**2021 NCEAFCS Annual Business Meeting Minutes**

**August 4, 2021**

**Zoom meeting – Hosted by Northeast District**

Welcome and business meeting called to order by Sonya Patterson, President.

Thought for the Day – Sydney Knowles

Thought from PILD conference.

Minutes from 2020 business meeting emailed to membership by Eleanor Frederick, Secretary. Motion to approve from Sydney Knowles, second from Carmen Long. Minutes were approved as presented.

Treasurer’s Report – Peggie Garner/Toi Degree, Treasurers

Emailed report to membership. Total income $14,160. Total expenses came from dues paid. Please get dues in early, as soon as you get the notice from your district treasurer in October. Expenses included national dues, awards, professional development gifts, reimbursement to president and president elect for JCEP and PILD registration fees, reimbursement for Living Well Challenge to Duplin County. Waiting on Duplin County to cash that check.

Checking balance as of June 30: $9,238.36

Also pointed out the money market account, annual conference endowment, and Ada B. Dalla-Pozza professional development fund.

Motion to approve from Lisa Smith, second from Sydney Knowles. Treasurers report approved as presented.

Registration Report – EB Odom, State Meeting Chair

89 registered for state meeting. 80 logged on for day 1 of conference.

**Plan of Work Updates/Annual Reports – Sydney Knowles filling in for Olivia Patchel**

Professional Development and Recognition – Emily Troutman

18 award applications this year. Jeannie Leonard and Ashley Beard won the paid registration drawing. NCEAFCS had 4 southern region winners and 2 national winners. Distinguished Service and Continued Excellence awards will be recognized at national conference. Award banquet today at 4 pm. Please send Emily professional development information (advanced degrees, certificates, etc.) for awards ceremony.

Upcoming professional development opportunities -

State Extension conference in Greensboro: October 25-27, 2021 (in person, currently)

NEAFCS annual conference in Grand Rapids, MI: November 2-5, 2021 (in person or virtual)

These virtual conferences do count toward Continued Excellence and Distinguished Service awards.

Member Resources and Historian – Meleah Evers

Encouraging new members and members who are preparing to retire to join NEAFCS and NCEAFCS. Retiring members, stay involved with your association at the district and state level. Adding retirees to the list that Jewel Winslow has been managing.

Public Affairs – Sydney Knowles

Finished Living Well Challenge. Had 56 participants, some campus staff and agents. Shout out to Gabrielle Heffernan, Orange County intern, for help with Living Well Challenge.

Attended PILD conference, will talk about more later on.

**District Reports**

Northeast – EB Odom

Originally planned in-person conference for 2021 state meeting. Changed to a virtual conference in April. New member: Breo Hamal in Halifax County, Lisa Smith in Martin County. Lost Stephanie Parker-Helmkamp in Hertford County. Jewel Winslow retiring soon from Perquimans County.

Southeast – Cassidy Hall

Met in March, agent-led training from Michelle Estrada, Kelly Tyndall, and Sarah Ware about local foods programming they have been doing during the pandemic. Began meeting in June to plan 2022 state meeting.

North Central – Shameca Battle (Vincent Webb filling in)

Met in March virtually. New members in the district: Virginia Lopez in Forsyth, Savannah Moore Stokes, Tara Gregory in Chatham. Shae King in Forsyth and Patti Snyder in Stokes left Extension.

South Central – Rhonda Peters

Met in April for spring meeting virtually, hosted in Union County. Guest speaker Dr. Katherine McKee spoke on prioritizing in a pandemic. Very thought provoking, great discussion continued after the meeting. Formed a collaborative education committee to do cross-county virtual programming. Recent success of that committee – Med Instead of Meds with over 90 participants. Applied for innovative program grant funds from ECA as a nine county partnership, secured $2900. Planning in-person meeting in Alexander County for October.

