



**BYLAWS OF THE CAROLINAS ASSOCIATION OF GOVERNMENTAL PURCHASING**

**(As Amended through June 2008)**

## **The Carolinas Association of Governmental Purchasing**

### **History**

In 1952 the Carolina members of the National Institute of Governmental Purchasing, Inc. saw the need for an organization in the Carolinas that would devote itself to improvement of purchasing techniques by public purchasing officials. At that time the National Institute of Governmental Purchasing, with its headquarters in Washington, D.C., encouraged its members to organize chapters to operate under its existing rules and regulations. An organizational meeting was held April 24, 1953. After the organizational meeting, officers were elected, bylaws were adopted and they operated as a chapter of the National Institute of Governmental Purchasing. In 1959, The Carolinas Association of Governmental Purchasing withdrew from NIGP and has from that date been affiliated with and operated from the Institute of Government, University of North Carolina at Chapel Hill. In 2003, the CAGP, realizing a need to offer additional training for its members, reinstated its chapter affiliation with NIGP. The CAGP now operates as Chapter #86 of the NIGP while continuing to be affiliated with and headquartered at the School of Government at UNC-CH. The CAGP started with 20 charter members in 1953; membership around 250 in the late 1980's and entered the millennium with 400 members.

### **Membership**

The membership of this organization shall be limited to persons who are employed by a state, state agency, county, city, town or other governmental agency or subdivision and whose duties consist in or in part of purchasing materials, supplies, apparatus, equipment or contractual services. Members must be employed in either North or South Carolina. Annual membership dues are \$50.00.

### **Purpose**

- To study, discuss and recommend improvements in governmental purchasing.
- To exchange ideas and experiences and obtain expert advice on local and state purchasing problems.
- To collect and distribute to governmental purchasing officials information on the organization and administration of governmental buying.
- To develop and promote simplified standards and specifications for governmental buying. To promote uniform purchasing laws and procedures.
- To work for the improvement of laws relating to governmental purchasing.
- To give the taxpayer's information on governmental buyers and those they serve.

### **Meetings**

Regular meetings are held semi-annually at a place and time selected by the executive committee. Special meetings shall be called at the discretion of the president or upon request of 10% of the membership.

### **Professional Development**

You may earn credits toward certification through your participation in the Carolinas Association of Governmental Purchasing such as serving on various committees, serving as an officer in the association, attending the semi-annual meetings, or by taking further studies in the fields of procurement, marketing, materials management, etc. Further information on this can be secured from the professional development committee or any of the officers of the association.

# **BYLAWS OF THE CAROLINAS ASSOCIATION OF GOVERNMENTAL PURCHASING**

(As Amended through June 2008)

## **ARTICLE I - NAME**

### **Section I.**

The Body promulgating these Bylaws shall be known as the Carolinas Association of Governmental Purchasing.

## **ARTICLE II - PURPOSE**

### **Section I.**

The purpose of this organization is:

- (a) To study, discuss and recommend improvements in governmental purchasing.
- (b) To exchange ideas and experiences and obtain expert advice on local and state purchasing problems.
- (c) To collect and distribute to governmental purchasing officials information on the organization and administration of governmental buying.
- (d) To develop and promote simplified standards and specifications for governmental buying.
- (e) To promote uniform purchasing laws and procedures.
- (f) To work for the improvements of laws relating to governmental purchasing.
- (g) To give to taxpayers information on governmental buying problems in order to foster interest in public affairs and cooperation between governmental buyers and those they serve.
- (h) To encourage and promote professional development by sponsoring educational programs and other professional development activities.

## **ARTICLE III - OFFICERS**

### **Section I.**

Elective officers of the Association shall be elected by ballot (written or verbal) for a term of one year at the Association's first regular meeting each calendar year. The regular terms of office shall commence at the adjournment of the meeting at which the officers are elected. Appointive officers shall be appointed by the Board and serve at the pleasure of its Board.

### **Section II.**

Elective officers shall be a President, Vice President and a Secretary who must be members in good standing. Elective officers may be reelected for one term only. The Treasurer, Membership Chairman, and Registration Chairman, Vendor Relations and Site Selection Advisor are appointive officers who serve at the pleasure of the Board of Directors with reappointment every four years, retroactive to the date they first became appointed.

### **Section III.**

The President shall preside at all meetings when present. The Vice-President shall preside at all meetings when the President is absent and at any other meeting on direction of the President.

#### **Section IV.**

The Secretary shall conduct the correspondence of the Association, and notify all officers of their election and committees of their appointment. In addition, the Secretary shall keep concise minutes of each meeting, presenting the same for approval at the Association's next regular meeting.

#### **Section V.**

The Treasurer shall receive all money due the Association for safekeeping, pay all bills after they have been approved by the President or by the Vice-President, and keep an itemized account of all receipts and disbursements. The Treasurer shall present a report at each regular meeting of the transactions since the last regular meeting.

#### **Section VI.**

If a vacancy occurs in the office of President, the Vice-President shall become President. All other vacancies shall be filled by election at the first regular meeting following the occurrence of the vacancy: provided, however, that the Board of Directors may, in its discretion, appoint a member to perform the duties of the vacant office until such next regular meeting. The Membership Chairperson shall carry out the duties as described in Article V & VI.

#### **Section VII.**

The Registration Chairperson shall be in charge of all registration for semiannual meetings and collection of all fees for attendees. The Registration Chairperson shall be a permanent member of the conference committees and insure that the registration area is staffed by conference committee members at appropriate times. The Registration Chairperson shall present a report at each regular meeting of the number of attendees and turn over all funds collected to the Treasurer in an appropriate manner.

### **ARTICLE IV - BOARD OF DIRECTORS**

#### **Section I.**

The Board of Directors shall consist of the President, Vice President, Secretary, Treasurer, the retiring President, three members elected at large, the Membership Chairperson, Site Selection/Vendor Relations Chairperson, and the Webmaster. The three members elected at large shall serve three year staggered terms. In order to establish the staggered terms for the at large members, those elected in 1990, when this provision is first effective, shall be elected separately to terms of one (1), two (2) and three (3) years. Thereafter, the election each year of a single at large board member shall be for the term of three (3) years.

North and South Carolina members should be represented on the Board provided general membership in both states warrants representation. Should the President be reelected for a second term, membership on the Board shall consist of the four present officers, the three members elected at large, the Membership Chairperson, Site Selection/Vendor Relations Chairperson, and Registration Chairperson.

## **ARTICLE V - MEMBERSHIP**

### **Section I.**

Individual memberships in this organization are limited to persons who are employed by a state, state agency, county, city, town or other governmental agency or subdivision in North Carolina or South Carolina and whose duties consist in whole or in part of purchasing materials, supplies, apparatus, equipment or contractual services.

