

MEEOA January Business Meeting
 January 8, 2021
 Zoom, 11:00 am – 12:40 pm

PARTICIPANTS: MEEOA Membership (66 members present)

Agenda Item	Discussion
Welcome and Opening	
Call to Order	1:02
<ul style="list-style-type: none"> Action Item: Approve Agenda 	<p>Mary Sinclair presented the agenda for the January 2021 State Business meeting.</p> <ul style="list-style-type: none"> Mary Kate Barbosa motioned to approve the agenda. Tony Staffiere seconded. 48 members voted to approve, zero voted no and zero abstained.
<ul style="list-style-type: none"> Action Item: Approve 2020 January and April state Business Meeting minutes 	<p>Mary presented the minutes from the January and April 2020 Business meetings.</p> <ul style="list-style-type: none"> Steve Visco motioned to approve the January 2020 Business meeting minutes. Odilia Harmon seconded. 41 members voted to approved, zero voted no and two abstained. Mary Kate Barbosa motioned to approve the April 2020 Business meeting minutes. Eric Pratt seconded. 39 voted to approve, zero voted no, and five abstained.
Officers' Reports	
President's Report: Mary Sinclair	<p>Mary Sinclair presented her report. Her work this year has centered around the theme of "refresh," and she highlighted the following MEEOA Board achievements during this time of change:</p> <ul style="list-style-type: none"> The SSS slate was delayed—the Board was able to build on all the work MEEOA has done with Senator Collins's office over the years to get the SSS slate released sooner than we might otherwise have been able to. We lost York County Community College's SSS program, but are proud of all our refunded SSS programs and welcome 3 new SSS grants to Maine! Mary was able to fill two vacant MEEOA Board Positions: Terri Plummer is the new Alumni Chair and Ginny Ward is the Leadership Chair

	<ul style="list-style-type: none"> • Mary worked with the NEOA Diversity Committee this year with the goal of empowering MEEOA to also be proactive in developing more inclusive practices and policies • Mary is joining other regional presidents in COE’s Emerging Leaders Institute. Sam Prosser (President Elect) will also be participating • The Board is making plans for this year’s virtual Policy Seminar—please let Mary know if you have any alumni who would be good representatives for MEEOA, particularly alums of Talent Search and EOC • We have a new MEEOA logo, which will be unveiled later in the agenda!
<p>Past-President’s Report: Steve Visco</p>	<ul style="list-style-type: none"> • As Past President, Steve is co-chairing the nominations committee for the new slate of Board members. We are always looking for a bigger Board—the more voices, the stronger we are! • Steve Visco explained the President, Past President, and President Elect structure of the MEEOA board, which enables the incoming president to observe for a year before assuming that role formally. When the president elect steps into the role of president, the past president is available for the duration of their term for consultation, and both president and past president spend the year mentoring the president elect • This year, Steve acted as a liaison to NEOA through his work as a NEOA Finance Committee member and helped found the NEOA Diversity, Equity, and Inclusion committee • Steve also participated in the COE Executive Leadership Institute. Last year it was at Harvard; this coming year it will be at Princeton
<p>President-Elect’s Report: Sam Prosser</p>	<ul style="list-style-type: none"> • As President Elect, Sam Prosser has been active in a number of ways this year, including recruiting new members for MEEOA and NEOA, assisting to develop our new logo, and serving on the 2021 Conference Committee • Sam will be attending COE’s Leadership Institute and attending Policy to further prepare for the role of MEEOA president

<p>Treasurer's Report: Nik Lallemand</p> <ul style="list-style-type: none"> • Action Item: Accept Treasurer's Report 	<ul style="list-style-type: none"> • Nik sent the membership the 2019-2020 and 2020-2021 budgets in advance of the meeting. We ended 2020 with \$2,195 • This year Nik worked with Kate Walsh, membership chair, to streamlined the systems used to track revenue and expenses • Nik also worked with Casey to set up a MEEOA PayPal account—this has revolutionized the way our members make payments! • Becky Colannino asked if the University of Maine system allows credit card and PayPal for conference registrations. Nik affirmed that this is indeed the case. • We are currently at \$5,850 in net revenue. Nik noted that we aren't spending as much due to COVID • Nik also noted our \$5,000 Fair Share contribution to COE in 2020. Fair Share is critical to the long term success of individual programs, and Nik cited his personal experience as a first time grant applicant and the invaluable support COE and MEEOA/NEOA provided • Mary asked Nik to explain the conference registration line on last year's spreadsheet—it looks like there was no revenue for conference registrations, but there is a large balance in another line. • Nik explained this was due to programs who pay for multiple registrations in bulk—the spreadsheet doesn't break them out so they are listed in a different line. Nik does have a list of paid registrations that he verified with Kate. Their new process will enable them to track individual registrations more efficiently in the future. • Mary asked for a motion to approve the budget. Kate motioned to approve. Mary Kate seconded. 46 members voted to approve. No members voted no, and 1 abstained.
<p>Secretary's Report: Lisa Black</p>	<ul style="list-style-type: none"> • Lisa Black said that the role of MEEOA secretary is an excellent way to get to know MEEOA and the different kinds of programs it represents. It is also an ideal foundation for anyone considering the president's position. • Lisa stated that the minutes for the monthly MEEOA Board meetings can be found on the website and explained a new initiative to send highlights of interest to

