

**Notes (Unofficial Minutes) from MEEOA Executive Board Meeting
Zoom Virtual meeting**

January 16, 2020 • 1-3

In attendance: Steve Visco, Casey Henderson, Andrew Long, Elyse Pratt-Ronco, Eric Pratt, Mary Sinclair, Bonnie Lucas, Lisa Black. Kate Walsh joined late.

Call to Order Welcome; call to order at 1:04 pm.

Roll Call Could not establish a quorum (snow day!).

OFFICER REPORTS

President's Report:

Steve has reserved 3 rooms for Policy at the block rate for 5 nights. Costs could pile up quickly, with hotel alone exceeding budget, so we will need to strategize who attends what to ensure early bird rates and to trim hotel costs. Steve plans to order airfare all at once. In the past, programs have sometimes paid when UB staff have traveled with alums, other times MEEOA has paid. NEOA will give us \$4,000 toward costs. In the past, some sponsors have assisted, but in general businesses are reluctant to sponsor lobbying.

Mary asked if there will be a deadline for accepting applications—Steve agreed that we need one. Steve will coordinate with Andrew Henry tomorrow to send a call for applications and establish a timeline. The nomination form is in Box.

Past President's Report: Mary Kate could not attend. Past-President's report tabled.

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

Treasurer's Report: Nik could not attend. Treasurer's report tabled.

Secretary's Report: Lisa asked if there are ways for programs to make Fair Share donations to offset requests to individual members, which can be unintentionally alienating. There is nothing currently in place, but the Board members in attendance agreed that this is something to be sensitive to, especially with a growing membership of new professionals who are recent TRIO alums. No quorum to approve December minutes. December minutes tabled.

STANDING COMMITTEE REPORTS

Alumni Committee: Not in attendance.

Conference: Committee has started a list of recommendations for next year and is working on reviewing conference evaluations. They will put Shelbie's recommendations from 2019 and the 2020 recommendations in Box so the new 2021 chairs will have a growing list of ideas for doing things differently (we need to rethink the auction in particular—maybe pub trivia?).

Mary stated that it looks like we turned a profit with the conference, but the committee is still not sure because of the ongoing issues with tracking payments. If revenue comes in as it is supposed to, we will have covered the cost of the conference and sponsorships will be a bonus. The committee will connect with Kate to track down payments, and then will hand them off to Nik who will close conference these transactions as treasurer.

Other details of note: the venue was great to work with--no issues with food, cold rooms, or other perennial issues. The Black Bear Inn is cheaper, but we would not have been able to fit everyone. Steve thinks it is worth moving to different areas of the state so northern programs don't always have to drive so far.

Next steps: we need to nail down conference and TRIO Day committees and get to work on the venue soon. There has been some interest, but no firm commitments yet. TRIO Day is just one month after the conference; together, this is a lot to take on. If we go with the Atlantic Oceanside in Bar Harbor again, that would cut down on at least some of the work.

Elyse advocated that the conference budget needs to be a little bigger moving forward, as every other location the committee explored far exceeded our budget. Steve feels better about increasing registration fees now that we've given people a year's notice but noted that this is the most MEEOA has ever spent on a conference. Elyse stated that our overall budget is large enough that some funds could potentially be reallocated to the conference. Steve does not disagree, but wants to be judicious about increased costs, expense to membership, and the change this would represent.

Steve reported a suggestion from Lynn Ploof Davis after hearing the keynote address. Lynn suggested that MEEOA get a regular meeting in Augusta with the Commissioner of Education so we can stay on her radar and continue to educate her on our mission and the work we do, as she currently has a strong K-12 focus. Jen Rudolph from COE suggested that MEEOA see if

anyone else in Maine's government is focused on higher ed and build a relationship with them. Jason from Educate Maine might be a good resource, and Elyse noted that the list of individuals we invited to the disparities conference is also quite comprehensive. She suggested staying in contact with that list more intentionally and even sending them our Fact Book. Steve and Eric will continue to work on this.

Development: Nothing new to report

Government Relations: Nothing new to report

Membership: Kate has been sending out invoices and receipts for conference payments. Steve will ask Nik if there are more details on payments and will circle back around to Kate afterward. Sometimes direct deposits come with an invoice with names attached, but not always—this is especially an issue with University of Maine system schools.

AD HOC COMMITTEE REPORT OUTS

Factbook: Not in attendance.

Fair Share: Not in attendance.

Newsletter: Not in attendance.

Strategic Plan: Not in attendance.

Technology: Casey is about to start making arrangements to move our website, the preparation for which has been in the works for a while now.

Advocacy Day: Not in attendance.

Old Business: Nothing to report

New Business: Nothing to report

Adjourned at 2:05