

State Board Meeting

October 1, 2004

NCDA Agronomic Division

Attending Board Members: Mark Tucker - President, Lenny Rogers - President Elect, Ray Harris - Vice President, Barry Foushee - Treasurer, Marjorie Rayburn - Past President, Ben Chase - Secretary, Mike Carroll - SE Director, Brian Beer - SC Director, Tyrone Fisher - SC Vice, Jeff Copeland - NE Director, Heather Lifsey - NE Vice, Greg Hoover - NW, Diane Ducharme - W Director, James Cochrane - Federation, Karen Neill - , No representation from North Central

President Mark Tucker welcomed everyone and called the meeting to order.

Started off with introductions of everyone.

Minutes

Ben Chase had previously sent out the minutes & addendum from the last Board Meeting. The MOTION was to accept minutes has written and seconded. President Tucker called for discussion and Vote. Minutes were APPROVED.

Treasurer's Report

Barry Foushee passed out Treasurer's Report (Yellow Sheet) 1/1/2004 - 10/1/2004

Checkbook Balance - \$1,161.85 Savings Balance - \$67.69

Total Balance (checking & savings) \$1,229.64

Barry indicated that the check written back in June to the Secretary's Association has cleared but it had been misplaced. Secretary's Association indicated that after a long delay their Treasurer finally got the check from their President in a torn up envelope, check was intact & cashed. (Delay was due to time in mail from their Treasurer & President)

MOTION was made to accept Treasurers Report, SECONDED and PASSED Treasurers Report as Presented.

President Tucker indicated that he mistakenly put Everette Davis on the agenda but indicated that he reports to the Board two times a year, in January and at the State meeting. Everette will be bringing Rick Wolfe in to discuss the funds at the January Board meeting due to concerns about the money the long-term future, and suggestions for these funds.

Barry reported on the current status of the Trust Funds. Last year was good compared to 2002 value. The value picked up in 2003 but declined in 2004. Hopefully after elections things will change. After some discussion about the management of the funds, President Tucker felt that if the funds should reach a certain level be a little more conservative and put funds (initial amount or certain sum) into something guaranteed forever, through the foundation or where-ever. Past President Rayburn indicated that Everette Davis along with the three immediate Past Presidents chair the Trust Fund Committee. President Tucker

ask Past President Rayburn to talk with Everette and relay that we want an update along with suggestions at the January Board meeting. That is why Everette suggested to have Rick Wolfe attend. Mark indicated that Everette feels comfortable with Rick and his management. Barry said that Rick has moved companies 3 times and we stayed with Rick. Discussion was held about past management and history. The question is: are we giving Rick enough free rein and are we giving proper oversight? The feeling is that Rick has been doing what has been asked of him but there was concern about the funds.

The Trust Fund Committee now would be Walter Earle, Marjorie Rayburn and Johnny Hensley. Since Johnny is retired President Tucker appointed Ray Harris to serve.

Old Business

Wrap up of 2004 State Meeting

Barry and Greg

Passed out State Meeting Budget

Returned to the State from the District \$3,234.65. Listed Total expenses and receipts

Association paid 9,945.74 to the Hawthorne for the meals

District covered everything else

Greg added that each County in the NW District contributed \$100 so the NW raised \$1400 for the district. This was used to cover district expenses for the meeting. Most of these funds came from County governments.

Barry made the MOTION that: < br /> **From now on the Board ask all Districts hosting the State meeting to provide the NCACAA Board a detailed financial budget/spread sheet at the completion of the meeting.**

Motion was SECONDED. President Tucker called for question and vote.

Motion PASSED

Mark indicated that everyone was asked to send Thank-You notes to the Sponsors and the NCACAA Secretary sent one to all of them. Please send a Thank-you if you have not done so. Mark mentioned that at a 4H foundation meeting the other day and was told that in the contribution world, you are suppose to Thank someone seven times of the course of a year if you expect them to give the next time.

Evaluation of the State Meeting - Mark Tucker

Passed out Evaluation Summary

Got about 36 responses, probably should look at doing evaluations in the future.

Overall positive - Need to improve on notifying retired agents about things.

