

The NCCEAPA-NE District met via Zoom on Friday, March 27, 2020 with Christie Bell from Washington hosting the meeting.

President Christie Bell called the meeting to order. Art Bradley, Northeast District Director, welcomed us and thanked us for all that we were doing in this difficult time. He stated that at this time some offices were closed, some closed to the public, and some working with minimal staff. Art asked that we look at the Professional Development opportunities Nikki Kurdys sent out. He also asked everyone to take a close look at our county webpages because Dr. Bonano he pulls up our webpages to see what we have going on. Please freshen these pages up and pull your Facebook information to your webpage.

Christy Boyce performed roll call. Those attending were:

Beaufort: Ashley Latham  
Bertie: Sheila Powell  
Camden:  
Chowan: Gail Spiewak  
Currituck: Sherry Lynn  
Dare:  
Edgecombe: Gloria Morning  
Franklin: Brenda Collier, Ginny Moore  
Gates: BJ Okleshen  
Halifax: Cheryl Tripp  
Hertford: Rebecca Castello  
Hyde: Connie Burleson  
Martin: Shelia Ange, Joy Pierce  
Nash: Tamara Coyne  
Northampton:  
Pasquotank: Christy Boyce  
Perquimans:  
Pitt: Brigitte Perry  
Tyrrell: Michelle Williams  
Wake:  
Warren: Joy Taranto  
Washington: Christie Bell

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

Agenda was presented. Gail Spiewak made a motion to approve the agenda; Sherry Lynn seconded. Motion carried.

Recognition of new secretaries/guests. Sherry Lynn stated we didn't have any new secretaries. Further in the meeting we realized that Nash County had hired Tamara Coyne so we welcomed her.

Christie Bell, President provided our thought for the day from Amy Twiddy, 1<sup>st</sup> Vice President.

Spring meeting minutes were addressed. Joy Toronto made a motion to approve the minutes; Gail Spiewak seconded the motion. Motion carried.

Cheryl Tripp, presented our treasurer's report. We purchased a \$50 gift card for Donna Hanusik for her retirement.

### **Committee Reports**

Finance: Cheryl Tripp, Finance Chair - \$50 VISA gift card was purchased and given to Donna Hanusik for her retirement. Invoices for dues will go out the beginning of July and will be due by the end of August.

Membership: Sheila Powell, Chair - We had one new member from Nash County which brings our membership to 29 members, 19 honorary members, and 20 TERSSA members.

Nominating: Christy Boyce, Chair - No report at this time.

Professional Improvement: Joy Pierce, Chair - The 2020 Professional Development Scholarship is due August 1, 2020. We received 20 Herter O'Neal Scholarships and Aaron Bell from Washington County was selected and sent to state.

We were reminded to take advantage of all professional development opportunities including webinars, seminars, trainings, classes, and other educational opportunities. Also, if you hear of any opportunities that we may be interested in, please share with the group.

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

Reflections: Joy Taranto, Chair - Joy stated she had received the scrapbook and is excited to get started.

Rules & Bylaws: Brigitte Perry, Chair - Stated that when the Board of Directors has their meeting, they will be voting on Article 5.

Staff Senate:

Rebecca Castello - Elections for new Staff Senate representation is underway. We encourage anyone that has not taken on this position to really consider doing so.

NCCEAPA 2020 State Meeting: BJ Okleshen, Advisor - Everything is on track, but we will not be posting anything at this time due to COVID 19.

TERSSA Update: Becky Castello, Webmaster – Currently 10 states represented. Trying to figure out how COVID 19 is going to affect the 2020 National meeting in conjunction with North Carolina.

NCJCEP Report: Christie Bell, President – (What was her report?)

Old Business:

~~2020 NCCEAPA/TERSSA Meeting – everything on track but also on hold.~~

New Business:

Logo Discussion: Shelia Ange, Parliamentarian – the logo is in the works and hopefully will have something to show at our fall meeting.

Administrative Professional of the Year: Joy Pierce, Chair – we will be holding off until we can meet face to face.

Installation of Officers 2020-2021: BJ Okleshen, Advisor – Installation of the new officers was offered by BJ Okleshen and Gail Spiewak second it. Motion passed with these officers.

President – Christie Bell  
1<sup>st</sup> Vice President – Amy Twiddy  
2<sup>nd</sup> Vice President – Sherry Lynn  
Secretary – Christy Boyce  
Treasurer – Cheryl Tripp  
Advisor – BJ Okleshen  
Parliamentarian – Shelia Ange

State 2<sup>nd</sup> VP Nominations: We will need to have a commitment before September. This is a 4-year commitment.

Other

Invitation to Fall Meeting: Sheila Powell, Bertie County, will host the Fall Meeting since this meeting was done by Zoom. She asked that we double up on the community service project items.

Christy Boyce made a motion to adjourn and Sherry Lynn seconded the motion and the motion passed!