West – Tracy Davis (Renay Knapp filling in)

Fall meeting held virtually. Have had regular Zoom meetings to support one another during the pandemic. Spring meeting held virtually. Group activity focused on engaging participants during virtual programming using online tools like Jamboard, Padlet, Flippity, and Flipgrid.

**Standing Committee Reports**

By-Laws/Policies & Procedures – Olivia Patchel (Sonya Patterson filling in)

Will revisit with the board in January. No recommendations at this time.

Projected budget – Peggie Garner/Toi Degree

Sent projected budget file via email to the membership. Projected income: $18,060. This includes endowment money, district support ($300 per district), possible support from Ag Foundation for the host district of the state meeting, dues from 80 memberships. Dues still at $157/member. Normal expenses outlined in projected budget for review. Some notes about expenses: First Night Out – $1/member if requested. ECA scholarship if requested.

We also have $3,635 that we can use annually for leadership from the Marjorie Donnelly fund. No major travel expenses in the last year because of virtual meetings due to the pandemic.

We are in good standing, thank you officers for keeping us on track!

Historian – Meleah Evers

Registered conference attendees = 89 as mentioned earlier.

Nominating – Tracy Davis (Julie Sawyer filling in)

Presentation of 2021-2022 slate of officers:

President, Oliva Patchel

President-elect, Sydney Knowles

Vice President of Public Affairs, Rhonda Peters

Vice President of Professional Dev and Recognition, Ivelisse Colon

Vice President of Member Resources and Historian, Marcus McFarland

Secretary, Taneisha Armstrong

Treasurer, Julie Sawyer

State Program Leader, Sarah Kirby

Immediate Past President, Sonya Patterson

Life Member, Empty (filled from the Southeast district)

Webmaster, Cathy Hohenstein

NC JCEP Parliamentarian, Toi Degree

Annual meeting – EB Odom

89 registered. 62 paid as of August 3, 2021. 80 signed in for the first day of the conference. Will continue to add resources to the conference website when Catie Jo Black returns from leave.

Website – Cathy Hohenstein

Please submit annual reports using the form submission on the NCEAFCS website. Will share video recordings from annual meeting to association YouTube channel. Link to submit reports to the NCEAFCS website: https://nceafcs.ces.ncsu.edu/nceafcs-forms/

**Association Meeting Reports**

JCEP (North Carolina) – Sonya Patterson

Virtual conference, great experience! Keynote speaker, Eric Qualman, spoke about the concept of being “flaw-some” – embracing our flaws and keep going. Important to not be over-scheduled, we need balance in our lives.

Sessions included information on the digital divide, embracing diversity, recruiting and maintaining volunteers. Capnote speaker, Dr. Doug Steele, spoke about telling the story of Extension in new and innovative ways.

JCEP (National) – Olivia Patchel

Olivia was the scholarship winner from our affiliate.

PILD – Sydney Knowles

Sydney’s notes and reflections from the conference linked here: https://drive.google.com/file/d/1s5LuSDIjDFwSkiorB-bZDJHTkh13MjIr/view?usp=sharing

Highlight – helpful information about speaking to elected officials, their staffers, and stakeholders in general.

**New Business**

Slate of Officers 2021-2022 – Tracy Davis, Nominating Chair (Julie Sawyer filling in)

Julie Sawyer presenting proposed slate of officers (listed above) on behalf of Tracy Davis. Life Member position still needs to be filled from Southeast. Second from Liz Baker. Motion approved unanimously to accept the slate of officers as presented.

Proposed budget for 2021-2022 – Toi Degree/Peggie Garner

Presented by Peggie earlier in the meeting. Second from Jayne McBurney. Motion approved unanimously to accept the proposed budget.

By-Laws/Policies and Procedures – Olivia Patchel

No changes recommended at this time.

Naming of Dinah Gore Pantry – Sarah Kirby

Carolyn Dunn deserves recognition for her work with the Dinah Gore Kitchens and Extension in general. Dr. Kirby is spearheading an effort to raise $25,000 to name the Dinah Gore Pantry after Carolyn Dunn. ECA has given $5,000. South Central district pledging $400 already. Dr. Kirby is asking the remaining districts and/or state association to provide the final $3,100 to reach that goal (not including the $400 that South Central just pledged).