Discussion was held about notification of life members.

Barry passed out (to a member from each district) the list of life members and active members. Barry asked that each go back to their districts with these lists, and go over to check information or if they have passed away or if someone is not on the list. Make a note of it and get back to Barry. Last year there were some left off.

Send all the membership and life membership information to Barry at one time.

In the discussion it was obvious that keeping these list current has always been a challenge/problem .

The state pays the \$50 life membership dues when an agent retires. That is the only cost. To get the magazine it is \$10/year paid by the life member. If they get the magazine, then they will receive the national meeting information.

The point was made that not all retired agents are life members. Agents that retired before the \$50 dues were paid, were not grandfathered in so there could be some retired agents that are not on the list.

**** MOTION was made: It is the responsibility Each District to notify life members about the state and national meetings. Motion was SECONDED. President Tucker called for question and vote. Motion PASSED.****

Each districts life member committee will have or appoint an active member and retired member to update the list. This updated list should be given to district treasurer and then relayed on to NCACAA Treasurer. Point was made that not all districts have a Life Membership committee.

Districts can go ahead and collect dues (by March 15).

\$73 (\$50 - National & \$23 - State)

**** MOTION: Each District will appoint an active and retired member to update the life/retired membership list each year and addressed at each district fall meeting. Motion was SECONDED. President Tucker called for question and vote. Motion PASSED.****

Back to State meeting Evaluation

Rhett did GREAT Job at opening luncheon! Was a bit crowded.

Another thing that got 100% positive feedback was using the idea of agents and award winners for the professional development sessions.

May need to consider an activity for non-softball players. (Something for SW to consider)

Business session needed more time, topic was not appropriate.

Tours were good.

Banquet had the most complaints or comments. Need less comments and more emphasis on award winners. It has been suggested that the banquet be moved to first night. This is due to many who leave the last day. Switch possibly with the early bird activities? Districts should discuss this. These type changes will have to be brought to the state board for approval.

Hospitality- very positive but might want to suggest in the future that hospitality room be located where rooms around the hospitality room are where agents will be staying. This could possibly prevent future hotel issues during state meetings.

5 minute break

Mark passed a book with the 2004 NACAA Annual Meeting Sponsors that was given out in Florida. This is something we should file and utilize in 2008. Also passed around a Thank-you note from Florida for helping serve and sponsoring the Monday night meal at national meeting.

Past President Rayburn - Report on 2004 National Meeting in Florida

Passed around picture. Had a good delegation from NC attend.

In delegate session:

- NC was voted to host the 2008 National Meeting in Greensboro. Had many positive comments about the bid video and presentation. Thanked hospitality committee for all their efforts.
- Successfully ran Fred Miller as NACAA Secretary and will hopefully get him elected as Vice President next year. If successful this would put Fred President of NACAA in 2008 when NC hosts the NACAA AMPIC. So be ready next year in NY to help with that effort.
- Galaxy resolution that we passed at our state meeting was brought up and passed in Florida. NACAA will actively participate in the Galaxy planning and programming process with the equal representation, in partnership with the other associations. NACAA will continue to hold its Annual Meeting and Professional Improvement Conference in accordance with the established NACAA rotation. NACAA will financially support (~\$4000) , which most of those funds will be used in travel for NACAA representatives to attend.

Barry - The Hospitality Suite in Florida we ended up with getting 2 comp nights (from Florida) and paid for 4 nights (at regular room rate).

The issue of redistricting also came up in Florida. The southern region has over 50% of the vote and the other regions are concerned that if the southern region votes as a block the other regions will be out voted. Another issue was that the smaller states may have trouble hosting a national meeting.

ECA Funding request

Included in addendum to last meeting minutes. Voted on and passed by Email.

The NC Extension and Community Association is hosting the 2004 County Women's Council of the World USA Conference Sept. 23-25, 2004. They have requested support from the various Agent Associations including NCACAA. They have indicated that any donation would be appreciated and that they are evidently very tight on their budget/finances based on their planned conference expenses. I have checked and understand that the FCE and 4-H associations have each given \$300. This should help us in the future when we need support.