### **Section II.**

Applications for membership shall be submitted by the applicants themselves and shall be addressed to the Membership Chairperson. Upon receipt thereof, the latter shall determine that the applicant meets the requirements for membership set forth in Section 1 of this article. If the applicant does meet the requirements, the Membership Chairperson shall enroll the applicant as a member of the organization in good standing.

### **Section III.**

Upon the recommendation and approval of the Association, any person may be elected into honorary or life membership. Persons who are active members upon retirement may, upon application, be continued as members of the Association. Life membership shall allow the member to attend all association functions with the association responsible for registration costs.

## **ARTICLE VI - DUES**

### **Section I.**

The annual dues for an individual are \$50.00. A new member enrolled between November 1st and April 30th pays initial dues of \$50.00. A new member enrolled between May 1st and October 31st pays initial dues of \$25.00.

The membership year is the calendar year. Dues are payable in advance on the first day of January of each year. The Membership Chairperson shall send out statements of dues to each individual member on November 1st of each year, or, in the case of a new member, immediately following the member's enrollment.

### **Section II.**

A member will be considered delinquent on December 15th if dues have not been paid for the current year and will be notified by the Membership Chairperson of the delinquency. If dues are not paid by February 1st, the member shall forfeit all rights to membership and shall be removed from the list of members maintained by the Membership Chairperson. This includes not being in the membership directory and membership to our website.

## **ARTICLE VII - MEETINGS**

### **Section I.**

Regular meetings shall be held semiannually at a place and time selected by the Board of Directors. Special meetings shall be called at the discretion of the President or upon request of 10 percent of the membership. The Secretary shall notify all members of the time and place of regular and special meetings at least three

weeks in advance thereof.

## **ARTICLE VIII - QUORUM**

### **Section I.**

One-third of the membership of the Association shall constitute a quorum at any meeting, but at no time shall the lack of a quorum at a meeting prevent those from proceeding with the program of the day. A quorum shall be present for the purpose of electing officers.

## **ARTICLE IX - COMMITTEES**

### **Section I.**

Committees shall be appointed at the discretion of the President who shall be an ex-officio member of each committee without the right to vote.

## **ARTICLE X - AMENDMENTS**

### **Section I.**

These Bylaws may be amended at any meeting if the substance of the proposed amendment has been recommended by notice to the membership from the Board of Directors at least 30 days before the meeting and at any meeting without previous recommendation or notice if a quorum is present.

## **ARTICLE XI - AFFILIATION**

### **Section I.**

The Carolinas Association of Governmental Purchasing is an affiliate organization with level one (1) service of the North Carolina League of Municipalities headquartered in Raleigh, North Carolina.

### **Section II.**

The Carolinas Association of Governmental Purchasing is a chapter of the National Institute of Governmental Purchasing (NIGP). The CAGP is Chapter Number Eighty-six (86).

**CAROLINAS ASSOCIATION OF GOVERNMENTAL PURCHASING**  
**ADMINISTRATIVE PROCEDURES**

**PRESIDENT**

- (1) Calls meeting of the officers, board members and committee chairpersons as an executive committee for the purpose of conducting the business of the Association. Only Officers, Board Members and Board of Directors Appointees have voting rights on official chapter business and that Board of Directors Appointments will be for a four year period retroactive to the date they first became appointed. The President may limit meetings to officers and board members (Board of Directors meeting).
- (2) Notifies all executive committee members in advance of the date and time of the executive committee meetings and the items to be discussed.
- (3) Presides at all meetings when present.
- (4) Appoints committee chairpersons as needed. Current committees are:

President Appointments

Legislative

Newsletter

Professional Development

Bylaws

Future Directions & Evaluation

Summer Conference

Spring Conference

CAGP Historian

South Carolina Liaison

Purchasing Practices

Board of Dir. Appointments

Treasurer

Membership Chairperson

Site Selection Advisor/Vendor Relations

Registration Chairperson

Webmaster

Past President

Chair Nominating Committee

- (5) Reviews and updates these Administrative Procedures at the end of his/her term of office.
- (6) Provides copies of the Administrative Procedures to the officers and committee chairpersons at the beginning of his/her term as President.
- (7) Serves as ex-officio of both the summer and spring conference during his/her tenure.
- (8) Represents the association at all meetings of N.C. League of Municipalities, NIGP, NPI, and other organizations as approved by the Board of Directors.
- (9) Has voting right on Board of Directors meetings.

## **VICE PRESIDENT**

- (1) Presides at all meetings when the President is absent.
- (2) Prepares himself/herself to assume the presidency of the Association the following year.
- (3) Assists and lends guidance to any of the Association's committees as necessary.
- (4) Represents the association at any function the President is unable to attend as approved by the Board of Directors.
- (5) Has voting rights at Board of Directors meetings.
- (6) Serves on conference committees to insure that courses offered are of interest to all the Membership.
- (7) Performs an annual audit of CAGP financial records at the close of the calendar year and Reports his/her findings by letter to the Board of Directors at the Spring Conference.

## **SECRETARY**

- (1) Keeps minutes of all executive committee and general business meetings and presents same for approval at the next meeting.
- (2) Conducts the official correspondence of the Association and keeps records of same.
- (3) Prepares and distributes the minutes of each executive committee and general business meeting to members of the executive committee as soon as possible after each meeting.
- (4) Makes minutes of the prior general business and any Board of Directors meetings available to all members at the registration desk prior to the beginning of each conference. Distributes additional copies at the general business meeting.
- (5) Insure that the permanent minutes maintained by the Association includes a roster of all conference attendees, a financial report as presented by the Treasurer, and any other written reports presented to the Board of Directors or general membership.
- (6) Responsible for the minutes at the Spring Conference, both Board of Directors and General Membership meetings, in the year they relinquish their duties.
- (7) Has voting rights at Board of Directors meetings.
- (8) Orders flowers for members who have a death in the immediate family. This includes Spouse, Mother, Father, Child, Stepchildren.



## **TREASURER**

- (1) Receives all money due the Association for safekeeping; deposits same as soon as possible after receipt in an account of the Association; dates all bank deposits and maintains receipt of all deposits.
- (2) Pays all bills promptly after they have been approved by the President, Vice President or committee chairperson. No disbursements shall be made except by check. All disbursements shall be made only after receipt of an approved voucher, invoice, receipt or billing.
- (3) Keeps an itemized account of all receipts and disbursements.
- (4) Presents a written financial report at each executive committee and general business meeting listing the principal transactions since the last meeting and all current funds on deposit.
- (5) Invests the funds of the Association in order to maximize earnings while maintaining adequate operating capital, after approval of the Board of Directors.
- (6) Promptly reconciles all bank statements upon receipt.
- (7) Retains financial records including bankbook, invoices, cancelled checks and other pertinent reports for a minimum of five years.
- (8) Insures that all association business is conducted within the current IRS guidelines.
- (9) Insures that all association checking and savings accounts have the proper documentation to allow another Board of Directors member to access funds in event of illness or death.
- (10) Has voting rights on all Board of Directors meetings.
- (11) Insures that the 990 Tax Form – Return of Organization Exempt From Income Tax is filed yearly.

