

**MEEOA Executive Committee Meeting
February 16, 2022
Zoom, 2:00 PM to 4:00 PM**

PARTICIPANTS:					
Name:	Absent:	Present:	Name:	Absent:	Present:
Mary Sinclair		X	Andrew Long		X
Steve Visco	X		Kate Walsh		X
Sam Prosser		X	Terri Plummer		X
Nik Lallemand		X	Casey Henderson	X	
Alyssa West		X	Ginny Ward		
Linda Freeman		X	Kelsey Bailey		X
Chris Vogel	X		Terry Charlton		X
			Damara Chesley		X

Agenda Item	Discussion	Next Steps
Welcome and Opening		
Call to Order	2:10 PM	
<ul style="list-style-type: none"> Action Item: Approve Agenda 	Sam presented the agenda for the February Board meeting. Nik motioned to approve it. Kate seconded. All in favor.	
<ul style="list-style-type: none"> Action Item: Approve month minutes 	Sam presented the minutes from the month meetings. Mary motioned to approve. Nik seconded. Terry abstained, all others in favor.	
<ul style="list-style-type: none"> Action Item: 		

Officers' Reports		
President's Report: Sam	<ul style="list-style-type: none"> ● 2.1 & 2.3 political advocacy: met with Terri and Mary and decided on alums for policy. Going in person. Hotel booked but may be using another cheaper option to reduce costs as much as possible. ● 1.2 & 1.4: began planning for an in person PD event on advocacy; Kelsey and Ginny helping. Meeting scheduled next week for anyone interested. ● 2.6 NEOA state initiative grant: awarded and also received the Spraggins grant. Now have \$1,000 total for that day. ● Ongoing attendance at NEOA state president meetings and NEOA board meetings. ● 3.1 fostering leadership: talked with Aaron Dombroski who is interested in government relations. Chris V. also interested. Will try to create a way for them to tag team. ● Reported results of vote to select Terry Charlton as president elect. One abstention, but the rest said yes. 	
Past-President's Report: Mary	<ul style="list-style-type: none"> ● Sam hit all of the points she would have mentioned since they worked together on most things. 	
President-Elect's Report: Terry	<ul style="list-style-type: none"> ● Nothing to report as she was just voted in. 	
Treasurer's Report: Nik	<ul style="list-style-type: none"> ● \$37,047.46 as of 2/11/22 ● Some expenses hit since last meeting, including NEOA membership and policy expenses; requested copies of receipts from Mary. Some discrepancies on receipt due to the way COE had Mary register but will connect to review. ● Total expenses \$4390 ● Some income from individual memberships and conference registrations and ads for a total of \$2647.28 	<ul style="list-style-type: none"> ●

	<ul style="list-style-type: none"> ● Projected amount after deposits and transfers of \$39,019.74 ● Based on past projections and other years, we are sitting at about \$10,000 more than what we would normally be at during this time of year, largely due to virtual conference the last two years. ● Question asked about doing a CD to grow or keeping liquid; Nik will research options. ● Andrew motioned to approve, Linda seconded; all approved. 	
Secretary's Report: Alyssa	<ul style="list-style-type: none"> ● Moved meeting minutes in Box to make them more easy to find and not buried within reports 	
Standing Committee Reports		
Alumni	<ul style="list-style-type: none"> ● Haven't met as a committee since January ● Alumni awards received but didn't get an invoice. Will call and ask. ● Met with Mary and Sam to decide on alumni at policy. ● Sent award to UMPI for race. 	●
Conference: Kelsey & Linda	<ul style="list-style-type: none"> ● Not many updates; slow period. ● Planning to start regular meetings in March, 2023 in person. Interest from Lisa at USM for committee but additional support would be helpful. ● Linda made a suggestion to consider having the conference in person every other year to save money and help those who don't find January to be a good time. Should survey the membership for feedback. 	●
Development: Andrew	<ul style="list-style-type: none"> ● Could not return bubble wrap; added to left over conference supplies in Gorham office. Could use other leftovers for PD day or add to the NEOA state basket or policy. 	●

	<ul style="list-style-type: none"> ● Met with Casey in January to talk about website and updating sponsorship on the website with names, emails, links, etc. ● Checking to see if all ads and sponsors are paid. Will follow up with Kate and Nik. 	
Government Relations: Vacant	<ul style="list-style-type: none"> ● Vacant 	
Membership: Kate	<ul style="list-style-type: none"> ● Checked all funding sources, nothing new. 68 paid individual memberships, 19 renewed but unpaid, down from last report. 11 unpaid conference registrations. Will reach out to those people this month to collect and let us know if she needs support. ● Nik suggested finding time to talk about it again; Paypal has option to request money with an invoice, which might help by sending a direct link to people. ● 	
Public Relations/ TRIO and GEAR UP Advocacy Day Chair: Tony	<ul style="list-style-type: none"> ● Tony absent but sent report ● P1: sent notices for registrations on all platforms ● P2: 2022 advocacy day virtual on 3/16 3:30-5:00 PM; please include him in planning and recommendations for someone to take on this role 	
Ad-Hoc Committee Reports		
Technology: Casey	<ul style="list-style-type: none"> ● Absent but submitted report: ● P1: updated software providing secure connection to MEEOA website; no fee ● Need to update MEEOA domain; sent Nik details for doing that and options for choosing 1, 3, 5 or 10 years. Discussed different options and decided to purchase 3 years. Nik will work on. ● Helped set up online election for president elect. 	
Leadership Development: Ginny	<ul style="list-style-type: none"> ● Ginny Absent 	
Factbook: Elyse	<ul style="list-style-type: none"> ● Absent; Elyse working on 	

Fair Share: Steve	<ul style="list-style-type: none"> ● Absent; no report; Didn't think they met the deadline for meeting 10/10 	
Old Business		
	<ul style="list-style-type: none"> ● MEEOA PD: asked Nik about a topic for admin; discussed contact who is trained in Strengths Finder but also other curriculum through Disney Institute about customer service; will talk to him. ● MEEOA Factbook: Elyse working on; discussion about whether or not to include Gear Up. Given the time constraints, we will move on without the hard data but include note about losing funding for X number of students. Discussed options for printing. NEOA has grant for this purpose. Discussed what photos to use and how many copies. Will print 50 and send digital copies to programs. ● Reviewed voting president elect already in president's report ● Chris V. to attend policy but UMF paying for allowable funds so there is little budgetary impact. ● 	
New Business		
Adjourn Meeting	Mary motioned to adjourn at 3:45 PM, Terry seconded. All in favor.	