President Tucker briefly discussed the issue of having board members vote by e-mail. It is not a preferred method of getting issues approved by the Board but deadlines sometimes are a factor. Mark encouraged everyone to please respond to these request but make sure when you do reply that you hit "reply all" so that the entire board will see every ones comments and that the Secretary will have all recorded.

Federation Report - James Cochran

Federation Forum is scheduled for Friday, December 3rd in Sanford. This year more time will be devoted towards administration interaction and dialogue (question & answer) as well as an educational program. Format similar to other years. Afternoon will be the business session will be discussing and voting on the ESP Association possible new membership. Most likely will probably go from 6 Association members to 7.

We need to send 10 members. Vice Directors from each of our 7 Districts and 3 NCACAA Officers are to attend.

In the past associations may send 10 members to the Federation Forum and may get charged \$10. That has not been done for about 3 years and gotten away from that aspect, so the Federation Forum Board is asking in lieu of doing the \$10 charge for the 10 members that attend the forum is to have a \$50 dues per association. This would make the budget break even. (the addition of these two other associations the cost is going up for the federation forum) In the discussion it was brought up about the poor attendance from other associations at Forum.

At this point these are the issues that will be discussed. James asked that folks send issues to him. Districts are to ask members to relay any of these issues on to James.

Specialist Membership

Last year Past President Rayburn sent letters of invitation to Specialist to join NCACAA. President Tucker was asking the Board if it was necessary for us to send these letters out again? The general feeling was that we did not need to do that but to leave it up to the districts to approach specialist to join. Discuss the awards programs, Professional Development and NC hosting the 2008 meeting and that we are an Association that does something. 6 joined last year, all in NE.

All agents are asked to invite Specialist to join NCACAA. District Directors & Vice Directors are to ask and encourage District Membership Services Committees to follow up with Specialist about joining NCACAA.

Lewis Howe Scholarship

To endow or not? We voted as a board to let Horticulture Committee along with Scholarship Committee handle this or encourage the means of endowing this scholarship so we will retain the money for future awards. If nothing is done money will be gone in a short period if continue to give awards. The Foundation would allow us to endow this at \$10,000 instead of the normal \$15,000. From the way we understand it is that if you set it up as an endowment, you must bring in more money than what you give out that year. So to give a \$500 scholarship you must bring in \$501. The idea is an auction (live or silent) at the State meeting like at the National. Mark felt that this might be a problem for the whole association to support just a Horticultural Scholarship (since Hort. agents are the only ones that can apply), so he thought that if the proceeds were divided up it might encourage support and get it done. Ray Harris volunteered to be the Auctioneer. At this past years State meeting, each County in the NW District donated a \$25 door prize. The idea is that maybe for future State meetings that this \$25 could be towards the auction instead of the door prizes. Sunbelt and others can handle the door prizes and this past year there was limited time to hand out the door prizes. Cyndi and Ben are in charge of this. (Horticulture and Scholarship Committees)

Broke for Lunch

Comments from Richard Reich, Director NCDA & CS Agronomic Division

New Business

2005 State Meeting Plans

Lenny Rogers - Holiday Inn Select, Hickory June 14-16 \$79/Night/Room (1-4 people)

Golf Tournament, Skeet, Pre-conference Tours, Recognition Breakfast, Tours and Activities, Plan to come should be a Good Meeting.

Question was asked what the Definition of Life Member - State will pay the \$50 if retire with the right amount of years. If someone leaves early, they need to apply to the NCACAA Board for Life Membership and they pay life membership dues of \$50. (but must be approved by the NCACAA Board)

2008 National Meeting Leadership Selection Committee - Tucker/Rogers

Lenny - Passed out the Conference Chair Selection Process.

Turned out to be a large task. Members of the AMPIC Membership Team- Mark Tucker, Lenny Rogers, Everette Davis, Fred Miller (NACAA), and Bob Edwards representing administration. First task was to select a chair or co-chair for the national meeting. Followed guidelines and had administration input. Selected Karen Neill and Mark Tucker.

(with some arm twisting) for leadership skills and their location.

