

**MEEOA Executive Committee Meeting
November 10, 2021
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	x	
Linda Freeman	x		Kelsey Bailey		x

Agenda Item	Discussion	Next Steps
Welcome and Opening		
Call to Order	2:03	
<ul style="list-style-type: none"> ● Action Item: Approve Agenda 	Sam presented the agenda for the November Board meeting. Kate motioned to approve it. Mary seconded. All approved.	
<ul style="list-style-type: none"> ● Action Item: Approve month minutes 	Sam presented the minutes from the previous month's meetings. Nik motioned to approve. Kelsey seconded. All approved.	
Officers' Reports		
Treasurer's Report: Nik		

	<p>Current reserves of \$33321.93; slight increase from memberships; receiving payments for memberships and conference registrations.</p> <p>Program memberships seem on the rise earlier than last year.</p> <p>Contract signed for the keynote speaker, and invoice should be coming in soon.</p> <p>Kelsey motioned to approve. Mary seconded. All approved.</p>	
President's Report: Sam	<ul style="list-style-type: none"> ● Sam: met with Sanjay from King's office and they were well aware of issue with GEAR UP. Will follow up with him for an update. ● Nominated rising star applicant ● Shared COE poster project with NEOA for newsletter ● Hoping for publicity around Lisa Black's first gen college day that was awarded grant funds ● Working with conference committee to revise budget ● Signing contract for keynote speaker 	
Past-President's Report: Mary	<ul style="list-style-type: none"> ● Mary: working with Steve to find people to fill roles on board ● Suggestions made to get SSS directors or any other directors to take role, specifically in the government relations position. ● Discussed possibility of developing a different model all together and the need to bring that idea to the membership 	
President-Elect's Report: Vacant	<ul style="list-style-type: none"> ● Vacant 	
Secretary's Report: Alyssa	<ul style="list-style-type: none"> ● Alyssa: nothing to report 	
<u>Standing Committee Reports</u>		
Alumni	<ul style="list-style-type: none"> ● Terri: reviewing nominees for awards ● Reached out to the alumni from the directory responses and already have interest from some willing to join the board 	

	<ul style="list-style-type: none"> ● Asked for guidance on how many awards to give; no set amount 	
Conference: Kelsey & Linda	<ul style="list-style-type: none"> ● Kelsey: Continuing to work on conference ● Keynote confirmed ● Revised budget, much lower now that we're using a virtual format ● Registration is open but still low numbers; asked for ideas on how to encourage people and will send out some reminder emails ● Noted that gear Up was a big participant in past so we will lose attendees ● Schedule almost finalized ● Putting together goodie bags to be mailed to participants prior to event ● Finalizing booklet in next week or so ● Looking for replacement for DEI workshop/presenter 	<ul style="list-style-type: none"> ● Will send out emails reminding people to register ● Working on goodie bags ● Finalizing booklet
Development: Andrew	<ul style="list-style-type: none"> ● Andrew: continuing to outreach for sponsorships ● Working on goodie bags items but more expensive than anticipated due to mugs 	<ul style="list-style-type: none"> ● Working on goodie bags ● Finalizing booklet
Government Relations: Vacant	<ul style="list-style-type: none"> ● Vacant 	
Membership: Kate	<ul style="list-style-type: none"> ● Kate: shared update on paid program and individual membership payments 	
Public Relations/ TRIO and GEAR UP Advocacy Day Chair: Tony	<ul style="list-style-type: none"> ● Tony absent; still working on Hall of Flags but not open for registration yet ● Will be stepping down and need someone to fill this spot 	
<u>Ad-Hoc Committee Reports</u>		
Technology: Casey	<ul style="list-style-type: none"> ● Casey: Not much to report. Waiting on schedule so he can plan zoom sessions for conference. 	
Leadership Development: Ginny	<ul style="list-style-type: none"> ● Ginny absent 	
Factbook:	<ul style="list-style-type: none"> ● 	
Fair Share: Steve	<ul style="list-style-type: none"> ● Steve: had to leave early but reported target for 10/10 is 18. Last year we hit 15 and are at 5 this year so far. 	

	<ul style="list-style-type: none"> ● Reminded people about the COVID-19 survey due by Dec 1. ● Noted that Al Phillips is leaving COE and Vanessa will be taking over membership 	
<u>Old Business</u>		
	<ul style="list-style-type: none"> ● Strategic Plan tracking: use report template to outline strategic plan points that people should be targeting; helps with tracking progress on plan ● Filling roles: president elect and government relations still vacant 	
<u>New Business</u>		
	<ul style="list-style-type: none"> ● Individual memberships: discussed NEOA's model as a way to make them allowable; suggestion was made to talk with directors about whether or not offering an alternative payment option would be helpful for their budgets ● Subcommittees: still working on filling positions; Mary will send out requests. Suggestion made to talk during coffee hour at MEEOA about roles. ● PD ideas: suggestion made to offer a round table style in person event in May; Kelsey suggested this might fit with the follow up service offered by the keynote speaker ● Paul Spraggins grant: due 12/1 and available to use with PD funds to assist in strengthening initiatives. Very broad in scope. Could be used to support a workshop around advocacy. ● 1st Gen Celebration Day Chair: question asked about how to add a role to the board. Lisa Black could be interested in being brought on as a guide/support to help other programs. Additionally, the board could consider adding a role for a retiree who may still want to be involved. The consensus was that Sam could propose 	

	and the board could vote; tabled for another time when a quorum was present.	
Adjourn Meeting	Terri motioned to adjourn at 3:40 PM, Kelsey seconded. All approved.	