## **MEMBERSHIP CHAIRPERSON**

- (1) Chapter membership fees become due on January 1 of each year. The membership chairperson invoices members in November of each year for the following calendar year dues and is authorized to collect said dues and acknowledge membership on behalf of the Association.
- (2) Submits to the Treasurer all membership dues collected at the end of the month and at any other time when total funds received are sufficient to warrant deposit in the Association's account, along with a list of members from whom the dues were received.
- (3) Publishes and distributes to members a membership directory at the Spring Conference each year.
- (4) Responsible for updating Institute of Government's mailing list of Association members throughout the year.
- (5) Holds a new members or first timers orientation session at each conference.

- (6) Solicits new members.
- (7) Furnishes CAGP Membership Certificates and cards to each new member.
- (8) Has voting rights at all Board of Directors meetings.

#### **REGISTRAR**

- (1) Receives registration forms from members for Spring and Summer Conferences.
- (2) Receives all registration monies (registration fees, guest meals, t-shirts, etc.) noting records of each receipt and forwarding a copy of records and all monies to the association treasurer.
- (3) Keep a detailed record of all attendees of Spring and Summer Conferences. This includes a separate list of first timers and new members.
- (4) Keep detailed records of the number of people attending each conference, count for each meal, and each specific function.
- (5) Keep detailed records of each member's professional certification title and denotes it wherever applicable.
- (6) Set up and man registration desk at Spring and Summer Conferences which includes having name badges with pertinent information, any handouts, packages, greet attendees, greet vendors, and is available for any questions or assistance, etc.
- (7) Keep detail records of each person in attendance at each conference by name, address and position for certification points and forward to the Institute of Government.
- (8) Has voting rights on all Board of Directors meetings.

#### **WEBMASTER**

- (1) The Webmaster shall be responsible for keeping and maintaining the website of the Association;
- (2) Posting of meeting notices and such other communications on the CAGP website as provided for in the By-Laws; and, for the performance of such other duties as are appropriate to the office or are prescribed by the Executive Board.
- (3) The Webmaster is not an elected Board position.
- (4) The Webmaster remains in the position until vacated by the person or deemed necessary by the Executive Board.

## **SPRING CONFERENCE**

- (1) Develops program topics for conference; secures speakers, entertainment and selects menu for all group meals. Presents program outline and proposed registration costs to Board of Directors for approval prior to distribution of announcements.
- (2) Sends out program topics and pre-registration information a minimum of two months prior to the conference to the Institute of Government for distribution on their mailing list.
- (3) Both before and after the conference, submits articles about the conference to the Association's newsletter editor.
- (4) Co-responsible with the Site Selection Chairperson to insure the conference is held in an adequate facility.
- (5) Attends all Board of Directors meetings when requested.
- (6) Appoints CAGP members to his/her conference to assist in the conference program. Each committee should comprise of at least one (1) member from each segment of our membership, i.e., City, County, Schools, Utilities, Medical Centers, etc. Current needs are committee chairpersons for speakers, entertainment, registration, roundtables and leisure activities.

## **SUMMER CONFERENCE**

- (1) Investigates possible sites for the Summer Conference with Site Selection Advisor, including cost, availability of meeting rooms, etc.
- (2) Appoints CAGP members to his/her conference to assist in the conference program. Each conference should comprise of at least one (1) member from each segment of our membership, i.e., City, County, Schools, Utilities, Medical Centers, etc. Current needs are committee chairpersons for speakers, entertainment, registration, roundtables, and leisure activities.
- (3) Develops program topics for conference; secures speakers, entertainment and selects the menu for all group meals.
- (4) Sends out program topics and pre-registration information a minimum of two months prior to the conference to the Institute of Government for their mailing of conference registration forms. Presents program outline and proposed conference registration costs to Board of Directors for approval prior to submission to IOG.
- (5) Both before and after the conference, submits articles about the conference to the Association's newsletter editor.
- (6) Insures that purchasing officials who are CAGP members in the City the summer conference is held are asked to be a part of his/her summer conference committee.
- (7) Attends all Board of Directors meetings when requested.

### **NOMINATING COMMITTEE**

- (1) Selects full slate of nominees and receive their approval to have their name placed in nomination; presents nominees to general membership, conducts nomination process.
- (2) Publishes the names of nominees in the Association's newsletter prior to the Spring Conference.
- (3) Accepts nominations from the general membership.
- (4) Submits an article on outcome of the election to the Association's newsletter editor for inclusion in the next edition of the newsletter.
- (5) Currently, courtesy is, the past president chairs the nominating committee, and appoints members to assist in presenting a slate of officers and board members as needed.
- (6) Solicits a responsible association leader or guest to administer the oath of office to each officer and board member at the Spring Conference.

### **NEWSLETTER COMMITTEE**

- (1) Publishes and distributes a quarterly newsletter for the Association.

### **LEGISLATIVE COMMITTEE**

- (1) Reports to the membership on all bills introduced and/or passed by the Legislature having to do with or affecting purchasing. Lobbies the legislature and N.C. League of Municipalities on pending legislation that affects Purchasing. Corresponds with legislature and N.C. League on the CAGP's position on pending legislation after approval and direction from the Board of Directors.

### **PROFESSIONAL DEVELOPMENT**

- (1) Plans and develops purchasing schools and educational programs in conjunction with the Institute of Government, NIGP, and ISM.
- (2) Both before and after the schools, submits articles on the schools to the Association's newsletter editor.
- (3) Represents the CAGP in professional development areas on a local and national level as approved by the Board of Directors.

### **BYLAWS**

- (1) Recommends changes in the Association's Bylaws to the Board of Directors.

- (2) Presents approved recommended Bylaw changes to the general membership, and conducts the voting process.
- (3) Retypes Bylaws after all approved changes and maintains association files on bylaws. Transfer Association bylaws to next committee chairperson after leaving office.

#### **FUTURE DIRECTIONS & EVALUATIONS**

- (1) Develops evaluation forms for each conference and schools.
- (2) Solicits evaluations from conference and school attendants on each session and the overall conference or school.
- (3) Prepares report summarizing evaluations received at the close of each conference and mails to each board member and the next spring and summer conference chairperson within two (2) weeks of the close of the reporting conference. This insures that any problems with conference(s) are addressed as soon as possible.

