

NCCEAPA Executive Board Meeting
February 25, 2021- 10 AM
(via Zoom)

President Jill Cofer called the meeting to order at 10 a.m.

Secretary LaToya Lucy did a silent roll take based on who was present on the Zoom meeting. Those present were: President Jill Cofer, VP Beth Cloninger, 2nd VP Christie Bell, Secretary LaToya Lucy, Advisor Sheila Ange, Parliamentarian Christine Barrier. Those absent were: Treasurer Brandy Hansen (funeral to attend), NCJCEP Officer Anita Wright.

Parliamentarian Christine Barrier verified that a quorum was present. **No votes were taken on any of the business discussed.**

State meeting in September 2021- There was discussion on how much money would the NE District lose if we made the decision to go virtual. They have already paid deposits on a lot of things. C. Bell will ask BJ O. how much their district stands to lose and report back to the board. A decision to decide on virtual or not will be postponed until June 30, 2021.

Shelia A. shared a video from Brandy H. In the video she shared several items:

1. There is a concern about the process for sending money and forms to TERSSA. It is confusing because some send theirs straight to TERSSA and some send via their district. North Carolina is the only state that requires you to do so. The conclusion is to send one check from NC to cover all NC TERSSA members.
2. Brandy H. also asked about putting a checkbox on the form to say you are a TERSSA member.
3. Brandy H. will investigate finding a bank that will allow you to do completely online banking. That will allow for each successive Treasurer to continue banking without major interruptions.
4. New Hires- They have voting rights as soon as dues are received. If any employee starts after September 30th, they have 90 days, regardless of who is paying their dues, to join NCCEAPA and become a paid voting member.
5. Tweak Expense Forms- As Treasurer, Brandy H. has the authority to make minor changes to it as she sees fit.

Google Group- President Jill C. brought discussion about using Google Group as a means to communicate.

Deceased List- There is no way to keep a running list of deceased members because they are not always reported. For historical purposes it was suggested that we keep the membership list for 3 years.

Logo Update Opportunity - Jill C. wanted to pursue an opportunity to update the design for our organization. More information to follow. Currently, our logo takes up too much space on letterhead, it's difficult to embroider/ screenprint, and too big to fit on a lapel. Brandy H. volunteered to create a logo for free as she does this as a side job. The logo update opportunity will proceed with the following requirements:

- Each district can submit up to three (3) designs.
- Out of the 18 designs, the Executive Board will narrow them down to the best 5.
- They have to be easy to replicate
- They have to be easy to embroider or screenprint
- They have to be able to fit on a lapel
- Must represent the NCCEAPA organization
- If a design contains a University, it must contain both Universities (NC A&T, NCSU)

The deadline for logo suggestions is potentially March 31, 2021.

Organizational Structure- discussion held about the structure. Jill C. will be looking at assigning additional duties to the 2nd VP, as stated in Article V- Officers and their duties, Section 4.

Information meeting via Zoom officially closed at 11:12 AM.

Respectfully Submitted,

LaToya Lucy

LaToya Lucy

Secretary, Executive Board 20-21