

**MEEOA Executive Committee Meeting**  
**March 9, 2022**  
**Zoom, 2:00 PM to 4:00 PM**

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

Agenda Item	Discussion	Next Steps
Welcome and Opening		
Call to Order	2:03 PM	
<ul style="list-style-type: none"> <li>● <b>Action Item:</b> Approve Agenda</li> </ul>	Sam presented the agenda for the March Board meeting. Kate motioned to approve it. Mary seconded. All in favor.	
<ul style="list-style-type: none"> <li>● <b>Action Item:</b> Approve month minutes</li> </ul>	Sam presented the minutes from the month meetings. Linda motioned to approve. Nik seconded. All in favor.	
<ul style="list-style-type: none"> <li>● <b>Action Item:</b></li> </ul>		
Officers' Reports		

<p>President's Report: Sam</p>	<ul style="list-style-type: none"> <li>● 2.1 ongoing policy seminar discussion with Mary; sending Doris instead of Alyssa; Doris is an alum recently accepted into Harvard and brings a strong story. Booked cheaper hotel and cancelled Hyatt but kept one room there to have a place for staff to go during the day. Worked with Andrew to get sponsorship for the Factbook. Worked with board and Elyse to create and edit the Factbook.</li> <li>● 2.3 met with committee for education funding; met with Senator Collins to discuss increase in education funding, TRIO in particular; FAME and CC system used their one minute to support increase for funding. Martin and Katie were well versed in TRIO and confirmed it's a priority; trying to get 2023 appropriations letter signed by Collins</li> <li>● 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.</li> <li>● 1.2, 3.2 &amp; 1.4: began planning for an in person PD event on advocacy; Kelsey and Ginny helping.</li> <li>● 3.1 onboarding Aaron and Chris as GR staff</li> </ul>	
<p>Past-President's Report: Mary</p>	<ul style="list-style-type: none"> <li>● Similar things as Sam; nominated UB student to speak at Advocacy Day. Student accepted to Colby through Questbridge.</li> <li>● Working on Factbook printing and getting costs covered</li> <li>● Met with Katharine to prep for next year</li> <li>● Policy: getting leg work done; appointments scheduled with Collins and King and hoping they will actually meet in person. Collins confirmed to come in person Tuesday.</li> <li>●</li> </ul>	

President-Elect's Report: Terry	<ul style="list-style-type: none"> <li>● Nothing to report as she was just voted in.</li> </ul>	
Treasurer's Report: Nik	<ul style="list-style-type: none"> <li>● \$34,711.20</li> <li>● Expenses since last meeting included postage, domain registry for three years, 990n form for 501c3 tax exempt status, NEOA conference ad, policy expenses, a total of \$4,458.54</li> <li>● Income since last meeting includes individual memberships and sponsorships totaling \$471.37</li> <li>● Total projected after all deposits and transfers \$35,230.39</li> <li>● Action item from last meeting: asked TD bank about options for surplus; looked at last three years to see how much surplus we had, looking back six years for trends. Reassuring to see we are in a healthy place. Should we invest some of those into an account to grow? Shared some CD options with rates of return, around 5-10%, which would mean \$500 for tying up \$5,000. Not sure if TD is best option.</li> <li>● Paypal helpful in making membership payments easier</li> <li>● Discussed idea of having a virtual conference every other year; may be a discussion point with membership about prioritizing sending people to policy over in person conference</li> <li>● Kelsey motioned to approve, Terri seconded; all approved.</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>
Secretary's Report: Alyssa	<ul style="list-style-type: none"> <li>● None</li> </ul>	
<b><u>Standing Committee Reports</u></b>		
Alumni	<ul style="list-style-type: none"> <li>● Quite; took January off from alumni. Meeting on Monday and will be ramping up alumni engagement race again</li> <li>● Will work on ways to engage alums who were registered.</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>

