

MEEOA January Business Meeting

April 7, 2021

Zoom, 4:00pm

PARTICIPANTS: MEEOA Membership (27 members present)

Agenda Item	Discussion
<b>Welcome and Opening</b>	
<b>Call to Order</b>	<b>4:35</b>
<ul style="list-style-type: none"> <li><b>Action Item:</b> Approve Agenda</li> </ul>	<ul style="list-style-type: none"> <li>Mary Sinclair welcomed the MEEOA membership by presenting the Jam Board from the 2021 MEEOA/ GEAR UP Advocacy Day, an event that exceeded expectations in a virtual format</li> <li>Mary presented the agenda for the April 2021 State Business meeting. Samantha Prosser motioned to approve the agenda. Eric Pratt seconded. Mary reminded any non-members in attendance not to vote and asked members to unmute and vote. All members voted to approve, zero voted no.</li> </ul>
<ul style="list-style-type: none"> <li><b>Action Item:</b> Approve 2020 January and April state Business Meeting minutes</li> </ul>	<ul style="list-style-type: none"> <li>Mary presented the minutes from the January 2021 Business meeting</li> <li>Ginny motioned to approve the January 2021 Business meeting minutes. Nik seconded. All members voted to approved, zero voted no.</li> </ul>
<b>Officers' Reports</b>	
President's Report: Mary Sinclair	<p>Mary Sinclair presented her report with highlights from the past few months</p> <ul style="list-style-type: none"> <li>NEOA's TRIO Days, spearheaded by Maine, deserve a huge shout out!</li> <li>MEEOA has applied for a NEOA State initiative grant to offer StrengthsFinder to leadership participants and the Board</li> <li>Mary thanked the membership for its advocacy, stating that MEEOA's work has continued when our students needed it the most</li> </ul>
Past-President's Report: Steve Visco	<ul style="list-style-type: none"> <li>As past president, Steve Visco is the nominations chair for the MEEOA Board. He shared that the president elect / president / past president structure is ideal for</li> </ul>

	<p>transitioning newcomers into this role. Please contact any Board member if you are interested</p> <ul style="list-style-type: none"> <li>• Steve also noted that Fair Share is crucial to TRIO's success and highlighted the ways members can donate—any amount is great</li> </ul>
President-Elect's Report: Sam Prosser	<ul style="list-style-type: none"> <li>• Sam Prosser participated in Policy Seminar and the MEEOA Leadership Institute (as both an attendee and a panelist)</li> <li>• Sam is working on the 2022 conference—please let her know if you'd like to join the planning committee</li> </ul>
<p>Treasurer's Report: Nik Lallemand</p> <ul style="list-style-type: none"> <li>• <b>Action Item:</b> Accept Treasurer's Report</li> </ul>	<ul style="list-style-type: none"> <li>• Nik Lallemand presented highlights from the past year, including adopting PayPal, PayModeX, and Nvoicepay and working with the MEEOA Membership chair to streamline budget reconciliation process</li> <li>• We increased our reserves this year due to reduced spending</li> <li>• We made a \$5,000 FairShare contribution to COE in 2020—this is critical to the long-term success of all TRIO programs</li> <li>• Our income this year was \$17,575.58, our expenses as of today are \$2,051.99, and our reserves total \$35,813.05</li> <li>• Nik shared his screen to compare last year's budget to this year's—we are in a much better place fiscally than last year</li> <li>• Mary asked for a motion to approve the budget. Mary Kate Barbosa motioned to approve. Steve seconded. All members voted to approve. No members voted no.</li> </ul>
Secretary's Report: Lisa Black	<ul style="list-style-type: none"> <li>• Lisa Black talked about her experience as MEEOA secretary and urged any members interested in this role to contact her. It is a great way to get to know all the different programs and serve TRIO in a different capacity</li> </ul>
<b>Standing Committee Reports</b>	
Alumni: Terri Plummer	<ul style="list-style-type: none"> <li>• Terri Plummer is working on revising the Alumni directory</li> <li>• She will be hosting a competition between programs to get more alumni in the directory—stay tuned</li> </ul>
Conference: Linda Freeman	<ul style="list-style-type: none"> <li>• Linda Freeman enjoyed working on the conference and is thrilled to hear that it made money</li> </ul>

Development: Andrew Long	<ul style="list-style-type: none"> <li>• Andrew Long is working to increase funding for both members and students. He is continuing to build relationships with potential donors and follow up with donors from years past. Please let him know if you'd like to join the Development Committee!</li> </ul>
Government Relations: Eric Pratt	<ul style="list-style-type: none"> <li>• Eric Pratt recapped this year's successful Policy Seminar</li> <li>• MEEOA met with all four congressional reps—Collins, King, Pingree, and Golden</li> <li>• Our asks were to commit to doubling Pell and TRIO over the next 5 years. All reps were waiting to see the President's budget before committing, but they all support TRIO strongly</li> <li>• Eric also led a panel for TRIO Day with Darylen Cote, Dr. Charlie Desmond, and Congressman Golden regarding the importance of advocacy for education at local and federal levels</li> </ul>
Membership: Kate Walsh	<ul style="list-style-type: none"> <li>• Kate Walsh reported that we are doing well with memberships—we have only two unpaid individual memberships and just one unpaid conference registration, with Kate recently following up on each.</li> </ul>
<b>Ad-Hoc Committee Reports</b>	
Webmaster: Casey Henderson	<ul style="list-style-type: none"> <li>• Casey worked with the MEEOA and NEOA conference committees as well as the TRIO Days and Advocacy Day chairs to plan the tech for these events and implement the virtual platforms necessary for all</li> <li>• Casey also renewed our web hosting for two years and conducted the research on cloud storage options necessary to lead the Board's transition to a personal Box Drive account</li> </ul>
Leadership Development: Ginny Ward	<ul style="list-style-type: none"> <li>• Ginny Ward offered highlights on the Leadership Institute she is coordinating—they have had three meetings so far, and they've been fantastic.</li> <li>• Ginny hopes this will be a springboard for additional leadership opportunities to come</li> </ul>
Fair Share: Dave Megquier	<ul style="list-style-type: none"> <li>• Dave Megquier provided an overview of Fair Share—it is a way to support COE through institutional memberships and individual donations that go directly into</li> </ul>

	<p>unrestricted funds. This is critical because unrestricted funds may be used for advocacy whereas other funds cannot</p> <ul style="list-style-type: none"> <li>• Dave noted that COE is the only reason TRIO exists and that COE is responsible for the federal budgetary increases that allow us to stay in operation</li> <li>• MEEOA is currently at 58% of Fair Share donations which is typical for this time of year.</li> <li>• 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</li> <li>• With regard to individual contributions, we have raised \$1,344 from six total donors, five of whom are monthly contributors</li> <li>• 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)</li> <li>• 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</li> </ul>
<b>New Business</b>	
	<ul style="list-style-type: none"> <li>• Mary presented proposed changes to the MEEOA constitution, including general mechanical edits and changes to several instances of gendered language. MEEOA's membership will be asked to vote to approve the changes after the meeting</li> <li>• Mary stated that she would love to see MEEOA make our constitution even more inclusive beyond these edits down the line. Please let Mary know if you are interested in working on this.</li> <li>• Ginny asked if there is a timeframe for notifying members of proposed constitutional changes before a vote. Mary referenced a bylaw that states membership should be informed "not less than 15 and not more than 45 days" before voting. If we vote within the next week or two, we will be within 45 days.</li> </ul>
<b>Adjourn Meeting</b>	Steve motioned to adjourn at 5:27, Ginny seconded. All approved.