#### **VENDOR RELATIONS/SITE SELECTION ADVISOR (SSA)**

- (1) This position is appointed by the Board of Directors and serves at the pleasure of the Board. This position has voting rights on all CAGP business.
- (2) Periodically surveys the membership to determine its choice of locations for the March School and the Summer Conference. He/she reviews the survey responses and reports the results to the Board of Directors.

After Board notification and approval, begins to work to solicit proposals from hotel properties in the chosen areas based on the Associations needs and desires.

- (3) As necessary, the Vendor Relations/Site Selection Chairperson arranges to make a site visit to various properties in the chosen locations to determine the hotel's suitability to the Association's needs. The Vendor Relations/Site Selection Chairperson makes an evaluation and written recommendation to the CAGP Board of Directors.
- (4) Upon reaching a decision on the specific property, the decision is then passed on to the general membership, either at the next general meeting or by newsletter.
- (5) Solicits vendors to exhibit at Summer Conferences. Is a permanent member of all Summer Conferences as Vendor Relations chairperson. Establishes conference exhibit rates.

#### **CAGP HISTORIAN**

- (1) Maintains records of CAGP conference locations, conference sites, conference chairperson, and announcements and brochures of each conference.
- (2) Serves as a backup or assistant for the CAGP Secretary in the event the Secretary cannot attend

meetings. Keep a second record of all CAGP correspondence, meetings minutes, Treasurer's reports, and any other written report to members or Board of Directors.

- (3) Maintains records of permanent addresses of all CAGP lifetime and honorary members send announcements and official CAGP correspondence to the lifetime and honorary members.
- (4) Transfers records to his/her replacement after the Spring Conference when he/she leaves office.
- (5) Responsible for inviting recent retirees to Spring Conference to be presented with retirement gift. Responsible for providing the retirement gift.

## **Certified Local Government Purchasing Officer (CLGPO)**

The Carolinas Association of Governmental Purchasing offers a voluntary certification program for government purchasing officers. Its purposes are to:

- Provide greater service to taxpayers through more efficient purchasing.
- Recognize achievement of an established level of competency and proficiency among purchasing officials.
- Provide continuing professional development of purchasing officials and enhance their Professional image.

### **Application Forms**

Applications for certification, re-certification, or lifetime certification may be obtained from the chair of the CAGP Certification Committee, or the School of Government. Applications must be submitted to the CAGP Certification Committee, c/o Frayda Bluestein, School of Government, CB #3330, UNC Chapel Hill, Chapel Hill, North Carolina 27599-3330. Applications are due by November 30<sup>th</sup> of each year.

### **Requirements for Certification**

- Membership in the Carolinas Association of Governmental Purchasing (CAGP).
- Experience as a buyer for a minimum of three years within the eight-year period before the date of application for certification. A statement from the applicant's employer(s) affirming that the applicant performed the duties of a buyer, regardless of job title, and verifying the dates of employment as a buyer, must accompany the application. For purposes of this requirement, duties of a buyer consist of performing technical work in the procurement of a variety of supplies, materials, apparatus, equipment, and services. Examples of work involved in the duties of a buyer include: preparing specifications; analyzing purchase order requests; conferring with requisitioning personnel regarding specifications, quantity, and quality of merchandise; conducting (or assisting with) bid openings; soliciting price quotations; evaluating bids and quotations and making recommendations for award; interviewing sales representatives; examining invoices; maintaining and updating files and information on sources of supply for various commodities including catalogues and price lists; coordinating (or assisting with) public auctions; preparing and receiving bids for sale of surplus property .
- Core Courses
  - Basic Principles of Local Government Purchasing
  - Intermediate Purchasing
  - Contracting for Construction
  - A six (6) hr. minimum course in Supervision or Management Training
  - Attendance at either a Spring or Summer Conference of the CAGP

**The core courses DO NOT COUNT toward the required 22 certification points.**

Each of the core courses, with the exception of Supervision is offered one time per year at the School of Government, The University of North Carolina at Chapel Hill. A candidate may take the certification exam after completing all of the core courses. A candidate may submit an application to take the certification exam

before completing all of the core courses as long as the applicant has successfully completed all of the core courses before actually taking the exam and is a member in good standing of CAGP.

The Basic Purchasing core course requirement may be waived for applicants who have sufficient experience and qualify to enroll in Intermediate Purchasing without taking the Basic Purchasing course. This normally requires at least three (3) years experience, and is at the discretion of the Certification Committee.

### **Certification Points**

In addition to the core course requirements, the applicant must have earned at least 22 certification points in order to become certified. CAGP uses the point system administered by the Institute of Supply Management (ISM) for its Certified Purchasing Manager (C.P.M.) program and the NIGP in its CPPO and CPPB programs.

One point will be awarded for each seven hours of professional education instruction. Points will also be awarded for formal degrees and service to the association, as set forth below.

### **Formal Education**

Four certification points will be awarded for a bachelor's degree, two (2) points for an associate degree. For community college, college, or university courses, up to 5 certification points could be awarded for purchasing-related courses that are not a part of a bachelor's degree or associate degree program for which points are credited above. Applicants must submit a copy of the official institutional transcript with the application. These points will be granted at the discretion of the Certification Board depending upon the degree of relevance to purchasing, and will not necessarily be awarded on a one course, one point basis.

### **Professional Education**

Up to 21 points may be awarded for professional education courses. Courses sponsored by established professional purchasing organizations (such as CAGP, ISM, NPI, NASPO, NIGP), or by a public institution or public agency (local, state or federal) dealing with a purchasing-related subject will automatically be accepted. Finance related subjects offered by the School of Government are also accepted under Professional Education. A maximum of 3 points will be awarded for completion of the Municipal and County Administration courses sponsored by the Institute of Government.

### **Indirect Professional Education**

No more than 3 of the 22 professional education points will be awarded for courses deemed by the Certification Committee to be indirectly relevant to public purchasing. Examples include courses in customer service, management training, money and banking, business communication, computer training, and risk management. Points awarded in this category will be at the discretion of the Certification Board and will not necessarily be awarded on a one course, one point basis.

### **Service**

Points for service to the association will be awarded as follows: One point for CAGP board membership, 1 point for chairing a standing committee, 1 point per course for being an instructor for any core course. No more than 2 points per year will be awarded for service, and no more than 6 points total for service will count toward the required 22 points for certification.

