

MEEOA Meeting Minutes – Conference Business Meeting

January 5, 2017

Call to Order

Reports:

- **Secretary: Cote Theriault**
 - Laurie described process of creating, approving, and posting meeting minutes. The Executive Committee approves each set of minutes before they are posted.
 - Minutes from past meetings are available on the MEEOA website.
- **Treasurer: Ginny Fowles Ward**
 - Biggest income stream: conference registration
 - Exceeded projections for this year, based on estimates
 - Some of it is outstanding, but will come through soon.
 - Advertising revenue and auction/raffle also help out
 - Our actual figure for 16-17 auction/raffle exceeded our proposed by quite a bit – still increasing based on today's activity
 - Some outstanding individual and program memberships still.
 - Institutions with multiple grants can pay for program memberships for each grant, not only one for the institution.
 - Wanted to clarify for program directors.
 - Income from development support comes from Husson and Machias Savings Bank
 - Expected to receive \$3,000 from NEOA for Policy Seminar
 - MEEOA has a scholarship available to people interested in participating in NEOA Mitchem Leadership Institute
 - Two alumni, president, and president-elect will go to Policy Seminar
 - Currently projected to run at a deficit, which we are not able to do year after year.
 - Motion to accept Treasurer's report
 - **Action:** Report accepted
- **President: Laurie Davis**
 - Laurie discussed how the Treasurer role could be a great professional development opportunity for someone who would like to gain budget management experience. Example: someone with interest in becoming a director
 - Laurie talked about how MEEOA provides professional development to all members and why the conference is so important to that goal. Also discussed cost of Policy Seminar and how it contributes to the organization's goals.
 - Laurie noted the power of connecting with legislators
- **Alumni: Michelle Richards:**
 - Awards went well at the conference
 - If you have ideas about engaging alumni, please contact Michelle
 - Karen asked how alumni can register for TRIO Alumni Database

- Michelle: The link is on the MEEOA website. Can also share via social media.
 - Database can help when we are organizing events.
 - Bridget: Can we get releases from the alumni who received awards so that we can send it to news outlets? The staff who work closely with those alumni can contact them about this.
 - Jane: How do we share this information with NEOA and COE Alumni efforts?
 - Laurie: We are looking for two alumni to attend Policy Seminar. There will be a nomination process. Those alumni who received awards last night are already considered for Policy.
 - Alumni that you nominate should be willing and comfortable in sharing their stories – to legislators and to aides.
- **Conference: Rusty Brown & Amanda Favreau**
 - We had 85 attendees at the awards reception last night and 73 conference registrations
 - Many people in the room have already organized the conference – if you are interested, please consider it!
 - The membership is great in supporting the work of the conference chairs.
 - Great professional development opportunity.
- **Development & Fair Share: Dave Megquier**
 - Development: two annual Association sponsors: Husson and Machias Savings Bank (\$2,250)
 - We normally have had Camden National Bank as a coffee break sponsor, but they redirected their focus to supporting homeless shelters.
 - They asked us to approach them next year.
 - Fair Share: We do great with institutional memberships and individual donations. We hope for more \$10 for 10 participants.
- **Government Relations: Dave Megquier**
 - MEEOA is a civic organization – to do political work on behalf of our students and programs.
 - We have excellent relationships with congressional delegation.
 - Policy Seminar is the most important activity of the year in this area.
 - Laurie: One tangible outcome of our government relations work is that Bruce Poliquin signed onto the TRIO caucus. Chellie Pingree has, also.
 - Angus King wrote an appropriations letter to advocate for more money directed toward TRIO programs.
- **Membership: Lena Michaud**
 - To date, there are 10 programs and 54 individual members that have paid. 1 program has not paid and 22 members are still outstanding. She will reach out to you during the conference.
 - Laurie: There are 21 programs in our state – we can do better with the number of programs that pay program memberships.
 - We are aware that the University of Maine System still bundles payments. We may reach out to you to clarify who has paid and who hasn't.
 - Karen: Can we send you the PO before we send it to you?

- Laurie and Lena would appreciate that.

- **Nominations and Elections: Past-President Teri Morse (Laurie Davis)**

- Laurie encourages all members to consider the opportunity to be part of the MEEOA leadership. Learn new skills and meet other TRIO professionals.
 - If you are interested, please contact Laurie or Teri.
 - Questions are also welcome, if you are not sure.
 - Descriptions are available for each position on the MEEOA website.
- At the NEOA Conference in April, MEEOA Executive Committee members will be elected for 17-18.
- Kelly asked who has served in leadership roles with MEEOA before and also what positions are available.
 - For each position, people who have been in that role raised their hands.
 - Ginny noted that several of the same people have been MEEOA leaders for many years. Please don't think that only a select group of people can serve in those leadership positions. If this is a concern for you, please talk with Ginny or someone else who has been an MEEOA leader.
 - Regarding available positions, Laurie says that she would like to know what positions people are interested in. Just because someone is already in that position does not mean you cannot indicate interest.
 - Steve: President-elect position is open. Teri will contact the membership about this position. Also looking for volunteers for NEOA Conference Committee.
 - There is already interest in chairing the MEEOA conference from USM staff.

- **Public Relations: Tony Staffiere**

- Hall of Flags will be in Augusta on March 13.
 - Two-year SSS programs, UB, and GEAR UP will also have College Day at the same time.
 - Laurie: Talk with legislators about this event and that you will be there. Let them know in advance how important Hall of Flags is.
- We do a wonderful job with PR internally – we can improve PR with external partners.
 - Let's also get the word out about TRIO and GEAR UP to state legislators
- Karen: Invite your legislators to your events and work with them to get the word out to the public. They are motivated to do so and have a broad audience.
- Yearbook: Steve Visco
 - Looking for point person for Upward Bound and Student Support Services – help with aggregating data. Contact Steve if you are interested.
 - Laurie: Data is important because of its influence on officials and on dollars.

- **Adjourn**

- Please respond to requests for data that you get from the MEEOA Committee