Update from Chris Wessel after Monday’s executive board meeting: Can use Marjorie Donnelly funds (really supposed to be used for individual agents for leadership development, but it can be used for this if that’s what the association decides to do.

Peggie Garner, representing the Southeast district, pledges $400 from the district and formally challenges the remaining districts to do the same. That would give us a total of $2,000 from the districts and then we pay the remaining $1,500 out of the state association funds (what we would normally be using for national meeting travel).

Cathy asked how much we have in checking currently. Answer from Peggie: About $16,000. Money market account = $15,000.

Question from Sydney: Can we use the Marjorie Donnelly funds for conferences and leadership opportunities like JCEP and PILD and then we would have around $3000 for the naming? Answer from Peggie: Yes, that could be done. Also, at the bottom of the proposed budget in the Misc. section, there is $3386 put there to balance income with expenses. Projected to have less expense than we have income. In the past three years, they have not requested money for First Night Out or ECA. Leaves a total of $3920 of extra income in that Misc. section.

Suggestion from Sydney: Use the money that we set aside for conferences and trainings as our contribution to the naming of the pantry, replacing those funds with the Marjorie Donnelly leadership funds, in addition to individual districts making contributions.

Comment from Lisa Smith: The value of the Dinah Gore teaching kitchens to our work that we do as agents is significant, can’t imagine not giving a significant amount as a state association if we have that in our treasury.

Question from Cathy about what the $25,000 naming cost goes toward, how is that money used? Answer from Sarah: An endowment of some sort related to the kitchen. Not entirely sure how that works.

Sonya mentioned that in their August 2 meeting, the executive board had discussed sending a letter to all district presidents so the districts could meet and decide whether to support and how much to send. Agreement with Sydney’s suggestion.

Request from Dr. Kirby: a $3,500 commitment from NCEAFCS, whether that’s from the state funds or district funds or both, so Dr. Dunn can be told at the end of September that this is happening because it has to go before the UNC Board of Governors, which will take time.

Motion from Ellen Owens: “I move that we contribute $3500 from the State NCEAFCS budget to support the naming of the Dinah Gore pantry in honor of Dr. Carolyn Dunn” Second from Lisa Smith. Motion approved unanimously.

Funding for 2021 National Meeting – Hayley Cowell (Sonya Patterson filling in)

Can use the Marjorie Donnelly leadership fund for anyone who wants to attend national meeting this year.

**Unfinished business**

2022 National Meeting update – Hayley Cowell & Alyssa Anderson

National office coming to Raleigh in September to do a site visit. Forming planning committees that are needed. Be on the lookout for emails to join a committee and help plan the 2022 national conference.

Note from Sonya about officer rotation: Propose that new officers assume roles until after national meeting in mid-November. (Typically, officer rotation begins November 1). Membership in agreement. Sonya and Sydney will fill in for Olivia for a few months for maternity leave. Motion to have plans of work submitted by Jan 1 from Sydney Knowles. Second from Rhonda Peters. Motion approved unanimously.

Note from Cathy about the website: Planning to move plans of work files to Google Drive using the NCEAFCS google account. Change website to more public facing information. Request from members in the chat to create a shared Drive (like what the food safety team has done in the past).

**Announcements**

2021 NEAFCS Annual Session

November 2-5 In-person in Grand Rapids, MI and virtual

Early Bird Deadline extended to 10/01/21

2022 NCEAFCS State Meeting

Summer 2022, Hosted by Southeast District

Full invitation to come later on in the conference.

2022 NEAFCS Annual Session

September 12-15 in Raleigh, NC

Toi Degree made motion to adjourn, Jeannie Leonard seconded. Meeting adjourned by Sonya Patterson.

Minutes respectfully submitted by NCEAFCS Secretary, Eleanor Frederick.