****MOTION was made and SECOND To accept the Leaderships Teams Nomination of Mark Tucker and Karen Neill as Co-Chairs of the 2008 NACAA AMPIC.**

Called for discussion and vote. MOTION PASSED.**

Passed out National meeting Leadership List.

Executive Committee Chair

Facilities Sam Groce

Finance and Budget Ken Bateman

Fundraising Walter Earle

Meals/Events (Banquet) Lenny Rogers

Secretary/Publicity Barry Foushee

State President (2008) ? Gary Pierce ?

Transportation Marjorie Rayburn

*on list is required by National

Motion was made to accept Nominations for executive committee for the 2008 NACAA AMPIC. Called for discussion and vote. MOTION PASSED.

Committee will be getting together with Frank Fitzsimmons and the Convention Center to sign the contract and going over committee chairs.

Mark pointed out that on the NACAA website that there was a guide and suggestions for hosting a National Meeting. He also said that he had been told by other States that getting a Vice Chair for each committee was very important due to employment changes or something were to happen that the position would be covered.

Lenny made the comment that Mark didn't think it was right to be co-chair of the NACAA meeting because he was State President. But the committee and administration felt like Mark was the right person for the job. Mark did not ramrod himself in to this position, in fact it was more like the opposite, it took some arm-twisting. Mark indicated he felt very uncomfortable about taking it but appreciated the vote of confidence.

Mark mentioned the Pledge forms for National meeting. Please fill out and send in. This is tax deductible (after taxes). Each District should mail these forms to retired agents.

A discussion was held about NCACAA members showing support of us hosting the National meeting by pledging, 1 time check, or Credit Card. It will be easier to get administrative and sponsors support if they know that we are supporting it ourselves.

Comments from Administration - Dr. Joe Zublena

Thanked Board for having him and said Dr. Ort said hello.

Raises - Board of Governors (University System) and Legislators dictate the way we get the money & how it is distributed.

Raises were given 4 to 5 ways - Promotions

- 5% Assistant to Associate or Associate to Full
- Starting Salary - if anyone was below starting Salary levels, they were brought up. Everyone is at or above Starting Salary \$30,000
- Everyone got the \$1000 or the % of according to State portion of salary.
- No One can get more than 14.9%
- Each District could choose or rank 1-5 for Equity increases
- Merit - required by University to be based on performance. So used E-maps Ranged from .6% - 3.3% and 4.2- 4.9 on E-Maps.

Questions were brought up about how CED's rank Agents differently and that if you have been ranked a 3.2 you were doing a good job. Discussion followed.

238 people got merit 4.2 or better.

Travel Increase - Average travel/agent is \$3700

Concern was raised to Dr. Zublena about inadequate representation of Field Faculty on committees appointed such as with the 4-H Department Head search committee. Concern noted.

Guiding Coalition - will be asking about 25 Agents to sit on this committee to assist in the marketing initiative.

Contract Renewals -1 year and on to Multiple year appointments

Relief to Florida - All relief efforts go through Dr Ed Jones. We had had no specific request from Florida. Barry has said that agents down there have asked him for Generators. Dr Zublena said that relief request are to go through Ed Jones.

Flash reports and the press.

Tom Melton is taking Ed Jones old position.

President Tucker Thanked Dr Zublena for coming and Dr Zublena did the same.

2005 National Vice President Campaign

Marjorie has already mentioned running Fred Miller for Vice President this coming year, which will make him NACAA President in 2008. Mark indicated that he seemed to have the support from around the country and since it is to be in the Southern Region he appears to have the support. This will not be officially announced until the Board meeting.