Conference: Kelsey & Linda	<ul style="list-style-type: none"> <li>● Not many updates now</li> <li>● Trying to plan for 2023 conference</li> <li>● Working with Sam, Mary, Ginny on in person PD Day in May</li> <li>● Needs support from others for 2023; Lisa may help but very busy; would be great to get help from other parts of Maine.</li> <li>● Casey to help with website and tech, registration, etc.</li> <li>● Send Kelsey any ideas</li> </ul>	●
Development: Andrew	<ul style="list-style-type: none"> <li>● Will follow up with TY cards for conference</li> <li>● Has mug for Karen K</li> <li>● Lots of extra mugs to share</li> <li>● Will check with Nik to make sure sponsorships have been received</li> <li>● Working with Mary, Linda, Sam to find ad for Factbook. Coordinated with Cyber Copy to get printed. Will get it out early next week and will drop off with Sam to send to policy, along with mugs</li> </ul>	●
Government Relations: Vacant	<ul style="list-style-type: none"> <li>● Vacant</li> </ul>	
Membership: Kate	<ul style="list-style-type: none"> <li>● As of yesterday, 69 paid individual members, 18 not paid. 16 renewed paid programs. One additional conference registration paid. 77 paid conference registrations, 7 not paid.</li> <li>● Learned how to use Paypal to send reminders; some people may question if it's spam but Kate will work on adding her own identifying info to prevent that.</li> <li>● Question asked about when we assert requests for unpaid information. Kate has been doing so when workload decreased, which is June, but she's been more methodical this year and that's been helpful.</li> </ul>	

Public Relations/ TRIO and GEAR UP Advocacy Day Chair: Tony	<ul style="list-style-type: none"> <li>● Tony absent but sent report</li> <li>● P1: conduit between organizers; lots of traffic on social media</li> <li>● P2: amazing two months connecting with advocates; confirmed people to celebrate at the rally</li> <li>● Accomplishments: feel free to include him in meetings or outside conversations for PR rollout; looking for replacement for his role</li> </ul>	
<b>Ad-Hoc Committee Reports</b>		
Technology: Casey	<ul style="list-style-type: none"> <li>● Website updates as needed</li> <li>● Working with Tony on Advocacy Day</li> <li>● Worked with Nik to renew website domain for three more years</li> <li>● Let him know if you need help with anything</li> </ul>	
Leadership Development: Ginny	<ul style="list-style-type: none"> <li>● Ginny Absent</li> </ul>	
Factbook: Elyse	<ul style="list-style-type: none"> <li>● Absent; Elyse working on</li> </ul>	
Fair Share: Steve	<ul style="list-style-type: none"> <li>● Absent but sent a message to Sam; doing fine on fair share. Did not meet 10/10 goal of 18 but made it to 8.</li> <li>● Discussion around timing. Due by mid-February to get free policy registration, and goal set by previous numbers, so Maine is at 18 but other states have a lower bar.</li> </ul>	
<b>Old Business</b>		
	<ul style="list-style-type: none"> <li>● Repurchase website domain; complete</li> <li>● Policy Seminar: meeting tomorrow with team to plan and prepare; offer to answer questions. Sam, Terry, Chris, Mary, Doris, as MEEOA professionals and Monique and Kate as award winners and alum.</li> </ul>	
<b>New Business</b>		
	<ul style="list-style-type: none"> <li>● NEOA state basket: coffee/tea themed. Kate donating coasters, Sam local pottery, Mary local</li> </ul>	

	<p>coffee, Alyssa journal. Sam will get a basket. NEOA asked for donations to local brews to add to fair share football. Katharine to get honey and coffee and some stonewall food. MEEOA mugs can be added, and Terry C to look at local store for something to contribute.</p> <ul style="list-style-type: none"> <li>● Government relations position: Mary shared draft started last year of description. Will meet with Chris and Aaron to review duties and make a more finalized plan</li> <li>● Sam encouraged everyone to look at own positions and suggest any edits/changes by next month.</li> </ul>	
<p><b>Adjourn Meeting</b></p>	<p>Aaron motioned to adjourn at 3:18 PM, Nik seconded. All in favor.</p>	