Campus	X	Charlotte Simpson		Campus
Valarie Diggs		Campus	X	Louis Smith		Campus
				Donna Warren		Campus
Active subtotal: 14			TERSSA subtotal: 12	Honorary subtotal: 15		
Amy McKenzie	Stokes	North Central		Brenda Conway	Orange	North Central
Angie Talbott	Caswell	North Central		Carolyn Bagley	Vance	North Central
Annette Roberson	Vance	North Central		Helen Miller	Orange	North Central
Carnetta Green	Durham	North Central				
Casie Medley	Caswell	North Central				
Chastity Elliott	Randolph	North Central	X pd direct			
Crystal Mercer	Guilford	North Central	X pd direct			
Deb Fuller	Guilford	North Central	X pd direct			
Debora Harrelson	Person	North Central				
Gwen Medford	Orange	North Central				
Gwen Rubio	Granville	North Central				
Jamie Davis	Ashe	North Central				
Jessica Ham	Ashe	North Central				
Jessica Hart	Ashe	North Central				
Jill Cofer	Randolph	North Central	X pd direct			
Kathy Hepler	Forsyth	North Central				
Ketha Golden	Orange	North Central				
Kilrinka Gordon	Forsyth	North Central				
Laura Apple	Rockingham	North Central				
Lauren Taubert	Guilford	North Central	X pd direct			
Lori Davis	District Office	North Central				
Michele Hamm	Alleghany	North Central	X			
Monica Dolinger	Alleghany	North Central	X			
Nicole Vernon	Surry	North Central	X			
Pam Jordan-Carrington	Durham	North Central	X			
Pana Jones	Durham	North Central				
Sally Southard	Surry	North Central	X			
Samantha Lusk	Wilkes	North Central				
Sandra Kanupp	District Office	North Central				
Tiffany Hancock	Chatham	North Central	X			
Victoria Brewer	Chatham	North Central	X			
Yesenia Ponce	Durham	North Central				
Active subtotal: 32			TERSSA subtotal: 7	Honorary subtotal: 3		
Amy Twiddy	Camden	Northeast	X	Arnette Parker	Tyrrell	Northeast
Ashley Latham	Beaufort	Northeast		Betty Cox	Chowan	Northeast
Barbara Monk	Nash	Northeast	X	Betty Dail	Chowan	Northeast
BJ Okleshen	Gates	Northeast	X	Carol Ann Hardiee	Pitt	Northeast
Brenda Leonard	Franklin	Northeast	X	Daisy Smith	Wake	Northeast
Bridgette Perry	Pitt	Northeast		Edna Boone	Franklin	Northeast
Cheryl Tripp	Hallfax	Northeast	X	Faye Black	Wake	Northeast
Christie Bell	Washington	Northeast	X	Frances Cobb	Pitt	Northeast
Christy Boyce	Pasquotank	Northeast	X	Karen Whitley	Edgecombe	Northeast
Connie Burleson	Hyde	Northeast	X	Katherine Gilliam	Bertie	Northeast
Deldre Gaines	Bertie	Northeast	X	Lila Nelson Morris	Northampton	Northeast
Denise Bunch	Chowan	Northeast		Linda McClintock	Camden	Northeast
Donna Hanusick	Dare	Northeast	X	Louise Newsome	Martin	Northeast
Gail Spiewak	Chowan	Northeast	X	Lucy Davis	Franklin	Northeast

from Michelle Kasey

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NCEAPA membership as of 9-23-19

