

**NCAE4-HA Closing Board Meeting**  
**August 24, 2007**  
**Annual Conference**  
**Charlotte, NC**

Danielle called the meeting to order. Minutes will be posted to the web site.  
Motion was made to accept the minutes

Danielle asked Robbie Furr to serve a parliamentarian

**Treasurer Report – Ellen**

Operating Budget: \$10, 315.96

Enrichment Fund Budget: \$2,077.04

Money Market Shares Account Balance: \$513.92

Shares Account Balance: \$43.80

NCAE4HA Endowment: \$91,220.00

**Reports of Officers and Committees**

Annual Conference

\*Discussion on annual conference – need to have more money because in the past the districts have been real tight – workshop speakers come out of the annual conference – the keynote speaker comes out of the enrichment – keynote this year did not charge because she stayed with someone locally and gave a reduce speaking fee.

\*A motion was made to amend increasing the amount for speaker \$500.00 instead of \$400.00.

Constitution – No Report

Diversity – No Report

Finance –

\*The Finance Committee had 2 recommendations to be voted on. Much discussion regarding the amount and whether it was do be done separate or together. Finance Committee suggestion to change the following:

- (1) We suggest that we roll endowment investment income back into the endowment principal as it becomes available. (Approximately \$1950.00 after the bills are written and paid)
- (2) We suggest that we pull from the enhancement fund what we need to meet the budget requirements for the Enrichment budget and reinvest the remaining funds into the endowment principle.

\*Robbie reminded everyone that we upheld committee chairs cannot vote

\*Danielle called for a vote on them to be separate

The first recommendation passed

The second recommendation passed

\*Lori asked the question regarding the funds regarding the diversity award and it would be given contingent on getting the money for the award

\*Recognition committee was cut however the numbers of awards have increased.

### Membership

April reminded everyone regarding dues increase

\$95.00 to \$100.00

### Nominating

\*Crystal encouraged district directors to get past directors to get nominees

\*Possible suggestion was to consider deadline for dropping, need some formal way to drop instead at last minute deciding not to run for office

\*Absentee voting – suggestion June 1 – since rapport will come out of middle of June

\*Feedback sheets – change district caucus – suggest meet and greet – find best time to do this, maybe at breakfast in Hospitality

\*Recruit good leadership possibilities

\*Officer Training – 14 attended – it was good because many did not know exactly what they were to do in their offices

\*Suggestion was made to have at Winterboard – committee chairs and officers a separate training – come in early or day before – maybe even have the board meeting the day before or night before

### Professional Development

Chad on behalf of his committee asked if Dr. Black's expenses for the banquet could be moved to Professional Development line item. There is no policy in place regarding this. It was recommended that Constitution take a look at the standard operating procedures to be updated and it was stated that when recommendations are stated they need to be put on the web. Carolyn cannot give an update if she does not have the information to update and make changes.

Program – no report

Public Relations – no report

### Rapport –

\*Actual Dates of issues

Sept 24, Dec 10, March 10, June 9

\*Terry asked District Chairs to please force people in districts to send in reports and she asked the directors to help the rapport person in your district to get this information to her. It needs to be send in jpeg or on cd and not in word.

Historian – The Guide to the NC Association of Extension 4-H Agents Records can be accessed at the following web address. This guide lists each item that is currently in the archives [http://www.lib.ncsu.edu/findingaids/ua102\\_054/](http://www.lib.ncsu.edu/findingaids/ua102_054/)

Please send information for the archives to Richard Freeman at: 410 Owl Farm Road,  
Star, NC 27536

### **District Reports**

NC – Will be having a meeting to look at the Roanoke Rapids site for the Annual conference in August 08

NE – no report

NW – Davie Co. in the process of hiring – Allegany hired mid sept – next meeting will be October 18 in Rowan Co.

SC – Next meeting in Nov

SE – Come to the next meeting in Nov

SW – Thank You and see you in seven years

West – no report

### **Old Business**

\*Get reports to Sandy and Carolyn to be posted to the web

\*Danielle will email out the information about who is on what committee – Barb is responsible for finding Chair Elect

\*List will be posted on the web

### **New Business**

\*Administrative Support – 7 delegates get administrative support at \$400.00 to travel to national – Pres. 25 Year Recipients, MSA Award followed by DSA award

\*District Vice Pres duty – work with state vice presidents to make sure new members and members leaving for accurate list of members

\*Delegates to Federation – Friday Dec 14 – Kannapolis, Lee County -10 delegates needed to attend – Barb, Daneille, Robbie, Crystal, Angela, Morgan, Lori, Sandy, and Peggy – need alternates - Ashley, Krista and Melissa will be alternates

\*Lori had a question regarding monies from non members fees shall be retained at host district – this is not clearly stated in policy – where does the money go

\*JCEP – Barb and Danielle attending

\*PILD – Barb and Danielle attending

\*Annual Conference will be in Roanoke Rapids in August

\*Fall meeting date set for Dec 4 – 10:00 am before 4-H Youth and Families Conference

Meeting Adjourn.