### **Examination**

Applicants for certification must successfully complete an examination administered by the Institute of



Government. The examination consists of case problems involving application of proper purchasing law and practice; questions regarding present and future issues facing the purchasing profession and statutes that govern Purchasing and Contracting in NC. Three hours are allowed for completion of the examination. The examination is given by the School of Government, one time per year on the day before the first day of the Local Government Purchasing School, which is usually held in early March.

An applicant must complete all of the core courses in order to take the exam, but is not required to have accumulated all 22 certification points before taking the exam. Applications to take the exam must be submitted no later than December 1 preceding the examination. An application to take the examination will be accepted even if all of the core courses have not been completed, as long as the remaining required core courses will be completed before the applicant actually takes the examination.

A candidate who fails one or more parts of the examination may retake those parts no sooner than 90 days after the initial examination. If the candidate does not pass the part or parts on the second try, he or she must retake a core course that covers the subjects contained in the part or parts failed. After completing the appropriate core course, the candidate can retake the failed part or parts of the examination.

### **Re-certification**

Certification must be renewed every five years. To be re-certified, the candidate must earn a minimum of ten points during each five-year period. Points for re-certification are earned in the same manner as for initial certification. Applicants for re-certification should submit applications by December 1<sup>st</sup> of the year preceding certification expiration.

### **Lifetime Certification**

Individuals who have obtained certification under the CLGPO program are eligible for lifetime certification in either of the following situations:

Age fifty-five with fifteen or more years of experience in public purchasing; or

Twenty or more years of experience in public purchasing, regardless of age.

Applicants for Lifetime Certification should submit application by December 1<sup>st</sup> of the year preceding their qualification date.

## **CAROLINAS ASSOCIATION OF GOVERNMENTAL PURCHASING CERTIFIED LOCAL GOVERNMENT PURCHASING OFFICERS**

The Carolinas Association of Governmental Purchasing offers a program of voluntary certification for local government purchasing officers. Its purposes are as stated below:

1. Provides greater service to taxpayers & utility customers through more efficient purchasing methods.
2. Recognizes achievement of an established level of competency and proficiency among purchasing officials.
3. Provides continuing professional development of purchasing officials and enhances their professional image.

The certification test is given each year in conjunction with the CAGP Spring Conference. There are eligibility standards for certification to include experience, professional education, and service.

The program was started in 1986 and to date the following active members have completed the requirements and have the right to add the title CLGPO to their name. There are others that have obtained certification; however, they have since retired, or left the public sector.

<b><u>Year Certified</u></b>	<b><u>Certified Local Government Purchasing Officers</u></b>
1988	*Ross L. Bond, C.P.M., CLGPO, Town of Edenton
1990	* Billy D. Ray, CLGPO, City of Burlington
1991	*R. Craig Hampton, CLGPO, City of Fayetteville
1992	*Scott P. Doolittle, CLGPO, Wake County Schools
1992	*Marshall L. Mathers, C.P.M., CLGPO, W-S/Forsyth County
1992	*Gary Haithcock, CLGPO, Wake County Schools
1994	Deborah S. Anderson, CLGPO, Catawba County
1994	*Mary Alice Campbell, CLGPO, W-S/Forsyth County
1994	*Patricia H. Sykes, CLGPO, City of High Point
1994	*C. Ellis Wheeler, Jr., C.P.M., CLGPO, City of Raleigh
1995	Ron Whitfield, C.P.M., CLGPO, NC Div. Of Vocations
1996	*Frankie Brinkley, CLGPO, Nash-Rocky Mount Schools
1996	S. Craig Garner, CLGPO, Catawba County Schools
1998	Cathy Herring, CLGPO, City of Kings Mountain
1998	Hazel Thrift, CLGPO, Cleveland County Schools
1999	Sherri Barnhardt, CLGPO, CPPB, Cabarrus County
1999	Ron Martin, CLGPO, Guilford County Schools
1999	Chris Payne, C.P.M., CLGPO, City of Greensboro
1999	*Paul Walters, III, C.P.M., CLGPO, Wake County Schools
1999	*Joel Wesson, CLGPO, Cleveland County Schools
2000	Tawanna A. Gates, CLGPO, Winston-Salem/Forsyth County
2000	Mike Keziah, CLGPO, City of Monroe
2000	Fran McMillan, CLGPO, Guilford County Schools
2000	Karen P. Ruppe, C.P.M., CLGPO, City of Charlotte
2000	Gail W. Wright, CLGPO, Scotland County
2001	Shauna Allen, CLGPO, New Hanover Schools
2001	Flossie Bryant, CLGPO, Foothills Area Program
2001	Pam Kitto, CLGPO, Town of Apex
2001	Lynn Elms, CLGPO, Union County Schools
2001	Andrea Thompson, CLGPO, CPPO, Winston-Salem State Univ
2001	Cheryl Perry, CLGPO, Town of Cary
2001	Bonnie Smith, C.P.M., CLGPO, NC Division of Vocations

**Year Certified****Certified Local Government Purchasing Officers**

2001	Hilda Carr, CLGPO, Sampson County
2001	Jan Bryant-Berry, CLGPO, OWASA
2001	Lesa Silver, CLGPO, McDowell County
2001	Fredda Guthrie, CLGPO, Carteret County
2001	Robert Langston, CLGPO, City of Fayetteville
2001	N. Denise Ferber, CLGPO, Broughton Hospital
2001	Marylin H. Waters, CLGPO, City of Morganton
2001	Nancy Reichman, CLGPO, Buncombe County Schools
2002	Linda Little-Lewis, CLGPO, City of Albermarle
2002	Faye Perry, CLGPO, Camden County Schools
2002	Mary Waller, CLGPO, City of Raleigh
2002	*Tom Wester, CLGPO, Wake County
2002	Clarice Wilson, CLGPO, Electricities
2002	Robin James, CLGPO, Chatham County
2002	C. Dwayne Childress, C.P.M., CLGPO, Davidson County
2002	Angelene Brinkley, CLGPO, City of Greenville
2002	*Richard Williams, CLGPO, City of Wilson
2003	Jacqueline Boyce, C.P.M., CLGPO, Durham County
2004	Mary W. Allen, CLGPO, Town of Cary
2004	*Angela C. Buffaloe, CLGPO, Wake County
2004	Pamela Gales, CLGPO, Durham County
2004	Margo M. Medlin, CLGPO, City of Gastonia
2004	Donnell S. Wilson, C.P.M., CLGPO, City of Charlotte
2004	Steven C. Graham, C.P.M., CLGPO, Vance County Schools
2004	Norma F. Kerns, CLGPO, City of Charlotte
2005	Erik S. Conti, CLGPO, Alamance Community College
2005	*Jeff T. Estridge, CLGPO, Richmond County Schools
2005	Coco Hall, CLGPO, Town of Chapel Hill
2005	John Mann, CLGPO, Guilford County Schools
2005	Cristina Garner, CLGPO, City of Raleigh
2005	Ron Goodwin, CLGPO, City of Greensboro
2005	Rhonda Broder-Dunlevy, CPPB, CLGPO, City of Greensboro
2005	Beth Hales-Ingram, CLGPO, City of Raleigh
2005	Johnny Isenhour, CLGPO, City of Newton
2005	Deborah A. Pryor, CLGPO, Henderson County Public Schools
2005	Marla Stevens-Hilliard, CLGPO, Guilford County Schools
2005	Frances S. Wright, CLGPO, Edgecombe County
2006	Lena L. Butler, CLGPO, New Hanover County
2006	Tarinda Chappell, CLGPO, Guilford County Schools
2006	Dewey D. Peck, CLGPO, A.P.P., City of Salisbury
2006	Sid Talbert, CLGPO, City of Concord
2006	Suzanne M. Yeatts, CLGPO, City of Knightdale
2006	Dale Dillion, CLGPO, City of Greensboro
2006	Sandra Fisher, CLGPO, Rowan County
2006	Carol L. Marquandt, CLGPO, Guilford County Schools
2006	Laura E. Jones, CLGPO, Onslow County
2006	Debbie Rhodes, CLGPO, Southeastern Regional Health Ctr.
2006	Cynthia Foy, CLGPO, Onslow Water/Sewer Authority
2007	Gail Priddy, CLGPO, Rockingham County
2007	Sheila Poole, CLGPO, City of Statesville
2007	Beatrice Abernathy, CLGPO, Catawba County
2007	Dan Elliott, CLGPO, Town of Cary