Gloria Morning	Edgecomb	Northeast	X	MarySue Wright-Baker	Currituck	Northeast
Joy Pierce	Martin	Northeast	X	Melanie Storey	Hertford	Northeast
Joy Taranto	Warren	Northeast	X	Miriam James	Pasquotank	Northeast
Martha Smith	Wake	Northeast	X	Phyllis Hayward	Wake	Northeast
Megan Turner	Nash	Northeast				
Michelle Haney	Tyrrell	Northeast	X			
Rebecca Castello	Hertford	Northeast	X			
Risha Griffin	Perquimans	Northeast				
Robbie Bndgers	Northampton	Northeast				
Samantha Bowden	Beaufort	Northeast				
Sheila Ange	Martin	Northeast	X			
Sheila Powell	Bertie	Northeast	X			
Sherry Lynn	Currituck	Northeast	X			
Teresa Story	Perquimans	Northeast				
Virginia "Ginny" Moore	Franklin	Northeast	X			
Active subtotal: 29		TERSSA subtotal: 21		Honorary subtotal: 18		
Alyssa McMillan	Cumberland	South Central	X	Nancy Payne-Faulk		South Central
Annie Freeman	Richmond	South Central	X	Mary Ann Winchell		South Central
Beth Cloninger	Catawba	South Central		Ruth Ann Pope		South Central
Brandi Carter	Moore	South Central		Pearl Blount		South Central
Brenda Street	Lincoln	South Central		Alene Williams		South Central
Brooke Peeler	Rowan	South Central		Edna Cline		South Central
Carol Capel-Baldwin	Scotland	South Central	X	Nancy Miller		South Central
Cathy James	Hoke	South Central	X	Miranda Pope		South Central
Christine Barrier	Cabarrus	South Central	X	Dianne Scarboro		South Central
Cyndy Gustashaw	Gaston	South Central	X	Connie Bass		South Central
Dana Braswell	Union	South Central	X	Joyce Dorsey		South Central
Deborah Humphrey	Hoke	South Central	X	Barbara McLean		South Central
Frankie Bogutsky	Cabarrus	South Central	X	Janet Mabry		South Central
Jane Duncan	Iredell	South Central				
Jeanie Edwards	Cumberland	South Central	X			
Judith Moore	Lincoln	South Central				
Julie Campbell	Alexander	South Central	X			
Kim Gibson	Montgomery	South Central	X			
Leeann Crump	Richmond	South Central	X			
Leigh Watkins	District Office	South Central	X pd direct			
Lis Forrest	Stanly	South Central	X			
Melva Menius	Rowan	South Central				
Nanci Mandeville	Union	South Central	X			
Pam Layfield	Anson	South Central				
Rhonda Gaster	Lee	South Central	X			
Shane Alston-Daniel	Mecklenburg	South Central	X			
Sharon Williams	Harnett	South Central				
Stephanie Watts	Iredell	South Central				
Susan Johnson	Cumberland	South Central	X			
Active subtotal: 29		TERSSA subtotal: 18		Honorary subtotal: 13		
Amanda Collins	Columbus	Southeast	X	Linda Brulet	Columbus	Southeast
Amy Mead	New Hanover	Southeast	X	Linda Shaw	Columbus	Shoutheast
Angie Pearsall	New Hanover	Southeast	X	Pam Brylowe	Jones	Southeast
Audrey Potter	Pamlico	Southeast				
Carsha Hayes	Columbus	Southeast	X			
Danye Dicks	New Hanover	Southeast	X			
Debbie Goncalves	Onslow	Southeast				
Denese Prevatte	Robeson	Southeast				
Emily Walter	Duplin	Southeast				
Gina Britton	Brunswick	Southeast	X			
Jessica Griffin	Lenoir	Southeast				
Jessie Davis	Robeson	Southeast				
Karels Britt	Robeson	Southeast				
Kate Holt	Onslow	Southeast				
Kim Hoskins	Greene	Southeast				
LaToya Lucy	Bladen	Southeast	X			

page 3 of 3 NCCEAPA membership as of 9-23-19

Lynn Raynor	Sampson	Southeast	X			
Michelle Kasey	Brunswick	Southeast	X			
Nannetta Rackley	Columbus	Southeast	X			
Pam Beamon	Wilson	Southeast	X			
Reatha Hoffman	Pender	Southeast	X			
Regina Gardner	Jones	Southeast				
Roben Jarrett	New Hanover	Southeast	X			
Shella Griffis	Carteret	Southeast	X			
Wanda Hargrove	Duplin	Southeast				
Active subtotal: 25			TERSSA subtotal: 14	Honorary subtotal: 3		
Brandy Hansen	Buncombe	West	X	Alma Jean Clark	Rutherford	West
Carol Home	District Office	West		Anna Hall	Jackson	West
Christina Robinson	Yancey	West	X	Betty Penland	Macon	West
Deborah Hunter	Macon	West	X	Cleo Geer	Polk	West
Ivy Olson	Henderson	West		Cleo Grose	Rutherford	West
Jessica Edney	District Office	West		Cynthia Harrington	Haywood	West
Karen Ball	Haywood	West		Doris Burgin	McDowell	West
Kim Davis	Avery	West		Gail Lail	Burke	West
Kirsten Dillman	Watauga	West		Juanita Dotson	Buncombe	West
Maryann Mickewicz	Transylvania	West		Janice Dolson		West
Megan Caldwell-Woody	Madison	West		Jean Miller	Henderson	West
Tami Hagie	Avery	West		Lorene Pool	McDowell	West
Tina Lovejoy	Caldwell	West		Lou Ella Daniels	Buncombe	West
Vivian Hollifield (only TERSSA-new employee - will join 2020	Watauga	West	X	Martha Cockran	Buncombe	West
Vonda Vaughn	Madison	West		Mattie Angel	Yancey	West
				Nancy Hodges	McDowell	West
				Patsy Richardson	Caldwell	West
				Pauline Houston	Macon	West
				Rebecca Ritch	Caldwell	West
				Sharon Carter	Buncombe	West
Active subtotal: 14			TERSSA subtotal: 4	Honorary subtotal: 20		
Active Total: 143			TERSSA Total: 76			Honorary Total: 72

