

The NCCEAPA-NE District met via Zoom on Friday, October 29, 2021 at 10:00 am hosted by association President Amy Twiddy from Camden County.

Austin Brown, CED from Camden County welcomed everyone.

Art Bradley, DED, thanked everyone for their hard work and “keeping the offices running through Covid”. He also gave an administrative update regarding the hiring of a new DAA; one has not been hired as of yet. He gave updates on Covid restrictions and policies within the university and how they would affect us. All information regarding Covid will be sent from the university. He also shared information regarding the background check process and the changing of vendors from Castle Branch to Info Mart.

President Amy Twiddy officially called the meeting to order at 10:38 am.

Brenda Collier performed roll call. Those attending were:

Beaufort:

Bertie: Sheila Powell

Camden: Amy Twiddy

Chowan:

Currituck: Sherry Lynn

Dare:

Edgecombe: Gloria Morning

Franklin: Brenda Collier

Gates: BJ Okleshen

Halifax: Cheryl Tripp

Hertford: Rebecca Castello

Hyde:

Martin: Joy Pierce

Nash:

Northampton:

Pasquotank: Christy Boyce

Perquimans:

Pitt:

Tyrell:

Wake:

Warren:

Washington: Christie Bell

Associate member: Sheila Ange, Martin Co

Becky Castello presented the parliamentary review. A quorum was present for the purpose of doing business.

Agenda was presented. BJ Okleshen made a motion to approve the agenda. Sheila Powell seconded. Motion carried.

Recognition of new secretaries / guests. Kim Armstrong from Dare County was welcomed, but not present and Sheila Ange, retiree, was recognized and welcomed.

Sherry Lynn, 1st Vice President, shared two separate thoughts for the day from Janet Dailey and Michael Altshuler.

Last meeting minutes were addressed. Sherry Lynn made a motion to approve the minutes as written. Sheila Powell seconded the motion. Motion carried.

Committee Reports

Finance: Cheryl Tripp, Chair - No report was given

Membership: Sheila Powell, Chair – Our membership to date is 25 active members, 19 honorary members, 1 associate member and 22 Terssa members. A motion was made from the committee to submit an honorary membership form to the Board of Directors for approval for Sheila Ange. Sherry Lynn seconded the motion. Sheila asked that we let her know when a new admin is hired so she can extend an invitation to join the association. Also, to let her know when there has been a loss of a loved one.

Nominating: Christy Boyce, Chair – No report was given

Professional Improvement: Joy Pierce, Chair – The 2021 Herter O’Neal Scholarship went to Rachel Webster from the South Central District. Daniel Acree from Halifax County was selected as the Northeast District winner and received \$250. We did not receive any applications for the 2021 NCCEAPA Professional Improvement Scholarship. The 2022 Administrative Professional of the Year Award nominations will open January 1, 2022 and close on March 1st. This is a district award, not state. An email regarding the 2022 Herter O’Neal Scholarship will be sent out at a later date. Please let Joy know if you know of any professional development opportunities that we might be interested in.

Public Relations: Gail Spiewak, Chair – No report was given

Reflections: Michelle Haney, Chair – No report was given

Rules and Bylaws: Brigitte Perry, Chair – No report was given

Other Reports

Staff Senate: Sheila Powell – Sheila will continue to send us correspondence from the Staff Senate that relates to us. She is receiving a lot of information but most of it is regarding items in Raleigh. Sheila also asked that if you are not receiving emails from her about Staff Senate issues, to please let her know. Also, let Sheila know if you have anything you would like her to address at their meetings.

NCCEAPA Meeting Update: Christie Bell, Advisor – Christie reported that it was suggested that we keep the deceased membership list for up to 3 years. There is not an accurate way to keep a running list of deceased members because they are not always reported. The finance committee met on March 24th and decided that all TERSSA members were to send their own forms and payments directly to TERSSA.

TERSSA Update: Christie Bell, Advisor – There are 150 members, 80 of those members are from North Carolina. On November 15th, there will be standalone awards, officer installation and a business meeting via Zoom. The TERSSA annual conference will be here in NC in September 2022, along with our state conference in Kitty Hawk. Becky Castello is the webmaster for the TERSSA website and it continues to be updated, so please make an effort to check it often.

NCJCEP Report: Amy Twiddy, President – The meeting will be held on November 3rd, 2021, in Greensboro. Amy will not be able to attend so Christie Bell will be attending in her place.

Old Business

2022 State Meeting: The state meeting is scheduled for September 20th – 23rd, in Kitty Hawk. TERSSA will be included. We will try to have an in person meeting at the location of the meeting prior to so that all details can be worked out.

New Business

State 4-H Camp Scholarship: A motion was made by Sherry Lynn to increase the 4-H camp scholarship amount to \$500. BJ Okleshen seconded the motion. Motion carried.

Other Business / Announcements

The spring meeting will be hosted by Chowan County's Denise Bunch. Not sure if it will be in person or virtual. Invitation to follow.

Amy Twiddy, President, asked if anyone would be interested in taking on the 2nd Vice President position since it is now vacant. It was suggested to send an email to all members since not everyone was present.

Becky Castello informed everyone that the Campus Chapter is going to dissolve, so that could possibly mean we will be getting a few new members to our district.

Community Service Project: Continue to collect items for the NC Domestic Violence Shelters.

BJ Okleshen made the motion to adjourn and Becky Castello seconded. Motion carried.

Submitted by:
Brenda Collier
Secretary