

North Carolina Probation and Parole Association
Formal Business Meeting Minutes
NCPA 25th Annual Training Institute, Wilmington, NC
September 29, 2023

Call to order: Vice President Tiffany Vaughan called the meeting to order. Membership at large was present for formal business meeting, meeting called to order at 908am.

Secretary's report: Robyn Wolfe presented secretary's report in detail from Executive Board Meeting held via Microsoft teams on August 4, 2023. Kaliah Hooper-Cotten motion to accept and Maggie Brewer made second. All in favor, meeting minutes accepted.

Treasurers report: Latashia Williams presented the Treasurers report.

August accounts are as follows:

General Checking Account beginning balance was \$9,190.80 and the ending balance was \$12,171.58.

General Share Account beginning balance was \$37.39 and ending balance was the same

Scholarship Fund Share Account beginning balance was \$130.62 and ending balance was \$130.63.

Disaster Relief Account beginning balance was \$301.43 and ending balance was \$301.45

Merchant Checking Account with BB&T beginning balance was \$5979.77 and ending balance was \$7018.52

Merchant Savings Account with BB&T beginning balance was \$1050.13 and ending balance was \$1050.14.

Motion to accept made by Brittany Carkner and second by Robyn Wolfe, all in favor and accepted.

Membership report: Latashia Williams presented membership report. Total Membership 231

Division I 68

Division II 66

Division III 55

Division IV 42

Latashia Williams encouraged attendees who received a scholarship to join as members.

Parliamentarian Report:

The Parliamentarian report was presented by Emily Jones. She reported that the by-law committee has been discussing the constitution with hopes that there will be updates, additions, and some deletions. Once these are completed and the amendments are consistent and accurate will be presented to the membership in a cohesive and professional manner. An email will be sent out to the membership to vote. Emily Jones encouraged everyone to go to the NCPA.Co website to review.

Division Reports and Awards:

Division I: Tracey Nelms, Division I Chair presented the report. She stated that Division I just completed their raffle for the OBX weekend and congratulated Mr. Charles Sayer for winning their second OBX raffle and announced that there will be another raffle opportunity in the Spring. The next meeting will be held October the 27th via teams discussing the Holiday drive for the Ronald McDonald house which is set to kickoff in November. Division I will also be hosting the TI in 2024 and they will begin discussing that as well. The Division I award was presented by Tracey Nelms to Latashia Williams.

Division II: Brittany Carkner, Division II Chair presented the report. Current updates in Division II, were that they participated in Probation/Parole Week in July, providing small gifts/cups to the members. A poll was sent to members to select a community outreach for the holidays. Members have decided to feed the homeless over the holidays. Tyler has reached out to a program in Fayetteville, and we will participate in Operation Inasmuch. Co-Chair Kalia Hooper-Cotton along with Chair Brittany Carkner will be planning on second Winter Wonderland meeting to encourage membership. The Division II award was then presented by Chair Brittany Carkner to Amber Dorich.

Division III: Aimee White, Division III Chair presented report. The next meeting will be October 18th at 11am which will be a hybrid meeting both via teams and in person. The focus of Division III has been the T.I. Aimee White presented two awards, to Kristin Black and Debra Lemke.

Division IV: Tiffany Nelson-Beaver, Division IV Chair presented the report. Next meeting on October 19th in Rutherford County at 1030 am. They will be discussing Spring Workshop and Christmas Project as well as potential Golf Tournament. The Division IV award was then presented by Chair Tiffany Nelson-Beaver to Allison Luckado.

Executive Board Vice President Tiffany Vaughan, then presented the President's Award on behalf of Executive Board President Emily Patton. Vice President Tiffany Vaughan presented a

slide show, showcasing the contributions made by this member over the last year and the award was presented to Brittany Carkner.

This concluded the formal business meeting which Kristin Black made motion to close and second by Aimee White, all in favor and meeting adjourned at 934am.