

MEEOA Executive Committee Meeting
December 1, 2022
1:00 PM to 3:00 PM via zoom

PARTICIPANTS:					
Name:	Absent:	Present:	Name:	Absent:	Present:
Terry Charlton		X	Linda Freeman		X
Katharine Lualdi	X		Kate Walsh		X
Sam Prosser		X	Terri Plummer		X
Nik Lallemand		X	Casey Henderson		X
Alyssa West		X	Steve Visco	X	
Aaron Dombroski	X		Michelle Richards		X
Chris Vogel		X	Kelsey Bailey		X
Lisa Black		X			

Agenda Item	Discussion	Next Steps
Welcome and Opening		
Call to Order	1:03 PM	
Action Item: Approve Agenda	Terry presented the agenda for the December Board meeting. Sam motioned to approve it. Alyssa seconded. All in favor.	
Action Item: Approve month minutes	No quorum for October meeting, so there were no minutes to approve. Minutes for September meeting were emailed previously but not approved yet. No adjustments. Sam motioned to approve. Kate seconded. All in favor.	
Action Item:		
Action Item:		
Officers' Reports		
President's Report: Terry	<ul style="list-style-type: none"> Priority 1: applied for COE grants to support MEEOA conference. Already have \$500 so this would be an additional \$500 to support the cost of the 	

	<p>pre-conference. SMCC and CMCC TRIO program grant funds will make up the difference in cost.</p> <ul style="list-style-type: none"> ● Assistaed with state wide coordination of First Gen Day, which Lisa can share more about. ● Encouraging various people to get involved with MEEOA board; making traction but no definites yet. 	
Past-President's Report: Sam	<ul style="list-style-type: none"> ● Attended NEOA board meeting. There was discussion around making a push to have TRIO Days include SSS as well. Talked about location and costs. CT and RI seem to struggle filling slates and other states have been helping fill in and plan their TRIO Days. Is a good reminder that Maine has a lot of involvement. ● Helped Terry apply for state initiative and Paul Spraggins grants. ● Hoping being at conference in person will help conversations about getting involved with MEEOA. ● Ongoing communication with gov relations about VUB issues; helped them send congrats to anyone re-elected. 	
President-Elect's Report: Katharine	<ul style="list-style-type: none"> ● Katharine absent 	
Treasurer's Report: Nik	<ul style="list-style-type: none"> ● Nik shared report. \$34,860.82 in TD reserves. No new expenses since last meeting. Increase in income coming from conference registrations, program memberships, and conference sponsorships. Total income \$3466.82. Projection after deposits and transfers is \$38,327.64. Terry noted there are more conference registration payments in progress. ● Sam has check for Nik for \$250 sponsorship from Machias Savings. Some other expected sponsorships will be added to the documents once they are in hand. ● Emailed Terry and Sam earlier but shared with group during meeting that he's leaving TRIO and will be stepping down from the position. He is staying local and working out details but this is likely last board meeting. Hopes to hand off to someone soon. ● Sam moved to approve. Kate Second. All in favor. 	
Secretary's Report: Alyssa	<ul style="list-style-type: none"> ● None 	
<u>Standing Committee Reports</u>		
Alumni: Terri	<ul style="list-style-type: none"> ● Met with committee this morning; 4 nominations for awards and would like to give out all of them, which means 2 rising star awards. Will email nominators and work on collecting pictures and creating write ups. 	

	<ul style="list-style-type: none"> • 2 of the awardees were also nominated for policy, which Terri will share with Terry and Sam. • Discussed timing of alumni meet and greet with Kelsey and talked through with the board as well. Will invite people on the 5th later in the afternoon. • Attended COE Advocacy session on November 7th, focused on alumni initiatives. Added the powerpoint to the Box drive for anyone to look at; it has lots of ideas about engaging alumni. • Waiting to hear back from programs about numbers so she can establish a winner for the alumni registry race. 	
Conference: Kelsey	<ul style="list-style-type: none"> • Report in box • Confirmed Dan Bailey as keynote speaker • Pre-conference will be Jim Peacock; space limited to 24. Terry applying for funds to support the cost. • First full day will be at Hilton instead of CMCC; space is being used for the banquet so there's no additional cost for the rooms, just for the A/V equipment at \$625 total. Easier to rent than try to figure out covering all three sets on our own. Casey will bring one set and may have a second that will help reduce costs. • Workshops confirmed, conference booklet in progress. Relying on volunteers from CMCC to help plan out details and auction. • Rob Pote invited from NEOA and waiting to hear back about COE rep. • Tony suggested concierge desk for people who need help. Terry offered to have CM students staff. 	
Development: Linda	<ul style="list-style-type: none"> • Linda reached out to several organizations that helped in the past, along with some others. Has a yes from four different orgs but some who said no due to finances. Waiting to hear back from some. 	
Government Relations: Aaron & Chris	<ul style="list-style-type: none"> • Chris and Aaron both out last month. Weren't sure if report was read but gave brief updated. Met with Pingree's office in October and had a good conversation about VUB. Optimistic about reaction but momentum is still needed to get things moving. • Worked on congratulatory letter for Pingree and Golden. 	
Membership: Kate	<ul style="list-style-type: none"> • Everything reviewed as of yesterday; 53 individual memberships renewed, 42 of them paid. 16 programs renewed, 13 paid. 25 conf registrations, 13 paid to date. Seems to be a lot of confusion around using Paypal versus checks. Knows there are some things in Marketplace in progress. 	

	<ul style="list-style-type: none"> • Considering stepping down after 6 years, so will need someone to step in and take membership role. Suggestion made to wait and put people face to face with board members at the conference to help them understand roles and maybe try using committees for some roles rather than people handling it all on their own. • May not be able to attend MEEOA due to costs. Sam had created form for applying for PD funds and sent to the board for review. 	
Public Relations/ TRIO and GEAR UP Advocacy Day Chair: Michelle	<ul style="list-style-type: none"> • Spent some time researching news outlets to create a list of sources and contact info for getting information out. • Asked to be included in conference committee meeting to see what's needed from her for PR support. Considering having news outlet come interview people at MEEOA • Met with committee to review Dory award nomination. Person nominated not a TRIO professional. Suggested MEEOA might do something more regularly to recognize community partners who have been "true friends to TRIO." Discussed as a group whether the person needed to be a TRIO professional but in the end felt that the person met the criteria. Talked about doing a framed print of a Dory; Michelle doesn't have way to buy or order. Terry happy to help but asked if she needed authorization. Suggestion made to charge to alumni awards and it should stay below 125% overage, which eliminates the requirement to vote, per fiscal policy. 	
<u>Ad-Hoc Committee Reports</u>		
Technology: Casey	<ul style="list-style-type: none"> • Working with conference committee ,posted schedule, updating website as they come across changes. On break 12/21 through New Year's but will check email while out. 	
First Gen Day: Lisa Black	<ul style="list-style-type: none"> • Had to step out of the meeting. Terry gave update. Did book club at every campus that participated, and it went well. Slightly different at each campus but ongoing. • 	
Leadership Development: Vacant		
Factbook: Vacant		
Fair Share: Steve	<ul style="list-style-type: none"> • Steve referenced last report. All programs still members. More individual donations came in. 	
<u>Old Business</u>		

	<ul style="list-style-type: none"> • Sam mentioned that she had offered to set up committee for new fiscal policy; will reach out to people who volunteered to help with that. 	
<u>New Business</u>		
Adjourn Meeting	<ul style="list-style-type: none"> • Terry requested motioned to adjourn at 2:32 PM, Alyssa motioned. Kate seconded. All in favor. 	