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NC TERSSA membership to date 9-23-19
report by Michelle Hasey

NC TERSSA Membership to date 9/23/19

	First Name	Last Name	Email	District	County		
1	Andrea	Brooks		Campus/NC A&T			
2	Geri	Bushel		Campus/NCSU			
3	Lindsey	Clark		Campus/NCSU			
4	Valarie	Diggs		Campus/NC A&T			
5	Karla	Frizelle		Campus/NCSU			
6	Jeanine	Gaul		Campus/NCSU			
7	Crystal	Headen		Campus/NC A&T			
8	Donna	Holland		Campus			
9	Suzanne	Hugus		Campus/NCSU			
10	Bernadette	Smith-Murray		Campus/NC A&T			
11	Evelyn	Stahling		Campus/NCSU			
12	Anita	Wright		Campus/NC A&T		12	
1	Victoria	Brewer		North Central	Chatham		
2	Jill	Cofer		North Central	Randolph	Paid to Anita-rec from CB	
3	Monica	Dolinger		North Central	Alleghany		
4	Chastity	Elliott		North Central	Randolph	Paid to Anita-rec from CB	
5	Michele	Hamm		North Central	Alleghany		
6	Tiffany	Hancock		North Central	Chatham		
7	Pam	Jordan-Carrington		North Central	Durham		
8	Sally	Southard		North Central	Surry		
9	Nicole	Vernon		North Central	Surry	9	
1	Julie	Campbell		South Central	Alexander		
2	Christine	Barrier		South Central	Cabarrus		
3	Frankie	Bogutsky		South Central	Cabarrus		
4	Susan	Johnson		South Central	Cumberland		
5	Alyssa	McMillan		South Central	Cumberland		
6	Jeanie	Edwards		South Central	Cumberland		
7	Cyndy	Gustashaw		South Central	Gaston		
8	Debbie	Humphrey		South Central	Hoke		
9	Cathy	James		South Central	Hoke		
10	Rhonda	Gaster		South Central	Lee		
11	Shane	Alston-Daniel		South Central	Mecklenburg		
12	Kim	Gibson		South Central	Montgomery		
13	Annie	Freeman		South Central	Richmond		
14	Leeann	Crump		South Central	Richmond		
15	Carol	Capel-Baldwin		South Central	Scotland		
16	Lisa	Forrest		South Central	Stanly		
17	Dana	Braswell		South Central	Union		
18	Nancie	Mandeville		South Central	Union		
19	Leigh	Watkins		South Central	NCSU	19	
1	Sheila	Ange		Northeast	Martin		
2	Christie	Bell		Northeast	Washington		
3	Christy	Boyce		Northeast	Pasquotank		
4	Connie	Burleson		Northeast	Hyde		
5	Rebecca	Castello		Northeast	Hertford		
6	Deidre	Goines		Northeast	Bertie		
7	Michelle	Haney		Northeast	Tyrrell		
8	Donna	Hanusick		Northeast	Dare		
9	Brenda	Leonard		Northeast	Franklin		
10	Sherry	Lynn		Northeast	Currituck		
11	Barbara	Monk		Northeast	Nash		
12	Virginia "Ginny"	Moore		Northeast	Franklin		
13	Gloria	Morning		Northeast	Edgecomb		
14	BJ	Okleshen		Northeast	Gates		
15	Joy	Pierce		Northeast	Martin		
16	Sheila	Powell		Northeast	Bertie		
17	Martha	Smith		Northeast	Wake		
18	Gail	Spiewak		Northeast	Chowan		
19	Cheryl	Tripp		Northeast	Halifax		

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20	Amy	Twiddy		Northeast	Camden		
21	Joy	Taranto		Northeast	Warren	21	
1	Pam	Beaman		Southeast	Wilson		
2	Regina	Britton		Southeast	Brunswick		
3	Amanda	Collins		Southeast	Columbus		
4	Danyce	Dicks		Southeast	New Hanover		
5	Sheilia	Griffis		Southeast	Carteret		
6	Carsha	Hayes		Southeast	Columbus		
7	Reatha	Hoffman		Southeast	Pender		
8	Roben	Jarrett		Southeast	New Hanover		
9	Michelle	Kasey		Southeast	Brunswick		
10	Latoya	Lucy		Southeast	Bladen		
11	Amy	Mead		Southeast	New Hanover		
12	Angie	Pearsall		Southeast	New Hanover		
13	Nannetta	Rackley		Southeast	Columbus		
14	Lynn	Raynor		Southeast	Sampson	14	
1	Brandy	Hansen		West	Buncombe		
2	Deborah	Hunter		West	Macon		
3	Vivian	Hollifield		West	Yancey		
4	Christina	Robinson		West	Yancey	4	
79 NORTH CAROLINA MEMBERS							

