



North Carolina Association for Developmental Education

Executive Board and Officers

Jennifer Leigh, President
Ashley Parrott, President-Elect
Wes Anthony, Past President, Professional Liaison
Torrey Burden, Secretary
LaKisha Cherry, Secretary-Elect
LaRonda Lowery, Treasurer
Cherise Millsaps, Conference Site Coordinator

Jennifer, NCADE President
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2016-2017

Tammy Bishop, Awards Chair
Laura Kalbaugh, Membership Chair
Kris DeAngelis, Webmaster
Lucretia White, Eastern Regional Chair
Gabriella McCutchen, Central Regional Co-Chairs
Krysten Buchanan, Western Regional Chair
Joanne Matz & Jami McSwain, Conference Registrars

EXECUTIVE BOARD MEETING MINUTES

Monday, June 5, 2017

Wake Technical Community College – Northern Wake Campus
6600 Louisburg Road, Building F, Room 215, Raleigh, NC

10:30 a.m. – 2:30 p.m.

Members Present: Jennifer Leigh, President; Wes Anthony, Past President; LaKisha Cherry, Secretary-Elect; Ashley Parrot, President- Elect; LaRonda Lowery, Treasurer; Lucretia White, Eastern Regional Chair; Gabriella McCutchen, Central Regional Co-Chairs; Torrey Burden, Secretary and Tammy Bishop, Awards Chair

I. **CALL TO ORDER**

President Jennifer Leigh called the meeting to order at 10:30am.

II. **APPROVAL OF MINUTES**

Wes Anthony motioned to approve the minutes from the February 10th meeting and Gabby McCutchen seconded them, so the minutes were approved.

III. **REPORTS**

- Treasurer Report: Currently there is \$10,837.34 in the NCADE checking account and it is currently \$24,307.48 in savings.
- Awards: Tammy Bishop notified there were 2 nominations for the Kellogg scholarships from NCADE. The two applications were for Dustin Sharp and Tammy White.
 - i. Jennifer motioned to award both applicants with the scholarship and Wes 2nd that motion.
 - ii. Tammy also notified the board that Lucretia was nominated for the Hilda P. Barrow award. Jennifer motioned for her to receive the award and LaKisha 2nd

- ii. Gabby also suggested that the board focus on getting the NCADE website ADA compliant but adding additional pictures and headings in addition to using webaim.org.

IV. **OLD BUSINESS**

- All officers will email all board duties in detail to Jennifer by July 15th to update the NCADE manual.

V. **NEW BUSINESS**

➤ Re-designing Regions

- In an effort to increase participation within the regions it was proposed that NCADE be split into 2 regions instead of 3.
- Gabby suggested that if we do split into 2 regions then each region could need a chair and co-chair on site for regional purposes.
- However, Tammy suggested that we leave the regions the same but have 2 regional conferences. The West will remain as it is and the East and Central will combine. Jennifer motioned to accept this suggestion into the by-laws and Torrey 2nd the motion.

➤ Open Positions

- Joanna Bullock (AB Tech) has expressed interest in becoming the Western Chair for this coming year and Maria Sarah (Wayne CC) in the Eastern region.
- Jennifer motioned to elect Dustin Sharp as President- Elect for the coming year. Gabby 2nd the motion.
- Jami McSwain has resigned from Conference Registrar for this coming year. However, after the board reviewed the duties of the conference registrar Jennifer motioned the position be eliminated. LaKisha 2nd the motion. The Secretary-Elect will executed the associated duties and if the position is vacant will be assigned to the Secretary.

➤ Fall Conference (October 5th & 6th)

- The theme for this year's conference will be "Embracing the Challenges of Living in a World of Constant Change."
- Robin Oz will be the keynote speaker and the Guest Speaker will be Patty Levin Brown. As of today grants have been take care of and both women have been paid.
- Currently the conference fee for vendors will be \$150.00, \$95 for members, and \$105 for non-members. This fee will include breakfast and lunch. However, Jennifer motioned to increase the fee to \$100 for members and \$125 for non-members. Wes 2nd that motion.
- The next Fall Conference will be October 3rd and 4th, 2019.

VI. **NEXT MEETING**

- The next meeting will be Wednesday, October 4th at 6:30pm during Fall Conference.
- Location: TBA

VII. **ADJOURNMENT**

- **Motion:** Jennifer motioned for dismissal; properly seconded by Torrey, the meeting was adjourned at 2:30 p.m. at Red Bowl Asian Bistro after lunch.

Respectfully Submitted,

LaKisha D. Cherry, Secretary- Elect