

## **Welcome**

## **Reminders**

## **Approval of Agenda**

Sandy Kanupp made a motion to approve the agenda. Natalie Hampton seconded the motion. **Motion carries.**

## **Those Present**

Mitzi Downing, Cheryl Mitchell, Jayne Kizer, Christine Barrier, Debra Stephenson, Carolyn Bird, Deborah Cox, Karee Mackey, Jane McDaniel, Mason Lawrence, Molly Alexi, Natalie Hampton, Sandra Kanupp, Silas Brown, Tyrone Fisher, Barbara Byers, Nancy Keith

## **Minutes**

Correction to the minutes as distributed.

Jane McDaniels changed to Jane McDaniel. After correction made the minutes were approved.

## **Minutes Approved**

## **Treasurer's Report-Debbie Stephenson**

Balance

Checking: \$769.24

Share: \$ 32.33

Money: \$6161.82

Total: \$6963.39

Accepted Treasurer's Report as submitted.

## **Association Reports**

### **Molly Alexi: NCEAFCS**

January 13<sup>th</sup> - mid year board meeting in Raleigh

Dr. Mitzi Downing and Dr. Carolyn Dunn gave updates on the 4-H/FCS Program and the Department. The board discussed ways to make "FCS Rock Solid" which will be the theme for this year's meeting.

President-Elect, Sherri Peeler represented the Association at the Joint Council of Extension Professionals conference in Memphis, TN February 11-13

Molly Alexi represented the association at the NCAFCFS State Conference in Raleigh, February 22-24. Molly Alexi and Janye McBurney represented the association at the Public Issues Leadership Development Conference in Alexandria, VA April 6-9

State Meeting-Blowing Rock, NC August 5-7<sup>th</sup>

National Meeting Lexington, KY September 16-25<sup>th</sup>

**Jane McDaniel: NCCEAPA**

The North Carolina Cooperative Extension Administrative Professionals Association has 194 active members and 82 honorary members with 54 members in the National Association, TERSSA.

The NCCEAPA Board of Directors met in Iredell County on February 21, 2014 and were presented with two outstanding professional improvement opportunities:

Nelson McCaskill -Roberts Rules of Order  
Nancy Keith -Prioritize Your Life

The professional improvement committee has worked very hard to set up an online training called, Communication Boomerang, presented by Dr. Mary Lou Ador. The training was available to all administrative professionals across the state.

**Officers:**

Jane McDaniel- President  
Sandra Kanupp- First Vice President  
Susan Johnson- Second Vice President  
Pamela Jordan Carrington- Secretary  
Ivy Lynn Olson- Treasurer  
Tracy Brown- Advisor

**Distinguished Service Award**

Association Meeting Kitty Hawk, NC - September 19<sup>th</sup>-20<sup>th</sup>  
National TERSSA meeting - Baton Rouge, LA October 1<sup>st</sup>-2<sup>nd</sup>

**NCAEPAAT- Hazel McPhatter-None**

**ESP- Mark Blevins**

Month Meetings Final Friday 10am via Hangout

In-person next week-Randolph

Annual November 20<sup>th</sup>, all can join Goldsboro CEFS

20-year anniversary lunch-Randolph Co

Natalie for Mark

Meeting during Extension Conference-good turn out

Memphis National Meeting, PILD-Washington ESP

**NCACES-Carolyn Bird**

No report

**NCACAA- Tyrone Fisher**

State Meeting - Asheville, NC June 17<sup>th</sup>-19<sup>th</sup>

National Meeting - Mobile, AL July 20<sup>th</sup>-24<sup>th</sup>

Silas Brown, President 2014-2015

Paul Westfall, President Elect 2014-2015

**NCAE4-HA- Erin Morgan**

Make sure that association webpages are up to date

**Old Business**

**New Business**

**2014 Proposed Budget** – Debbie Stephenson

Motion from Finance to accept budget

2<sup>nd</sup> Tyrone Fisher

Discussion-None

Motion Carries

**2014 Federation Forum**

Karee Mackey

2<sup>nd</sup> Friday Dec 12<sup>th</sup>, 2014- 9:30-2:30

Union County

Same format and agenda

Would like input

Leadership Award- request nominations from last of

September president elect serves on the selection committee.

Select recipient the end of October

2013 was the first time meeting in Union County- could tell no difference in previous meeting,- all administration was present

It is difficult to get centralized in NC- Questions on location

Debbie Cox suggested Greensboro or Winston-Salem.

Questions from all associations

Can submit concerns at anytime to your association and if it pertains to all associations submit through federation.

Guest Speaker suggestions get to Cheryl Mitchell or Karee Mackey

**Fall BOD Meeting-Monday, October 13, 2014- 1:30-3:00pm via collaborate**

Federation-current Association officers serve through the end of December

Fall Meeting- Officer rotation-Federation website-look at and see which position your association is responsible for- will discuss in October

After last years awards presentation-Mark Blevins suggested that there are other awards that you should submit now as well.

Cheryl Mitchell

Input of improvements for Federation

Encourages Input

Christine Barrier-webpage updated along with brochure-let know of corrections or suggestions

Natalie Hampton- remind membership that

Federation is there for all associations to get questions answered from Administration.

Questions from 2013 Federation are on website. As soon as minutes are posted to website, Cheryl Mitchell sends message to all Association presidents letting them know minutes are on website.

There will probably be more questions this year due to visioning process.

Karee Mackey- Leadership and Service Recognition Award-how do associations select nominee

Deadline is October 30<sup>th</sup>

Jane McDaniel- send out announcements to all members about award

Barbara Byes FCS- Leaves up to agents to submit on their own.

NCAEPAAT- Choose from the top three awards

4-H

EFNEP

Ag Tech

We give out one leadership winner is chosen

No limit to the number of nominations per association

Jane McDaniel- past member nominations-people have submitted exactly like another award and not changed nomination form-follow correct format

Mitzi Downing- Centennial Celebration-Celebrated all of the work and success of CES each day-makes a difference

### **Administrative Update-Joe Zublena**

Centennial celebration was phenomenal

Retirees, Employees, Clients

Legislative Building-been many years since allowed-Dean-need to do more frequently-would like to one time a year.

Good questions-need more communication with legislators

History Museum- Elaine Marshall- presented proclamation for Gov. to sign-May 20<sup>th</sup> Cooperative Extension Day

Post videos from celebration on Centennial website

Issues-News and Observer

Governor Proposed

Increase 12K education-finding resources from  
Higher Education- \$44 million reduction-requested  
6 campuses will be protected (smaller)  
NCSU would be assessed- not equally or % evenly distributed

What is holding up the unveiling of visioning?

Some details are not ironed out-areas related to programs and  
employee satisfaction.

Areas that need more time

Staffing- looking at different models and formulas  
Greatest challenge is staffing  
Narrow focus

Food, AG, 4-H Youth Development

Improved training-

Commodity Areas

High Tech, High Touch

Have to reorganize to stay within budget. We must deal with this issue  
Reasonable base on demographics

Administration is open to attending association meetings-

Look to Federation for

What are some of the big things that employees need to  
change?

Or if it pertains to all associations across the board

**Motion to Adjourn-** Sandy, 2<sup>nd</sup> Motion carries

Meeting Adjourned 11:50