

**Minutes of MEOOA Executive Board Meeting**  
**Zoom Virtual meeting**

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**December 19, 2019 • 1-3**

**In attendance:** Steve Visco, Nik Lallemand, Eric Pratt, Dave Megquier, Tony Staffiere, Mary Sinclair, Mary Kate Barbosa, Andrew Henry, Andrew Long, and Lisa Black

**Call to Order** Welcome. Call to order at 1:04 pm.

**Roll Call** Quorum established.

**OFFICER REPORTS**

**President's Report:**

All approved.

**Past President's Report:** Sam Prosser is interested in running for President Elect and will put her name forth at the April Business Meeting. Alyssa West may be interested in being TRIO Day Chair. MK would like to get Talent Search and Upward Bound to help with TRIO Day 2021. She is trying to connect with USM as they are closest. Mary Kate noted that the Director's List on MEOOA the website is not correct, but that the list on the Factbook is correct—MK will send to Casey to update website

**President-Elect's Report:** Nothing new to report as President Elect.

**Treasurer's Report:** Nik reported that we had a major deposit last week and only one major expense (our 501c3 payment), so we are currently at \$33,503.77. Electronic payments from UMaine are still an issue. Mary noted that some conference registration checks don't say who they are for—just the institution they are coming from. Still room to improve our process there. Mary Kate motioned to approve Treasurer's report. Andrew Long seconded. All approved

**Secretary's Report:** Steve edited the November minutes so the respective locations/years for upcoming TRIO Days are correct

Mary Kate motioned to approve. Andrew Henry seconded. All approved.

## STANDING COMMITTEE REPORTS

**Alumni Committee:** Andrew and Steve met to choose recipients for 2020 Rising Star and Achiever Awards (2 for each). All but one have confirmed attendance. It would be ideal for recipients to accept their awards with prepared remarks. Steve noted that they will be speaking at the end of a very long day. Board decided to allot 10 mins to speak per recipient (including their intro)

Next steps will be for Andrew to order the awards. Board recommended using Cushman's out of Presque Isle again this year. Steve noted that because there have been multiple phishing attempts, Board should be sure to include invoices when asking Nik for payments

**Policy Seminar:** Steve hopes to have alums who will attend Policy identified by February—sooner is better. He plans to interview them again before appointing them

### **Conference:**

- Registration: We are at 99 registered guests!
- Budget: Mary stated that we are at \$14,513 for the total budget. The committee will receive NEOA PD funds which will be used to pay for lunch for the non-members who will be attending. She also noted that the award recipients are being asked to travel long distances to accept awards on Thursday evening with no offer of hotel. Mary motioned to pay the hotel expense for the 4 award recipients and 2 keynote speakers. Andrew Henry seconded. All approved
- Content: We now have two great keynote speakers! Allison Hepler, UMF History Professor and Maine House District 53 Rep, will give the keynote in the morning and Pender Makin, Commissioner of Education, will do the opening remarks for policy discussion

Shelbie has been collecting auction items—she has requested help figuring out what to use in the live and chance auctions and we need spare change, which Nik will take responsibility for. Dave noted that he believes FB is accessible—viewers can toggle a closed caption option. Mary is also tracking down 50/50 raffle tickets: Steve has some and Kate may as well

Eric is brainstorming livestream / recording options, possibly Facebook live. Steve requested a few minutes for MEOEA Board to meet at breakfast Thursday morning

- Press Release: Mary plans to connect with Tony on press release details

#### **Development:**

- Andrew Long reached out to Adam Lee from Lee Auto Malls for a donation—he cannot donate this year but wants to reconnect in Jan to reconsider the request in the new fiscal year
- Andrew Henry and Karen are working on sponsorship request from Husson University

#### **Government Relations:**

- Eric reported that he has invited ME legislators to MEOEA policy discussion, with one confirmed guest so far. He plans to do another round of invitations
- Congress passed a spending bill to fund government through this fiscal year which preserves our increase. The increase is \$30 million, with a final appropriations bill of \$109 billion. This will include a \$5 million dollar increase for GEAR UP and an increase to Pell of \$150 per award (max award will now be \$6345)
- The final SSS RFP has finally been released with a Jan 27 due date. It will include 2 new CPPs
- Mary Kate reported a possible Jan 17<sup>th</sup> in-state SSS grant writing day

#### **Membership**

- The most recent rosters are in Box. We have lots of unpaid folks, but some of this could be due to electronic reporting issues

**Public Relations:** Tony is working on a short video highlighting Maine First Gen Day 2019. Please let Tony know if there is anything you would like help with any promotions for 2020

#### **AD HOC COMMITTEE REPORT OUTS**

**Factbook:** Sara sent along an updated draft via email

**Fair Share:** Dave reported that we are at 52% of our goal, but spring is when we get a lot of activity with institutional renewals. The conference committee had the idea to include a page describing what COE is in the conference program and why membership is so important. Other ideas include having a Fair Share donation form in the program and showing a video. Dave encouraged committee members to make contributions if haven't already.

**Newsletter:** Nothing new to report

**Strategic Plan:** Elaine Leavitt created a list of position duties for the NEOA strategic plan which Eric would like to replicate for ours

**Technology:** Nothing new to report

**Advocacy Day:** Tony reminded the Board that it will be March 10 at the State House followed by UMA college day. He has a few ideas for bringing back older initiatives including getting the governor more involved.

**Old Business:** Nothing new to report

**New Business:** Nothing new to report

Mary Sinclair motioned to adjourn. Andrew Henry seconded.

**Adjourn at 2:19**