\* Indicates Lifetime Certification

**Carolinas Association of Governmental Purchasing  
and The Carolinas Chapter of NIGP  
Past Presidents**

1953-59	A.C. Shepherd, CPPB, CPPO, C.P.M.	Winston-Salem
1959-61	T. Bruce Boyette	Wilson
1961-63	Herbert Winston	Greensboro
1963-65	G.C. Robinett	Columbia
1965-67	A.R. McMullan	High Point
1967-69	George P. Donavant	Raleigh
1969-71	Ernest D. Campbell	Greenville Co., SC
1971-73	Carl H. Self	Greensboro
1973-75	Stephen B. Edwards	Durham
1975-77	Harry T. Collins	Columbia
1977-79	Joe E. Dixon	Wilmington
1979-81	William J. Windley	Rocky Mount
1981-83	B. Kenneth Davis	Rock Hill
1983-85	Donald L. Farmer, CLGPO	Winston-Salem/Forsyth Co.
1985-86	W. Thomas Hall, Jr., C.P.M., CLGPO	Cary
1986-87	Edward C. Askew, CLGPO	Greenville, NC Util. Comm.
1987-88	Frank A. Dunbar	Raleigh
1988-89	Gloria E. Amiger	Durham
1989-90	Dewey D. Peck	Salisbury
1990-91	Lewis A. Mills	Spartanburg, SC
1991-92	Dianna H. Wentz, CLGPO	Chapel Hill
1992-94	Billy D. Ray, CLGPO	Burlington
1994-95	Joe W. Best	Clinton
1995-96	R. Craig Hampton, CLGPO	Fayetteville
1996-97	Barbara W. Durham, CLGPO	Guilford County Schools
1997-98	Evie D. Caldwell, C.P.M., CLGPO	Iredell County
1998-99	Frankie M. Brinkley, CLGPO	Nash/Rocky Mt. Schools
1999-00	E. Steven Taylor, C.P.M.	Charleston County, SC
2000-01	Patricia H. Sykes, CLGPO	Guilford County Schools
2001-02	Deborah S. Anderson, CLGPO	Catawba County
2002-03	Michael A. Keziah, CLGPO	City of Monroe
2003-04	Chris S. Payne, C.P.M., CLGPO	City of Greensboro
2004-05	Chris S. Payne, C.P.M., CLGPO	City of Greensboro
2005-06	C. Ellis Wheeler, Jr., C.P.M., CLGPO	City of Raleigh
2006-07	S. Craig Garner, CLGPO	Catawba County Schools
2007-08	Sherri Barnhardt, CLGPO	Cabarrus County
2008-09	Karen Ruppe, CLGPO	City of Charlotte

**Carolinas Association of Governmental Purchasing  
Lifetime and Honorary Members**

**Lifetime**

Stancil (Sam) O. Bagwell	Greenville, SC
DC Brown, Jr.	City of Charlotte
Terry T. Burch, CLGPO	City of Burlington
Ernest Campbell	Greenville Co., SC
Burley Clayton, CLGPO	Durham County
Joe E. Dixon	Wilmington
George P. Donavant	Raleigh
Frank Dunbar	Raleigh
Steven Edwards, C.P.M.	City of Durham
Donald Farmer, CLGPO	W/S Forsyth Co.
Judy Ikerd, C.P.M., CLGPO	Catawba County
H. Wilson Knight	City of Durham
Lewis A. Mills	Spartanburg, SC
*A.R. McMullan	High Point
Albert Peck	Beaufort, SC
Carroll M. Pitts, Sr.	Rock Hill
Larry Reavels	Cleveland County, NC
D.B. Rustin	Spartanburg, SC
*Carl H. Self	Greensboro
Roger Scott	W/S Forsyth Co. Schools
*Aaron C. Shephard, CPPB, CPPO, C.P.M.	W/S Forsyth County
Dianna H. Wentz., CLGPO	Chapel Hill
*Warren Jake Wicker	UNC-CH School of Government
William J. Windley	Rocky Mount
Joe Clark	City of Durham
Hazel Thrift	Cleveland County Schools