	MEEOA member program directors, inviting anyone interested to contact her with questions or suggestions for the Board
Standing Committee Reports	
Alumni: Terri Plummer	<ul style="list-style-type: none"> • Terri Plummer stated that she has really appreciated the opportunity to build more alumni development opportunities this year as Alumni Chair • This year, Terri developed a new Lifelong Learner award and streamlined the nomination process for this and the Rising Star and Achiever awards
Conference: Sam Prosser, Linda Freeman, and Katharine Lualdi	<ul style="list-style-type: none"> • Sam, Linda, and Katharine have appreciated the opportunity to plan this year's conference! They asked conference attendees to please fill out the feedback surveys available on the conference website
Development: Andrew Long	<ul style="list-style-type: none"> • Andrew was able to secure two conference sponsorships this year despite the pandemic • He is looking for ways to build more sustainable development opportunities beyond conference sponsorships, including ways to send more students and alumni to Policy Seminar • Please let Andrew know if you'd like to get involved. There is a plan in the works to offer MEEOA merchandise in the future!
Government Relations: Eric Pratt	<ul style="list-style-type: none"> • Eric noted that this year has been very busy. In his role as Government Relations Chair, Eric serves as a liaison between COE, ED, and the MEEOA membership • This year, USM, SMCC, and CMCC were all awarded second grants (USM from the funding band!) • COE's Policy Seminar was remote in 2020, but the virtual Hill visits were successful • Policy will be hybrid this year, but Maine will attend virtually • Right now the focus is on the COVID relief packages being discussed and thinking ahead to plans for the new administration
Membership: Kate Walsh	<ul style="list-style-type: none"> • Kate would welcome anyone who would like to shadow or assist with the work she does as membership chair

	<ul style="list-style-type: none"> • She noted that the quest to match payments with the institutions and members who make them is ongoing—if you made a payment but don't see a receipt from Kate, please let her know so she can match payments up!
Public Relations/ TRIO and GEAR UP Advocacy Day Chair: Tony Staffiere	<ul style="list-style-type: none"> • Tony stated that on May 11th 2020, MEEOA's Advocacy Day event was the next to last group event held at the State House before it shut down due to the pandemic. We sent 82 participants with many different programs represented, and we also had an official proclamation last year with Chris Young assisting to make this happen • This year's Advocacy Day (Hall of Flags) event will be on April 6, 2021—we are planning for a virtual event unless circumstances dramatically change • Due to the remote nature of our work this past year, the need for public relations via social media platforms has been more important than ever. To this end, Tony has created a new YouTube page • TRIO Day 2021 is coming up—please send Tony any additional PR request you may have • Mary unveiled the new MEEOA logo that Keith Reinemann, Doris Juarez, Eric Pratt were especially instrumental in finalizing
Ad-Hoc Committee Reports	
Webmaster: Casey Henderson	<ul style="list-style-type: none"> • Casey worked with the conference committee to plan and implement this year's virtual conference • He is currently working on the tech arrangements with the 2021 TRIO Day committee and does ongoing maintenance on the website and listserv. Casey is also researching cloud-based storage options for the MEEOA Board
Leadership Development: Ginny Ward	<ul style="list-style-type: none"> • Ginny's intention as Leadership Development Chair this year was to provide a space for people to connect while working remotely • She organized two events this past fall—a post-election debrief and a program roundtable discussion • Coming up, Ginny hopes to host deeper-dives on conference session topics and a new leadership series featuring asynchronous modules with three live debriefs over Zoom

Factbook: Mary	<ul style="list-style-type: none"> Plans for the 2021 Factbook construction is in the works—please watch for info from Mary and Eric. It will probably be in a digital format this year.
Fair Share: Dave	<ul style="list-style-type: none"> Dave Megquier provided an overview of Fair Share—it is a way to support COE through institutional memberships and individual donations that goes directly into unrestricted funds. This is critical because unrestricted funds can be used for advocacy whereas other funds cannot Dave noted that COE is the only reason TRIO exists and that they are responsible for the federal budgetary increases that allow us to stay in operation MEEOA is currently at 58% of Fair Share donations which is typical for this time of year. With regard to institutional memberships, we are at \$21,400 as a result of nine program renewals. Two programs are due to renew their memberships and four will be due in the spring With regard to individual contributions, we have raised \$1,344 from six total donors, five of whom are monthly contributors Last year, programs raised a total of \$52,904 (23 individual donors collectively raised \$3,754 and MEEOA had an organizational contribution of \$5,000) Steve provided the link to donate to Fair Share in the chat—Dave noted that paper forms are also available for anyone who is more comfortable with that format. Dave is also willing to be a liaison to ensure secure, direct delivery
New Business	
	<ul style="list-style-type: none"> TRiO Day—Doris Juarez and Michelle Richards presented an overview of plans for this year’s TRIO Day—they are representing Maine as the event’s co-chairs. TRIO Day will take place virtually over the course of three days: 2/16 – 2/18 from 3-6pm Day 1 will have the theme of Community Day—it will feature a community service panel and workshops all centering on the theme of community. They have contacted NASA to make a formal request for Maine astronaut Jessica Meir to speak

	<ul style="list-style-type: none"> • Day 2 will be Education Day, featuring a College Fair, an Industry Fair, and an alumni panel • Day 3 will be Advocacy Day, featuring TRIO History, congressional speakers, and workshops focusing on advocacy. The keynote speaker will be Dr. Anthony Jack (Harvard professor and author of <i>The Privileged Poor</i>) • Registration opens 1/11. All participants will receive a TRIO Day winter hat!
Adjourn Meeting	Linda Freeman motioned to adjourn at 12:40, Andrew Long seconded. All approved.