**Nominating Committee Report
Board of Directors Meeting/Association Business Meeting
September 25-27, 2019
Hickory, NC**

Applications were accepted for persons interested in serving as an officer for the North Carolina Cooperative Administrative Professionals Association during 2019-2020. Emails were sent to each District President with guidelines and application information.

Shelia Ange, 1st Vice-President, Sally Southard, 2nd Vice-President, consented to rotate to serve as President and 1st Vice-President, respectfully.

Nominations were accepted for the following open positions:

2nd Vice-President – keeping in line with the rotation schedule, the South Central District was tasked with providing a candidate for this position

Secretary

Treasurer

NCJCEP

The 2018-2019 Nomination committee would like to offer for consideration the following slate of officers to serve during 2019-2020:

President – Shelia Ange, Martin County, Northeast District

1st Vice President – Jill Cofer, Randolph County, North Central District

2nd Vice-President, Beth Cloninger, Iredell County, South Central District

Secretary – Jeanine Gaul, Campus

Treasurer – Brandy Hansen, Buncombe County, West District

NCJCEP – Anita Wright, Campus

Advisor – Suzanne Hugus, ~~Campus~~ Southeast

Thank you to each person that has agreed to serve. We are confident you will do an outstanding job!

Respectfully submitted,

Christy Boyce

Chair, Nominating Committee

Christy Boyce, Chair, Pasquotank County – Northeast

Alice Pennix - Campus

Magen Caldwell-Woody, Madison County – West

Crystal Mercer, Guilford County – North Central

Roben Jarrett, New Hanover County – Southeast

Susan Johnson, Cumberland County – South Central

Read more at: <https://ncceapa.ces.ncsu.edu/state-committee-members/>



NCCEAPA State Meeting Rules and By-Laws Report

The Rules and By-Laws committee was charged with bringing forth a mission statement to the association body to be voted on. The committee met and a mission statement along with some other changes that will be presented at the 2019 State meeting. Changes were posted on the NCCEAPA website to be reviewed prior to the meeting. See proposed changes below.

Respectfully submitted,

Becky Castello for Crystal Mercer, Rules and By-Laws Chair

We shall strive to always perform etc....)

NCCEAPA Business Meeting
September 27, 2019

Proposed Rules & Bylaws Changes:

Article II – ~~Purpose~~ **Mission** and Objectives
(Change to – Article II – Mission and Objectives)

Section 1:

*The ~~primary purpose~~ **mission** of the Association is to ~~establish and~~ maintain a structure through which members may be united in professional development and improvement efforts for the benefit of themselves and North Carolina Cooperative Extension.
(Change primary purpose to mission, remove establish and)

Section 2:

*The objectives of this Association shall be as follows:

~~*First, and most important,~~ we shall strive to always perform our duties with ^{integrity} conscientious dignity to help make North Carolina Cooperative Extension the best Extension Organization in the nation.
(Remove – First, and most important,)

~~*To be recognized in our profession by N.C. Cooperative Extension~~ as professionals.
(Change to - To be recognized by N.C. Cooperative Extension as professionals.)

~~*To request State Administration to provide~~ **seek** opportunities for professional improvement.
(Change to - To seek opportunities for professional improvement.)

~~*To exert much effort to have County Extension Administrative Professionals classified under one unified system.~~
(Remove entire bullet.)

~~*To invite district and state personnel to meet with us with suggestions, information, answers to pertinent questions, etc., so that we will always stay abreast of the latest in Extension.~~ **To network with district and state personnel to garner updated information in order to maintain a high quality of service.**
(To network with district and state personnel to garner updated information in order to maintain a high quality of service.)

~~*To continue our aim to avail the general public with the many services offered by North Carolina Cooperative Extension.~~
(Remove entirely - This is not an association objective; this pertains to our daily job duties as Extension personnel.)

~~*To improve working relationships and communications between administrative professionals and their co-workers in regard to planning time and work.~~
(Remove entire bullet.)

(Add bullet - ***To increase membership networking opportunities that will allow skill growth amongst members**)

NCCEAPA Board of Directors Meeting

September 27, 2019

Professional Improvement Scholarship

Tina Lovejoy

State Chair, Professional Improvement

Nanci Mandeville is the recipient

Professional Improvement Scholarship- 2 applicants.