

NCCCLA Business Meeting Minutes

Friday, March 9, 2018

Randolph Community College

President Sally Goodman called the meeting to order at 2:05PM

Approval of Minutes

David Wright of Surry CC made a motion to approve to approve the minutes from the previous business meeting. Deb Foster seconded.

President's report

This year we have established a credit card through BB&T and had to establish a physical address. Helen Colevins agreed to use the system office address. We also had to file an article of amendment to change the name as this wasn't done in 2014. We had to go through that process first before obtaining the credit card.

We have purchased Zoom software for the executive board meetings and this is open to the districts, as well. There is no time limit or limit on number of participants because we purchased the extended version.

The board approved \$25,000 to be transferred from money market account #2 (SECU) to the NC Community Foundation. This investment will allow our money to grow at double or more the current rate for the Scottie Cox scholarship. This year's Scottie Cox scholarship came from the money market account due to deadlines, but next year's will come from the foundation.

We were able to have one WebEx webinar, presented by Garrison Libby from Tidewater CC. We will continue to post videos and other professional development opportunities to our website for those unable to attend PD at the conferences. Jackie Kilberg has been at the forefront of this and filmed a session here at the conference to be posted.

We revised the CCCLA representative duties and reestablished the position. Yesterday, all six districts elected CCCLA representatives who will serve two-year terms for continuity purposes.

We will be finishing the process of obtaining a 501(c)(3) status. Sally is going to partner with Cheryl to ensure this gets completed as it is taking longer than originally anticipated.

Sally thanked Retha Hall for her time dedicated to nominating procedures to make them more efficient and stated she hopes to see an increase in nominations in the future.

Sally thanked Jackie Kilberg for her dedication to communications and keeping our newsletter going as it is valued despite the statistics.

Sally spoke on the website, stating Angela Davis has done an amazing job improving the website. Sally thanked Angela for her hard work this year and mentioned we will most likely keep the Facebook page going as it is important to us.

Sally gave a shout out to Britney Shawley for fulfilling two executive board roles (District 1 Director and Secretary) while Secretary Jennifer Seagraves was on maternity leave.

Sally stated Carmen Ellis has done an amazing job keeping up with membership in Member Planet. She has spent this year compiling a list of contacts partnered with Helen Colevins.

Sally thanked Helen Colevins for everything she does for NCCCLA.

Sally thanked Libby Stone for ensuring we are on point with procedures and accomplish all we do correctly and professionally.

Lastly, Sally thanked Cheryl Ann for an amazing conference, stating Cheryl hasn't missed a beat or a detail and we have all benefitted from all the hours put in to make this happen.

Sally concluded by stating that it's the conference that brings us together, but it's the laughs and the networking that makes us who we are, since we have each other.

Treasurer's Report:

Sally called Deb Foster to give her last Treasurer's report after serving 15 years. Sally thanked her for her commitment to seeing through over \$50,000 for scholarships. Deb has offered to go to Surry to meet with Maria to take care of the bank accounts, credit cards, etc.

Account balances as of March 7, 2018

Interest Checking: had a beginning balance of 7,632.58 with no debits and credits of \$25,240.00 for an ending balance of \$45,182.71.

Money market 1: Had no debits or credits and an ending balance \$6,026.00. This account is the back up for our checking account, we can move money from this to interest checking to pay our bills.

Money market 2: Had a beginning balance of \$62,189.19 and we took out \$25,000.00 as of today, leaving us with an ending balance of \$36,234.47.

Monies from the scholarship raffles will be deposited back into Money Market 2 to start building that fund back up.

Shares: We had a beginning balance of 25.80 and ended with 25.82 since we only earn 2 cents a month. This will be pulled down to 25.00 and the .82 will go to money market 2.

BB&T: we were able to start an account with them and have 1 debit card and 3 credit cards for the President, Vice President, and Treasurer to use those cards to purchase items in getting ready for conferences.

There is currently 2,006.33 in the BB&T checking and we only have a \$500 credit line between all balances. As soon as something posts, it is paid so the credit line is always stays at \$500.

Exception: there was a charge from PDV Global CIB in Mexico. This was just over \$100. This proved to be fraud and was presented to the fraud office of BB&T and we now have our money back. We closed the debit card so no one else could use it and we got a temporary one and changed the pin. When Deb got the new real debit card and went in on Tuesday night, March 6, to activate it, would not accept the pin. She called BB&T back and it wouldn't accept a new pin on their end, either. Wednesday morning, March 7, she went back to the bank across from her campus and they issued us a new pin which she hasn't tried but will leave for Maria.

Deb Foster respectfully submits her final report.

Motion to approve: Charles Wiggins Isothermal CC made the motion to approve the report, which was seconded by Jerriane Queen from Cleveland CC.

Deb Foster asked to speak, stating she appreciates everyone's help over the past 15 years and she was glad Maria wanted to run against her. She told Sally when she (Sally) was VP that it was time for her to step down, Sally asked her to stay through her presidency and Deb did. Deb offers her help to anyone; NCCCLA went 15 years with clean audits due to processes in place.

New officers were introduced: Cheryl Ann Coyle, President, Britney Shawley, incoming Vice-President/President-Elect, Jennifer Seagraves (not present), returning Secretary, and Maria Luisa Saldarriaga Osorio, incoming Treasurer.

Meeting adjourned at 2:28PM.

Respectfully submitted,

Britney Shawley, District 1 Director, Incoming Vice President/President-Elect