



2018-2019 Officers

Suzanne Hugus - President
Shelia Ange - First Vice President
Vacant - Second Vice President
Emily Walter - Secretary

Cathy James - Treasurer
Regina Gardner - Parliamentarian
LaToya Lucy - Advisor
Susan Johnson - NC JCEP Officer

NCCEAPA State Business Meeting - September 27, 2019

Crowne Plaza Hotel-1385 Lenoir-Rhyne Blvd., SE, Hickory, NC 28602

The meeting was called to order at 10:02 a.m. by NCCEAPA President Suzanne Hugus (Campus).

The roll was called by the Secretary Emily Walter (SE) and totaled.

Parliamentarian Regina Gardner (SE) verified a voting quorum was present.

The President continued with a request for any changes to the agenda. Michelle Kasey (SE) made a motion to approve the agenda with the correction and addition listed below, it was seconded by Christy Boyce (NE) and approved by members present.

- Remove a space in NCJEP
- Add an item to 'Other Old Business' to discuss the NCCEAPA email list serve led by Becky Castello (NE).

Roll call	Active Members	Present
Campus	14	7
West (W)	14	13
North Central (NC)	32	12
South Central (SC)	29	19
Northeast (NE)	29	15
Southeast (SE)	25	13
totals	143	79

Sharing the attached thought for today was Shelia Ange (NE).

Approval of minutes -- No questions were offered regarding the minutes of the State Business meeting held September 28, 2018. The minutes were posted on the NCCEAPA website and a paper copy was available for review. The minutes were approved after a motion by Roben Jarrett (SE) and a second from Pam Layfield (SC).

District Reports

A motion was made by Sherry Lynn (NE) to post the individual NCCEAPA district and chapter reports on the Association website and not read them at the business meeting. Tina Lovejoy (W) seconded the motion. The motion carried with one member opposed. (The unread district and campus reports are attached to these minutes.)

Standing Committee reports (attached)

- Finance -- Treasurer Cathy James (SC) passed out a copy of the financial report and went over the document with the group. No questions came from the members present.
- Membership -- Michelle Kasey (SE), committee chair, reported a membership total of 143 and 72 honorary and 83 TERSSA members.
- Nominating--Christy Boyce (NE) presented the 2019-20 slate of officers as a recommendation from the committee. A second was received from Christie Bell (NE). There being no nominations from the floor, the recommended slate of officers was approved as presented.

Rules & By-Laws -- Becky Castello (NE) presented the recommended changes from the Rules and By-laws Committee and copies were provided to members. The Committee recommendations were reviewed as follows:

- beginning with the section labeled "Article II"-- seconded by Cheryl Tripp (NE), unanimous approval.
- "Section 1" -- seconded by Christy Boyce (NE), unanimous approval.
- "Section 2" -- seconded by Sherry Lynn(NE), including the change in the first objective removing 'conscientious dignity' and inserting 'integrity'. The changes were unanimously approved.

Professional Improvement -- Tina Lovejoy (W) reported that Nanci Madeville (SC) received the award this year.

Public Relations -- no report

Reflections -- Donna Holland (campus) played the video report and thanked members of the committee as all the Association districts and campus were represented in the presentation.

Other reports

- ◆ 2019 Sue Mills Lighthouse Award -- Suzanne Hugus recognized Ivy Olson (W) as the winner this year. The presentation was made at the awards luncheon the previous day.
- ◆ 2019 Distinguished Service Award and 2019 Executive Board Award -- Shelia Ange reported names of the 2019 DSA and Executive Board winners. The official presentations had been done at the awards luncheon on September 26.

Distinguished Service Awards recipients this year are, Campus - Evelyn Stahling; North Central - Kathy Hepler; Northeast - Christie Bell; South Central - Julie Campbell; Southeast - Nan Rackley; West - Ivylyn Olson. State winner is Ivylyn Olson. The report is attached.

The Executive Board Award was received by Susan Johnson (NC).

- ◆ 2019 Herter-O'Neal Scholarship was reported by Suzanne Hugus. This year's winner is Cedric Clyburn. He resides in Taylorsville and was the top applicant submitted from the South Central district. He is attending NCSU.

Additionally, she also summarized an annual timeline document that will be placed on the NCCEAPA website. The timeline prompts, with dates, and lists association members involved in the process of publicizing and receiving scholarship applications. The document was prepared by Suzanne Hugus and Sally Southard. The timeline is attached.

