

February 2, 2024
Executive Committee Meeting Agenda

ATTENDANCE: Ginny Ward, Casey Henderson, Kathryn Bosse, Ashlee Fecteau, Suzanne Caron, Andy Campos, Sydney Brown, Chris Vogel, Erin Nason, Michelle Richards, Terry Charlton

Agenda Item	Discussion	Next Steps
Call to Order		
Action Item: Approve Agenda	Motion to approve agenda made by Michelle, 2 nd made by Terry. Agenda approved.	
Action Item: Approve December minutes	Motion to approve December minutes made by Terry, 2 nd made by Kathryn. Minutes approved.	
Action Item:		
Action Item:		
Officers' Reports		
President's Report: Ginny	See box drive for full report. <ul style="list-style-type: none"> • Planning for Policy Seminar. • Moving forward with State Initiatives projects. • Executive Leadership institute is moving along. • Attended January NEOA meeting remotely. 	
Past-President's Report: Terry	See box drive for full report. <ul style="list-style-type: none"> • NEOA Conference Planning committee. State basket will need contributions. Looking to have a theme: "The Way Life Should Be". • NEOA Conference Planning committee - There was expressed nervousness about Achiever's award nominations. • SSS Grant writing professional development day before NEOA conference. 	
President-Elect's Report: Michelle	See box drive for full report. <ul style="list-style-type: none"> • Continuing to work on Executive Leadership Institute case study • Reaching out to people about serving on executive board • Continuing to work with COE State Initiatives pilot • Working closely with President and assisting with planning for policy seminar 	
Treasurer's Report: Erin	See box drive for full report.	

Action Item: Approve treasurer's report	<ul style="list-style-type: none"> • A lot of updates due to the conference and policy seminar. • PayPal has been a bit funky. <p>Motion to approve treasurer's report pending edits made by Sydney, 2nd made by Kathryn. Treasurer's report approved.</p>	
Secretary's Report: Ashlee	Nothing to report.	
<u>Standing Committee Reports</u>		
Membership: Kathryn	<p>See box drive for full report.</p> <ul style="list-style-type: none"> • Not a lot of changes since last month. • Big focus now is to contact those that haven't paid memberships. • Still does not have access to UMS procurement; arrangement right now is that they will send checks • We are at 20 program memberships, which is a little ahead of where we were this time last year. 	
Conference: Steve/Teri	<p>(Steve and Teri not in attendance)</p> <ul style="list-style-type: none"> • From Casey – discussed debrief after conference. Will share results from feedback in email. Can contact Steve or Teri with any questions/comments. <p>Conference timing poll results: decision to move?</p> <ul style="list-style-type: none"> • There is a preference for Early November, mid-late October • UMA campus may be an easier choice for this year, since we already have that connection 	Ginny will send a poll for board members with potential dates
Nominations & Elections: Terry	<p>See box drive for full report.</p> <ul style="list-style-type: none"> • We have a slate of nominations for open/changing positions. 	
Development: Andrew	<p>See box drive for full report.</p> <ul style="list-style-type: none"> • Finance committee meeting discussed re-categorizing tiers for sponsorships and what additional supports can help bring in money to support MEEEOA 	
Government Relations: Aaron & Chris	See box drive for full report.	
Technology: Casey	See box drive for full report.	For next meeting: vote

	<ul style="list-style-type: none"> • Met with conference committee members to debrief • NEEOA conference committee planning in process • Website has been having some issues • Looked at upgrading website to a higher plan; extra \$4 a month/\$48 a year • Eventually, would like to change to a different host (WordPress, etc.) that is more user friendly • Updated bylaws on the website 	on upgrading to a higher plan for the website
State Initiatives Chair: Sydney	See box drive for full report. <ul style="list-style-type: none"> • Advocacy day is a little over a month away; finalizing plans • Will send out a reminder in a couple weeks • Working on State Initiatives project; state map of programs is almost complete 	
PR: Michelle	See box drive for full report.	
Alumni: vacant		
<u>Ad-Hoc Committee Reports</u>		
Finance Committee: vacant	<ul style="list-style-type: none"> • Discussed policies and making sure they are current. • PayPal conversations and concerns: what is refund policy and does it need to be adjusted? • Concern that was addressed: people that register but no show and do not pay, the meals still need to be covered by MEEOA. • Next meeting is set for 2/15; anyone is welcome to attend. 	
First Gen Day: Lisa Black	(Not in attendance). No report for this month.	
Leadership Development: Vacant		
Factbook: Brad	(Not in attendance). <ul style="list-style-type: none"> • Draft has been sent to Ginny and Steve. • Meeting next Friday • Will have completed and printed by Advocacy Day 	
Fair Share: Steve		
<u>Old Business</u>		

<u>New Business</u>		
Adjourn Meeting	Motion to adjourn meeting made by Casey, 2 nd made by Chris. Meeting is adjourned.	