

**Maine Educational Opportunity Association  
Executive Committee Meeting  
May 15, 2018  
1:00pm via Google Hangout**

**Attendees: Mary Kate Barbosa, Patrick Blanchette, Laurie Davis, Dori Fellman, Sara Flowers, Terri Plummer, Eric Pratt, Mary Sinclair, Tony Staffiere**

**Minutes:**

**Approval of April Meeting Minutes**

- Dori and Mary Kate took minutes last month. Mary will take minutes this month.
- After discussion with Ginny, Dori said she would go back and redact names from the minutes.
- **Moved to approve: Tony**
- **Second: Eric**

**Treasurer's Report: Patrick Blanchette**

- **Action:** Patrick will work with Mary Kate to add her as a user on the MEEOA debit card.
- All sponsorships are currently paid.
- 501c4 has been renewed for next year.
- Only a few receipts remain outstanding for Policy Seminar. MEEOA was able to cover everything submitted and next year we will have a policy about what is covered at Policy.
- Patrick discovered sometimes there is a payment number included in the Payment Detail he receives from UMS. If programs could pass along that number or a copy of their purchase order to him, it would help align payments.

**MEEOA Conference Chair: Andrew Henry (not present)**

- Nothing to update, but Dori thinks he is working with the entire MEOC (and METS?) crews to work on the conference.

**Alumni: Michelle Richards (not present)**

- Nothing to update.

**Government Relations: Karen Keim (not present)**

- Nothing to update. Eric will check in with Karen.

**Membership Report: Kate Walsh (not present)**

- Nothing to update.

**Public Relations and Hall of Flags: Tony Staffiere**

- Hall of Flags is slow right now, Tony will send an email in the fall to find best dates (months) for everyone.
- For Public Relations, please keep sending info to Tony. Social media sites have gained traction in the last 6 months, as far as hits and interactions.
- Some Policy Seminar photos were posted, but if others have any they should send them to Tony.

**Maine Yearbook: Steve Visco (not present) and Sara Flowers**

- Sara has started working with Steve and she is looking at including the programs not already listed: Gear Up and Veterans Upward Bound.
- **Action:** There are questions about how information is gathered for the Yearbook and Sara plans to test out new methods with the SSS Directors at their next meeting.

**Development: Dave Megquier (not present)**

**Fair Share: Andrew Henry (not present)**

- Nothing to update.
- Matching offers for COE donations are available right now. Refer to MEEOA listserve for information.

**MELI: Steve Visco (not present)**

- Nothing to update.
- Tony said he has been working with Kristi Pierce and the deadline to apply for the Arnold Mitchem Leadership Institute has been extended to June 15.

**Webmaster: Casey Henderson (not present)**

**President's Report: Dori Fellman**

- Karen will draft protocols for Policy Seminar for the future. We need clarity around who's and what expenses are covered by MEEOA. This will also clarify what can be paid for on the MEEOA debit card.
- Sara is working on a business card as discussed at the meeting at NEOA. She has been unsure who she was supposed to be working with.
  - **Action:** Dori will follow through with Nikita Gagain about designing a logo for 1st Gen Day.
- Need to fill the President Elect position. Dori spoke with Lisa Black who sounded like she may be interested.
  - **Action:** Dori will follow up with Lisa
- Next meeting is June 15 and it is in-person. Bangor would be more convenient for those coming from Presque Isle.
  - **Action:** Dori and Tony will work on finding a room and, just as importantly, food.

**President Elect: Mary Kate Barbosa**

- Meeting minutes are still missing from 4-12-17. Mary Kate spoke with Kate and tried to follow the trail, but have not been able to find them.
  - **Action:** A record should be made of the search to find the minutes as well as a description of topics covered.
- Mary Kate did a great job on the “Maine Basket” at NEOA.
- How are the new appointees added? President Elect, Secretary, and Treasurer are voted on by the membership (even returners). All other positions are appointed by the President at the start of her term in September.
  - **Action:** Once a President Elect has been found an email can go out to the membership for a vote.

**Motion to Adjourn: Laurie**

**Second: Tony**

**1:37pm**