- ◆ Honorary membership -- Membership Chair Michelle Kasey read the motion from the Committee recommending four names for inclusion to the 'honorary' roster. She read details from each submitted recommendation. The report is attached.

- Kay Evans (Orange County-North Central), seconded by Gwen Medford (NC), unanimous approval.
- Sheilia Griffis (Carteret County-Southeast), seconded by Roben Jarrett (SE), unanimous approval.
- Risha Griffin (Perquimans County-Northeast) seconded by Christy Bell, (NE) unanimous approval.
- Sandra Kanupp (Campus) seconded by Lori Davis (NC), unanimous approval.

From discussion at the Board of Directors meeting, the previous day, President Suzanne Hugus announced that LaToya Lucy has volunteered to work with the Membership Chair and suggested an Ad-Hoc Committee be formed to develop a recommendation regarding

consistency and accountability, for honorary membership. Items to be looked at are (who is) keeping the honorary list on the Association website current, standardization of criteria for nomination to the honorary membership based on the by-laws and guidelines, what is each district is doing to maintain relationships with the honorary members. The current list of honorary members, on the Association website, contains no deceased individuals that we are aware of. State webmaster Shelia Ange added that the deceased members are listed below the current honor members list.

- ◆ NCJCEP -- Susan Johnson (SC) submitted the minutes from the May 21, 2019 meeting of NCJCEP that was conducted via Zoom. She summarized the topics discussed during the meeting and the report is attached to the minutes.
- ◆ NCSU Staff Senate Report -- Roben Jarrett (SE), a senator from the Southeast District, discussed the purpose and goals of the organization and its new website offering additional information and a list of currently serving senators.
- ◆ TERSSA -- Christine Barrier (SC) reported TERSSA has an active membership of 169 and 83 are from North Carolina. Her report is attached. Becky Castello (NE) added that TERSSA now has a new website. TERSSA officers from North Carolina were recognized.

Old business

- Ad-Hoc Committee -- LaToya Lucy (SE) reported the final resource document to assist districts with planning a state conference can be found on the NCCEAPA website. LaToya explained the document is brief and deals with basic functions and timetables intending to allow creativity and detail decisions to the hosting district. A two-week comment period was set and if no suggestions are submitted, President Suzanne Hugus said the Ad-Hoc Committee will be disband.
- NCCEAPA Listserve --Becky Castello (NE) instructed members how to be included in the NCCEAPA email listserve. If you are not currently receiving emails from NCCEAPA, please use the new member form that is posted on the NCCEAPA website to submit your unity ID email address.

New business

- ◆ Treasurer Cathy James (SC) distributed copies of the 2019-20 proposed budget and noted that it is balanced with expected revenue from memberships, sponsors contributions and a small transfer from an NCCEAPA money market account. A motion to accept the budget as presented was made by BJ Okleshen (NE), seconded by Becky Castello (NE) and approved by all.
- ◆ Installation of 2019-20 officers was done by LaToya Lucy (SE). Each officer received the charge of their duties and agreed to serve. Officers are:

President - Shelia Ange (Northeast District)

First Vice President - Jill Cofer (North Central District)

Second Vice President - Beth Cloninger (South Central District)

Secretary - Jeanine Gaul (Campus)

Treasurer - Brandy Hansen (West District)

NCJCEP representative - Anita Wright (Campus) Donna Holland accepted for Anita Wright.

Advisor - Suzanne Hugus (Southeast)

After the officers were sworn-in, Suzanne Hugus presented the President's gavel to the 2019-20 President, Shelia Ange (NE). She offered her thanks to the board serving with her and noted some of the accomplishments during their year of service. Suzanne also praised the South Central district for their success hosting the state NCCEAPA conference.

Shelia Ange followed with a presentation to out-going President Suzanne Hugus for her service and the accomplishments within the year.

◆ 2020 State Meeting Update -- BJ Okleshen (NE) led a group from the Northeast District as they shared a video and bounced beach balls into the air to invite NCCEAPA members to the 2020 conference in Kitty Hawk, NC. A 'Save the Date' invitation for September 22-25, 2020, had been placed on the tables of the state meeting room for members.

As the NCCEAPA 2020 meeting site will also host (in conjunction) the national TERSSA meeting, Michelle Kasey (SE) who will be serving as President of TERSSA in 2020 issued an invitation to the TRESSA membership to attend the meeting.

Suzanne Hugus showed a copy of the new membership brochure created by Deb Fuller and then noted some upcoming deadlines and dates listed on the agenda before the meeting adjourned on a motion from Susan Johnson (SC) with a second by Karla Frizzelle (Campus).