

Maine Educational Opportunity Association  
Executive Committee Meeting  
November 19, 2012  
University of Maine, Orono, Me  
10:00am – 2:00pm

In attendance:

Shawn Graham  
Angela Theriault  
Chris Turner  
Alan Parks  
Elyse Pratt-Ronco  
Steve Visco  
Margaret Irving  
Dave Megquier

Call to Order

**Action:** Approval of Agenda

Secretary's Report

Elyse will make the edits to Margaret's document of last month's minutes.

**Action:** Acceptance of October 2012 Executive Committee Meeting Minutes

**Motion:** Chris

**Second:** Alan

**All in favor**

Treasurer's Report

-Things are going well. We are in a comfortable place right now.

-Early Bird registration is working well.

-The new Professional Development policy is up on the website thanks to Casey.

-We have no bills coming up between now and conference

**Action:** Acceptance of Treasurer's Report

**Motion:** Alan

**Second:** Chris

**All in favor.**

President's Report

Friends of MEEOA Award

-Should it be named after Mitch? Would that set a very high standard?

-A plaque would be good. We could probably do it for \$50.

-We have no award that recognizes anyone external to the association.

-Going forward, we will develop criteria for nominations

-Steve thinks it should be someone who has influenced policy for Maine students. "Sustained commitment to affecting public policy. . ."

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- Probably this should become an “as needed” award, rather than an annual one.
  - Steve is going to work on the language of the nominations.
- Motion to develop the Friends of MEEEOA/Arnold Mitchem award: Alan  
Second: Elyse  
All in favor.

Mitch won't be at the conference, so maybe Heather could accept it on his behalf and then we could give it to him at Policy Seminar in March.

Dory Award – Alan is willing to give his back to be given to someone else.

- Shawn will talk with Casey about getting the applications on the website.
- We may need another committee- maybe a good role for the past president.

Letter from MEEEOA

- Shawn has a draft letter to congratulate and welcome returning and Maine people (Angus King, etc.). He is working with Kim Jones and is planning to send us a draft to read when it is done.
- Steve thinks we should include Sequestration in the letter.
- Alan suggested a thank you note to Snowe and a reminder about sequestration.

MEEEOA Website

- Looks good. Casey did a great job.
- Alan would like there to be a link on the left column for the conference so that he can send it to people in letters.

Alumni

- Shawn would like to recognize a TRiO Achiever for MEEEOA. Having an ad hoc committee comprised of alumni would be able to select the people.
- Elyse said that we don't necessarily have to be an alum who is in a career and has had many accomplishments.
- The only requirement for this might need to be a 2 or 4 year degree. We want to acknowledge people who have done what TRiO sets out to do.
- Margaret thinks that there should be an alumni chair on the board who is focused on the activities
- Shawn thinks he could consider that for next year as the president elect
- Alan is wondering about a cash award. Steve said that MEEEOA has been hesitant to do that.

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-Alan really wants us to become a 501c3

#### Transition planning

- Jess and Shawn and have been talking about this and would like to have it completed for April.
- Each person who comes in will get a binder.
- Shawn would like us to draft a paragraph with our position descriptions so that someone can do it.
- Send them to Shawn whenever we get them done by February.
- These don't exist already, so it will be really helpful to have it for the next people
- Alan would like to see us have conference chairs elected at the next conference. Maybe they could ask if there is an office/program interested?
- If someone is interested, they could sit in on the next conference committee meeting to get a sense of what it should be.

#### State Initiative Grants

- Shawn has not heard anything yet about the grant written for MELI.
- There might be an option for doing a NEOA one. Maybe for the flash drives. Or to pay travel for alums to come to a planning meeting?

#### Alumni Nominations for policy

- Chris has not received any nominations yet.
- It is on the website.

#### Committee Reports

##### Conference

- They've been meeting regularly.
- The schedule is starting to pull together. They are still looking for a couple of breakout sessions.
- Alan is putting together gift packages for the auction.
- They will be sending out requests for auction items. Darelyn at UMPI is in charge of that.
- 60 registrations so far (all but 20 have paid)- all at the Early Bird Member rate
- Last year USM gave a scholarship instead of doing thank you gifts to the presenters. They may do that again.

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Hall of Flags (3/25/13)

- This is the same week as the TRiO Director's meeting with the DOE.
- We may want to advertise with that in mind, so that people can plan accordingly.

Membership

- Right now we have 62 paid memberships- a mixture of individual and program memberships.
- Last year the final number was 69 individual members and 13 program memberships
- Right now we have 3 or 4 programs
- Margaret thinks that is easier this year because of the online registration.
- Maybe get in touch with alumni to be associate members? Margaret could send out an email to current members to post on their websites or email their alums.
- A member had some concerns about program memberships and the benefits of a program membership.- Maybe it should say that "your program membership supports. . .advocacy efforts, conferences, etc. . .that MEEOA needs to do on your behalf" rather than there being a benefit for your program.
- Shawn is going to follow up with her by email.

Strategic Planning

- Shawn has a meeting next Tuesday for the planning committee.
- They are all happy with the progress
- They are working in many areas: advocacy, 501c3 status, etc.
- They are breaking down who is responsible for what and what the goals are.
- Next week they are hoping to review a final draft to present at the business meeting in January.
- No new updates for EDUGuide. Maureen is saying no fee. Heath is saying \$1500-\$2000. There are some advantages to having a way to connect.
- We may need a longer business meeting at MEEOA (at least an hour and a half).
- Shawn is going to send out a draft by Dec. 15 to be put on the flash drives, so that people can take a look at it ahead of time and come prepared to discuss it.
- Also the agenda and minutes will go on the flash drive.

MELI

- 7 registrations
- Heather Valentine and Amy V. will help with advocacy, Evette Lane and Sarah Morel will come and talk about running successful meetings.
- They are still trying to figure out how to use the dinner time

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-10:00-4:30 on first day and then breakout sessions as a strand during the conference.

#### Yearbook

- Not a lot of progress in the last couple of weeks.
- The Bowdoin yearbook was really good. They want it to be a tool that can be used at Policy Seminar. They are adding alumni stories, data around last grant competition.
- The SSS data is difficult because there are 2 and 4 year schools, so they are working on how to handle that.

#### Fair Share

- We are doing well.
- If we do a push at the conference for \$10 for 10, then we should make the quota before policy seminar and get the free registration for Policy.
- Dave is going to see if the association gives its donation now, could that count toward our quota? We usually give \$1,000.

#### Other Business

Professional Development Fund request from Elyse to attend a training for managing employees. She is requesting \$125. This is the second request.  
All in favor. Elyse abstained.

Next meeting Dec. 17 on Polycom. We are going to try to not do Roberts Rules because it switches the camera. Alan is thinking about using something to put us all online to be able to ask questions, etc. Google Hangouts? You can have a meeting with up to 10 people.

**Motion to adjourn:** Dave

**Second:** Margaret

All in favor.