

**MEEOA Board Meeting Minutes March 19, 2020**  
**Zoom, 1 – 3 pm**

**Attendees:** Steve Visco, Casey Henderson, Kate Walsh, Karen Keim, Andrew Henry, Andrew Long, Mary Kate Barbosa, Tony Staffiere, Eric Pratt, Nikolas Lallemand, Mary Sinclair

**Call to Order 1:00pm**

**Roll Call- Quorum Established**

- Nik suggested to record the meeting and agreed to do so.

**Approve Agenda**

- Mary asked to add some information about NEOA business meeting and discussion about how programs are working during quarantine/work from home.
- Mary motioned to accept, Eric seconded, all approve.

**Treasurer's Report (Nik Lallemand)**

- The 501c4 has been updated, the Maine State Filing Report has been updated with MEEOA Board Contact info and this info is in the Box drive.
- Policy Seminar: the hotel costs for were reimbursed, still trying to figure out flight costs. NEOA may partially reimburse flights if we cannot get any back from the airlines.
- Paypal- Nik and Casey have been working on this and signed MEEOA up for it. There is a 2.9% plus \$.30 fee per transaction. Steve said this fee seems well worth the work and time it will save.
- **Action Item:** Nik motioned for the board to approve the use of Paypal for MEEOA income. Mary Kate seconded. Passed unanimously. Nik and Casey were thanked for their work on this!
- **Action Item:** Mary Kate motioned to accept, Kate seconded. Passed unanimously.

**Secretary's Report**

- Steve shared the minutes from the December board meeting, since it was the last meeting with a quorum. No discussion.
- **Action Item:** Mary Kate motioned to approve December Board meeting minutes, Andrew Henry seconded. Passed unanimously.

**State Meeting**

- Steve wondered if we should we hold this remotely via Zoom, and it was agreed by the group. The difficulty might be establishing a quorum. A

Google Form will be sent for use as ballots in voting, and Casey will put together a mailing list of paid members for sending ballots.

- At this point, all positions will have someone on the ballot, except for Conference! Nik and Lisa would like to return as Treasurer and Secretary, and Sam Prosser has agreed to serve as President Elect. There was some talk about a few USM folks wanting to do the conference, but nothing has been confirmed. Andrew L. will ask around.
- Would like to get the meeting in before the NEOA meeting (which is Thurs, 4/2/20). Decided on Wednesday, 4/1/20 at 10:00am. The slate can and will be mailed after the meeting.
- Steve will send out the information, as well as check in on how things are going with students and what student needs are.
- During the meeting, Steve will stress minimizing report time and maximizing time to talk. To accomplish this, Board members will email out reports ahead of time and just briefly highlight during the meeting. Steve will work on an agenda.
- Nominations for NEOA Board- happens naturally as the President and Past President.
- NEOA meeting will happen virtually. The vote will happen via Google forms after the meeting and be open for one week.
- There have been some conversations about ways to do the 2020 NEOA conference, looking at either August or September, but that is very preliminary at this point. Individual registrations will be refunded.

### **Policy Seminar**

- Cancellations update: COE is doing Policy Seminar online, and online registration was extended. COE will email out the registration link 24 hours in advance.
- The MEEOA flights were not eligible for cancellation, but Steve is working toward getting a voucher for a future flight.
- Department of Education update is happening on Monday. COE expects to share about the SSS grants but not anything about the pandemic or future predictions.
- “Hill” visits will happen virtually. Eric has been able to schedule with Senator King’s education aid and Rep. Golden’s office. He has not heard from Rep. Pingree’s office and is waiting to hear back from Sen. Collins’ office for availability.

### **TRIO and GEAR UP Advocacy Day Report (Tony Staffiere)**

- Nearly 80 people participated.
- There were great addresses from Sen. Millette and two awesome KVCC students.

- MEEOA was recognized in both the House and Senate chambers. Chris Young worked with Tony to set that up.
- Steve read a recognition from Gov. Mills.
- Sarah Gideon and her staff member (an SSS and McNair alum) stopped by, as well as a representative of Sen. Collins. Each spent time listening to students and staff present.
- Approximately 50 people went to UMA for the tour there.
- We had good media coverage by three different outlets.

### **Fair Share Brainstorming**

- It seems apparent COE will or may take a financial hit from moving Policy Seminar online.
- Steve would like to do some brainstorming about how to get more money or donations for them.
- Karen wondered if the NEOA online auction was happening still, and if so, could either a percentage or a few items go directly to Fair Share?
- Lisa had some ideas, so the board decided to table this idea and check with her again.

### **Hospitality Zoom**

- By losing the NEOA conference, Mary Kate thought it would be fun to do something virtual for all MEEOA to get together.
- It may be overwhelming for some people, but it could be really helpful for some people working from home.
- Steve thought this could be a good way to replace the “rally” that will not be happening at the end of Policy Seminar. He will send out a Zoom invitation for Wed, 3/25, at 5pm.

### **New Business**

- The MEEOA board has had a hard time getting enough members for a quorum. Steve wanted to explore proxy voting for members. Karen essentially does this already with having Andrew coming to meetings and trading off who votes. Potentially, if someone could not make a meeting, they could send someone else in their place.
- Voted-in positions (President, President Elect, Past President, Treasurer, and Secretary) would require a membership vote for making this change, but the change could be voted on by the board to make this change for the standing committee chairs.
- This discussion was tabled for next time.

### **Technology (Casey Henderson)**

- The website was successfully moved over to a private host. So far, performance seems to be good.

- We upgraded to a “secure connection” for enhanced privacy.

### **Membership (Kate Walsh)**

- Unpaid: 17 conference registrations, 26 individual memberships, 3 program memberships are unpaid. Kate will follow up.

### **Development (Andrew Long)**

- Andrew talked with Adam Lee who was unaware of MEEOA, TRIO, or Gear Up programs. Adam was very interested and had lots of questions, and would like to meet up for lunch (someday post-corona).

### **Alumni (Andrew Henry)**

- Andrew plans to take some time in the coming weeks to become more familiar with the alumni database, see how he may be able to utilize it more.

### **Public Relations (Tony)**

- Tony would like to know the MEEOA stance on distance learning, and if we should be doing more for communication. Steve suggested holding off until the state meeting.
- Mary thought it would be nice to offer ways for people to connect on a regular basis. Perhaps offer a weekly Zoom meeting? It would be attended by people who want the interaction and support.
  - Decided this could be figured out after policy seminar.
- There should be more information after the Department of Ed update next week.

### **Government Relations (Eric Pratt)**

- Eric has been working with Jen Rudolph to reach out to people in Maine who effect policy regarding education. This brought about some of the contacts of people who came to TGUAD (Sarah Gideon, for example).
- This is something that can and will be replicated to other states.

### **Adjourn Meeting**

- Mary motioned to adjourn, Eric seconded.