

May 10, 2024

Executive Committee Meeting Agenda

ATTENDANCE: Ginny Ward, Ashlee Fecteau, Steve Visco, Casey Henderson, Brad O'Brien, Sydney Brown, Abby Waceken, Lisa Black, Aaron Dombroski, Jasmine Olivares, Michelle Richards

10 Welcome & check in

10:15 Official meeting

Agenda Item	Discussion	Next Steps
Call to Order		
Action Item: Approve Agenda	Motion to approve agenda made by Steve, 2 nd made by Ashlee. All in favor to approve.	
Action Item: Approve March minutes	Motion to approve March minutes made by Sydney, 2 nd made by Aaron. All in favor to approve.	
Officers' Reports		
President's Report: Ginny	See report in box drive. • NEOA conference in April; slate was approved for 2024-2025. • Policy Seminar was great and successful; really good conversations. • Wrapped up Executive Leadership Institute • Continuing to meet with Finance committee; hope to wrap-up/make decisions this summer	
Past-President's Report: Terry	N/A (not present)	
President-Elect's Report: Michelle	See reports in box drive (April and May) • Wrapped up Executive Leadership Institute • Attended Advocacy Day • Continuing to work with Ginny and various committees; transitioning to President role • Continuing with State Initiatives project	
Treasurer's Report: Erin Action Item: Approve treasurer's report	See report in box drive. • For June, will have an updated overall budget for the coming year	

	Motion to approve treasurer's report made by Michelle, 2 nd made by Steve. All in favor to approve.	
<u>Standing Committee Reports</u>		
Advocacy Day Chair: Sydney	See report in box drive. • Advocacy Day was a success! A lot of positive feedback from all in attendance. • Working with some legislators to get some contact cards/program sheets handed out. • Attended New England Council event in Portland and spoke with Senator King about TRIO.	
Conference: Abby/Sue	• As of right now, planning conference for January. Thinking January 8th or 10th. • Still thinking of using UMA; is also going to check-in with Black Bear Inn. • Sue is planning to visit hotels in Augusta next week to get a sense of pricing. • Want to try to get one hotel for everyone. Potentially do banquet at hotel (pending cost). • Planning to bring back hospitality (one idea is hotel behind Margaritas and rent out a space at Margaritas). • Abby, Sue and Michelle are meeting next week to continue planning	
Membership: Kathryn	N/A (not present at meeting)	
Government Relations: Aaron & Chris	See report in box drive. • Policy Seminar went well; great interactions and great stories from alumni. • Was part of Senator Collins' coffee hour; spent about 20 minutes with Katie Brown • USM's UB program has 25+ students & staff in DC; coordinated a meeting with	

	both Senator King and Senator Collins (who posted the visit on her Facebook).	
Nominations & Elections: Terry	N/A	
Development: Andrew	N/A Will need to fill position for 2024-2025	
PR: Michelle	See reports in box drive. - Press release for Advocay Day went out; also had a news report.	
Technology: Casey	- Few website updates have occurred. - Factbook has been posted to the website. - Alumni database is in two different locations; a Google form and one on the MEEOA website. Looking at a way to merge the two.	
Alumni: vacant	N/A; currently vacant. Teri Mann is planning to step in for 2024-2025.	
<u>Ad-Hoc Committee Reports</u>		
First Gen Day: Vacant	Brian shared email from Tony about some updates: - Discussion about what does the board want to get out of the event, and what do we want to include. - NASPA FG grant is due in July. - Look at potential FG alums to be on a panel. - Continue with a virtual panel; potentially add Zoom rooms after for small group discussions. - Plan to meet end of July to discuss further (Brad, Lisa, Ashlee, Michelle and anyone else who would like to join)	
Leadership Development: Vacant	- Discussion of leadership training/institute and what it could look like. - Potentially invite alumni, membership, etc.	

	Ideas: Zoom, pre-conference to MEEOA, one day event	
Factbook: Brad	- Factbook was shared for Advocacy Day - Future discussion: branding for Factbook (color, fonts, etc.) - Look into adding people to assist with committee (areas involving data, design, writing) - Add a "Publications Chair", which then falls under Factbook	
Fair Share: Vacant	Ginny, Michelle, and Ashlee will have a conversation about how to fill the position, and potential option to add it to a different position (such as Membership)	
<u>Old Business</u>		
<u>New Business</u>		
Adjourn Official Meeting	Motion to adjourn made by Michelle, 2 nd made by Aaron. All in favor to adjourn.	

OTHER:

Transition manual

Ideas/brainstorming for fall