Tax Preparer Situation - Barry Foushee

This preparer has been doing it for years and about 2 years ago she had some family tragedy and the letters from IRS started. Getting these notices on a regular basis for 2002 because they were delinquent. Barry discussed this with her and she said she had taken care of it. Another letter came stating it was delinquent with penalty. She sent a hand written letter back to the IRS thinking it was going to take care of it. Another letter came back from IRS saying she had not been authorized to be our representative. (she had been our representative for years) They have now sent Barry a form where she will be named Power of Attorney for the Association to handle this from 2002. 2003 tax return was filed in August (add an extension) and then got a letter saying the extension was wrong, so we may not be straight on 2003? Barry is wanting to find someone else to handle our returns once this has been straightened out, if possible. She has been only charging us \$500 and normally would cost \$1100 - \$1200. A discussion pursued about the hand written letter she wrote to the IRS, telling 2-3 pages of all her troubles with scratched out or marked through words... unprofessional. We feel for her situation but she has not acted professionally. In the IRS letter it stated there was irregular consistency in our filing, an on going situation. She has all the information right now but Barry feels that we should be looking for someone else. Barry indicated that he had not talked with the IRS and has let the accountant handle it up to this point. Right now we have a \$800 bill that she is trying to help us take care of. Mark indicated that that Barry and himself had discussed this and they felt we need to start looking but basically felt like we had to stick with her until the situation was straightened out. As soon as that takes place it will be brought back to the Board for consideration. In the discussion, which followed it, was brought up that if this situation drug out past January we may have to just go to someone else.

****Motion was made and SECOND That the NCACAA Officers choose an accounting firm to represent NCACAA to handle filing, beginning with the 2004 return. Called for discussion and vote. MOTION PASSED.****

Barry brought up another Tax issue -

Every Districts are reporting interest earned back to the State Association filing number. Accountant has told Barry that it makes it difficult to file when showing so many accounts on 1 tax number, and actually there are 2 tax numbers. Her recommendation was that each District get their own tax number. Over \$25000 don't have to worry about it but not sure of cost involved to do it. Barry suggest that we wait until this other tax stuff is worked out and what the new accountant says.

Our Tax number (All accounts are with State Credit Union) that we file under is 581718417. Only 5 accounts file to that number. The other number is where every body else is reporting 561178677, this is the one with all the accounts on it. The last # is the number we use filing taxes. This looks like it is from North Central District. Barry is going to contact each District Treasurer to find out the account numbers and get this straightened out, and at least find out who accounts belong to.(Share, Money Market & Checking)

Softball Rules - Lenny Rogers

Rule Change - Scratch rule 16, going to follow ASA substitution rules.

**** Motion was made and SECOND that Every District is to appoint someone to work on Softball Tournament. Called for discussion and vote. MOTION PASSED.****

Other Reports

NW District is meeting at Victory Junction Gang Camp and Barry invited any one that would like to come.

No other Reports given.

Next Meeting Scheduled - Friday, January 7 at the Wake County Office if available. If location changes you will be notified.

Meeting was adjourned

Respectfully Submitted

Ben Chase

NCACAA Secretary

Addendum To October 1,2004 Board Meeting

On 12/10/2004 President Mark Tucker sent the following message out to NCACAA Board Members.

We have a Board issue that needs the Board to vote on before the January 7th Board meeting.

Each year there are two National Leadership meetings that our officers attend to represent NCACAA.

The President and Pres-Elect attend the Southern Region Officers Meetings (this year in Nashville, TN in February).

The President-Elect and Vice President attend the Public Issues Leadership Development Conference (PILD) - Washington, DC in April.

Expenses for these meetings are paid by the Association. This year registration for the Southern Region meeting is due in December.

Please respond with your comments or motion (and second) on authorizing our treasurer to again pay expenses for attending these meetings? After a motion and second is made we will vote for 1 week or less if everyone responds.

Barry Foushee made a motion (12/10/2004 @ 9:36PM) that we pay the registration for the President and Pres-Elect to attend the Southern Region Officers Meeting in Nashville, TN.

This motion was seconded by Marjorie Rayburn

The following Board members voted:

Yes- Mike Carroll, Ben Chase, Lenny Rogers, Ray Harris, Brian Beer, Allan Thornton, Arthur Whitehead, Jeff Copeland, Tyrone Fisher, Kelly Groves, Chris Talley, Diane Ducharme, Joanna Radford,

12/13/2004 03:39 PM - President Tucker brought the vote to a close with a unanimous vote.

Addendum Respectfully Submitted By

Ben Chase, NCACAA Secretary