**Honorary**

Bobette Eckland	Chapel Hill
J. Frank Rich	Greensboro

\*Deceased

## SPRING CONFERENCE HISTORY

<u>Year</u>	<u>CAGP President</u>	<u>Spring Chairman</u>	<u>Spring Conf. Site Location</u>
1957 NC	A.C. Shepherd	Not Noted	Institute of Government Chapel Hill,
1958 NC	A.C. Shepherd	A.C. Shepherd	Institute of Government Chapel Hill,
1959 NC	T. Bruce Boyett	Not Noted	Institute of Government Chapel Hill,
1960 NC	T. Bruce Boyett	Not Noted	Institute of Government Chapel Hill,
1961 NC	T. Bruce Boyett	Not Noted	Institute of Government Chapel Hill,
1962 NC	Herbert Winston	Not Noted	Institute of Government Chapel Hill,
1963 NC	Herbert Winston	Not Noted	Institute of Government Chapel Hill,
1964	G.C. Robinett	Not Noted NC	Institute of Government Chapel Hill,
1965	G.C. Robinett NC	Not Noted	Institute of Government Chapel Hill,
1966 NC	A.R. McMullan	Not Noted	Institute of Government Chapel Hill,
1967 NC	A.R. McMullan	Not Noted	Institute of Government Chapel Hill,
1968 NC	George P. Donavant	Not Noted	Institute of Government Chapel Hill,
1969 NC	George P. Donavant	W. Jake Wicker	Institute of Government Chapel Hill,
1970 NC	Ernest Campbell	Not Noted	Institute of Government Chapel Hill,
1971 NC	Ernest Campbell	Steve Edwards	Institute of Government Chapel Hill,
1972 NC	Carl H. Self	Herman Brewer	Institute of Government Chapel Hill,
1973 NC	Carl H. Self	Carroll Pitts	Institute of Government Chapel Hill,
1974 NC	Steve Edwards	Harry Collins	Institute of Government Chapel Hill,
1975 NC	Steve Edwards	Don Farmer	Institute of Government Chapel Hill,
1976 NC	Harry Collins	Ernest Campbell	Institute of Government Chapel Hill,
1977	Harry Collins	Frank Dunbar	Institute of Government Chapel Hill,
1978 NC	Joe E. Dixon	Wilson Knight	Institute of Government Chapel Hill,
1979 NC	Joe E. Dixon	B. Kenneth Davis	Institute of Government Chapel Hill,
1980	William J. Windley	Charles Griggs	Institute of Government Chapel Hill,

NC

NC			
1981	William J. Windley	Bill Bramlett	Institute of Government Chapel Hill,
NC			
1982	B. Kenneth Davis	Burley Clayton	Institute of Government Chapel Hill,
NC			
1983	B. Kenneth Davis	William J. Windley	Institute of Government Chapel Hill,
NC			
1984	Donald L. Farmer	W. Tom Hall, Jr.	Institute of Government Chapel Hill,
NC			
1985	Donald L. Farmer	Judy Ikerd	Institute of Government Chapel Hill,
NC			
1986	W. Thomas Hall, Jr.	Cathryn Carstens	Institute of Government Chapel Hill,
NC			
1987	Edward C. Askew	Billy D. Ray	Institute of Government Chapel Hill,
NC 1988	Frank A. Dunbar	Patty Sykes	Institute of Government Chapel
Hill, NC			
1989	Gloria E. Amiger	Richard Basili	Institute of Government Chapel Hill,
		NC	
1990	Dewey D. Peck	Eleanor Knight	Institute of Government Chapel Hill,
NC			
1991	Lewis A. Mills	Barbara W. Durham	Sheraton Univ. Inn Durham, NC
1992	Dianna H. Wentz	Garry W. Garrett	Sheraton Univ. Inn Durham, NC
1993	Billy D. Ray	T. Michael Brendle	Sheraton Univ. Inn Durham, NC
1994	Billy D. Ray	Gary Haithcock	Sheraton Univ. Inn Durham, NC
1995	Joe W. Best	Michael Clay	Sheraton Univ. Inn Durham, NC
1996	R. Craig Hampton	Debbie Anderson	Sheraton Univ. Inn Durham, NC
1997	Barbara W. Durham	Todd Bachman	Sheraton Univ. Inn Durham, NC

(Continued)

## SPRING CONFERENCE HISTORY

<u>Year</u>	<u>CAGP President</u>	<u>Chairman</u>	<u>Conference Location</u>
1998	Evie D. Caldwell	Kathy Puryear	Regal University Durham, NC
1999	Frankie Brinkley	Delton Farmer	Regal University Durham, NC
2000	Steve Taylor	Sonya Waters	Regal University Durham, NC
2001	Patricia Sykes	Donna Davis	Regal University, Durham, NC
2002	Debbie Anderson	Rochal Blackwell	Millennium Hotel, Durham, NC
2003	Mike Keziah	Sherri Barnhardt	Millennium Hotel, Durham, NC
2004	Chris Payne	Dwayne Childress	Millennium Hotel, Durham, NC
2005	Chris Payne	Cathy Critcher	Millennium Hotel, Durham, NC
2006	Ellis Wheeler	Mary Waller	Millennium Hotel, Durham, NC
2007	S. Craig Garner	Steven C. Graham	Millennium Hotel, Durham, NC
2008	Sherri Barnhardt	John Mann	Millennium Hotel, Durham, NC



## SUMMER CONFERENCE HISTORY

<u>CAGP President</u>	<u>Conference Chairman</u>	<u>Conference Location</u>
1957 A.C. Shepherd	Not Noted Prince	Charles Hotel Fayetteville, NC
1958 A.C. Shepherd	C.E. Beatty	Not Noted Charlotte, NC
1959 T. Bruce Boyett	J.D. Mackintosh	Not Noted Fayetteville, NC
1960 T. Bruce Boyett	C.E. Beatty	Manger Motel Inn Charlotte, NC
1961 T. Bruce Boyett	Not Noted	Holiday Inn, Fayetteville, NC
1962 Herbert Winston	Not Noted	Andrew Jackson Hotel Rock Hill, SC
1963 Herbert Winston	Not Noted	Queen Charlotte Hotel Charlotte, NC
1964 G.C. Robinett	Ronald Windham	Andrew Jackson Hotel Rock Hill, SC
1965 G.C. Robinett	Not Noted	Jack Tar Poinsett Greenville, SC
1966 A.R. McMullan	Herman Bremen	Charleston Inn Charleston, SC
1967 George P. Donavant	Not Noted	Charleston Inn Charleston, SC
1968 George P. Donavant	Ernest Campbell	Ocean Forest Hotel Myrtle Beach, SC
1969 Ernest Campbell	Not Noted	Holiday Inn West Asheville, NC
1970 Ernest Campbell	Frank Newby	Holiday Inn Wrightsville Beach, NC
1971 Carl H. Self	D.C. Brown	Ocean Forest Hotel Myrtle Beach, SC
1972 Carl H. Self	Not Noted	Not Noted Myrtle Beach, SC
1973 Steve Edwards	William J. Windley	Holiday Inn Wrightsville Bh, NC
1974 Steve Edwards	Ernest Campbell	Holiday Inn Myrtle Beach, SC
1975 Harry Collins	William J. Windley	Sheraton Motor Inn Southern Pines, NC
1976 Harry Collins	B. Kenneth Davis	Landmark Motor Inn Myrtle Beach, SC
1977 Joe E. Dixon	Joe Dixon	Ctr. for Cont. Ed. ASU, Boone, NC
1978 Joe E. Dixon	Joe Dixon	Sheraton Motor Inn Charleston, SC
1979 William J. Windley	Edward Askew	Holiday Inn Atlantic Beach, NC
1980 William J. Windley	Frank Dunbar	Holiday Inn Carolinas Fort Mill, SC
1981 B. Kenneth Davis	Joe Ballard	Landmark Hotel Myrtle Beach, SC
1982 B. Kenneth Davis	Charlie Griggs	Ramada Inn Clemmons, NC
1983 Donald L. Farmer	Dewey D. Peck	Sheraton Airport Inn Charleston, SC
1984 Donald L. Farmer	B. Kenneth Davis	Great Smokies Hilton Asheville, NC
1985 W. Thomas Hall, Jr.	Frank Dunbar	Wilmington Hilton Wilmington, NC
1986 Edward C. Askew	Gary L. Hicks	Mills House Charleston, SC
1987 Frank A. Dunbar	Dianna Wentz	Great Smokies Hilton Asheville, NC
1988 Gloria E. Amiger	Joe Best	Holiday Inn 1776 Williamsburg, VA
1989 Dewey D. Peck	Craig Hampton	Beach Cove Resort Myrtle Beach, SC

(Continued)

## SUMMER CONFERENCE HISTORY

<u>Year</u>	<u>CAGP President</u>	<u>Conference Chairman</u>	<u>Conference Location</u>
1990	Lewis A. Mills	Wayne Bender	Sheraton Appl. Inn Boone, NC
1991	Dianna H. Wentz	Patty Sykes	Sheraton Atlantic Beach, NC
1992	Billy D. Ray	Billy Ray/Ken Davis	Charleston Marriott Charleston, SC
1993	Billy D. Ray	David Cannell	Great Smokies Hilton Asheville, NC
1994	Joe W. West	Glenn Locke	Crystal Sands Resort Hilton Head, SC
1995	R. Craig Hampton	Randy Bass	Wilmington Hilton Wilmington, NC
1996	Barbara W. Durham	Tom Triplett	Myrtle Beach Hilton Myrtle Beach, SC
1997	Evie D. Caldwell	Bill Zell	Adams Mark Charlotte, NC
1998	Frankie Brinkley	Steve Taylor	Sheraton Charleston, SC
1999	Steve Taylor	Joyce Riggs	Sheraton Grand, New Bern, NC
2000	Patricia Sykes	Chris Payne	Wyndham Myrtle Beach Resort, SC,
2001	Debbie Anderson	Cathy Abernathy	Holiday Inn Sunspree, Asheville, NC
2002	Mike Keziah	William (Gene) Keel	Embassy Suites, Charleston, SC
2003	Chris Payne	Betty Harper	Sheraton Grand, New Bern, NC
2004	Chris Payne	Wendy Sawyer	Embassy Suites, Charleston, SC
2005	Ellis Wheeler	Karen Ruppe	Grand Dunes Marriot, Myrtle Beach, SC
2006	S. Craig Garner	Joyce Riggs	Sheraton Grand, New Bern, NC
2007	Sherri Barnhardt	Ron Goodwin	Embassy Suites, Charleston, SC

## HALL-WICKER AWARD

The Hall-Wicker award was established by the Carolinas Association of Governmental Purchasing (CAGP) to recognize outstanding contributions and service to the cause and advancement of the purchasing profession. It jointly honors the late Warren "Jake" Wicker and the late W. T. "Tom" Hall, Jr. Below is a very brief summary of their contributions and accomplishments.

Tom Hall was a purchasing agent's purchasing agent, a true professional in his work, a leader in purchasing organizations and a model public servant. As purchasing agent for the Town of Cary, North Carolina, he was a tireless innovator, directing his energy toward new ways to make purchasing more efficient and effective. He was a leader within the state in areas such as paperless purchasing, cooperative purchasing, use of procurement cards, and privatization of vehicle maintenance supplies. He also developed numerous proposals for legislative changes to improve the laws governing public purchasing and worked hard to win their passage.

In addition to his service to his unit, Tom devoted immeasurable efforts to increasing opportunities for professional development for purchasing agents. He served in most of the offices of the Carolinas Association of Governmental Purchasing and was its president in 1986. He was instrumental in establishing the Certified Local Government Purchasing officer program in 1985 and served as chairman of the professional development and certification committees for many years. Tom obtained his CLGPO and C.P.M. certifications and encouraged both his employees and his colleagues to pursue their education and certification.

Jake Wicker retired from the Institute of Government at the University of North Carolina at Chapel Hill in 1991 after serving on the faculty for over 40 years. From 1991 to 2003 he continued to work on projects for local governments across the state in his many areas of expertise. Jake was instrumental in the founding of the CAGP and in the development of a substantial curriculum in purchasing at the Institute of Government for North Carolina public officials. During his tenure at the Institute, Jake was the primary resource and authority on purchasing law and practice, answering numerous telephone inquiries on a daily basis, and giving accurate information and practical guidance. Jake's unique gift to those who have been fortunate enough to know and work with him is his dedication to excellence.

Jake was known for both his sense of humor and high integrity, combined with his personal commitment to and compassion for his students and colleagues. There is no question that hundreds of purchasing officials hold Jake Wicker responsible for their personal and professional success and considered him a mentor, friend, and colleague. Both private and public purchasing officials who had the opportunity to know and learn from Jake Wicker have expressed the highest respect for his work and contribution to the purchasing profession.

The Hall-Wicker award consists of a plaque and a \$200.00 savings bond to be given annually at the CAGP Spring Conference.

### Hall Wicker Award Winners

1996	Donald L. Farmer, CLGPO	Retired Purchasing Agent	W-S/Forsyth County
1997	Billy D. Ray, CLGPO	Purchasing/Facilities Mgr.	City of Burlington
1998	Joe W. Best	Dir. of Administration	City of Clinton
1999	B. Kenneth Davis	Retired Purchasing Agent	City of Rock Hill, SC
2000	Edward C. Askew, CLGPO	Retired Dir. of Support Services	Greenville Utilities
2001	Evie D. Caldwell, C.P.M., CLGPO	Retired Purchasing Agent	Iredell County
2002	Barbara W. Durham, CLGPO	Retired Purchasing Agent	Guilford Co. Schools
2003	E. Steven Taylor, C.P.M.	Procurement Director	Charleston County
2004	Frayda S. Bluestein, JD	Associate Dean	UNC-CH
2005	Deborah S. Anderson, CLGPO	Purchasing Agent	Catawba County
2006	Craig Hampton	Special Projects Director	City of Fayetteville
2007	Craig Garner	Purchasing Officer	Catawba County