

5/2/2025
Executive Committee Meeting Agenda

Attendance: Ginny Ward, Casey Henderson, [Michelle Richards](#), [Ashlee Fecteau](#),
 Melissa Ivey, Jill Plummer, Sue Caron, Martha Burt

Agenda Item	Discussion	Next Steps
<u>Call to Order</u>		
Action Item: Approve Agenda	Motion to approve the agenda made by Melissa, 2nd made by Ashlee. All in favor. Agenda approved.	
Action Item: Approve Minutes	• Motion to approve March Minutes made by Sue, 2nd made by Ginny. • April Minutes presented as information as there was no quorum.	
<u>Officers' Reports</u>		
President's Report: Michelle	• Attended NEOA & Board Meeting • Sent letters to Pingree and Golden • Cont. state initiatives program • Cont. onboarding with Ashlee • Lead Business meeting at NEOA • Cont. Fair Share	
Past-President's Report: Ginny	• Successful for MEEOA president elect • Communication with Pingree's office.	
President-Elect's Report: Ashlee	• Cont. attending COE state leaders meeting • Attended NEOA conference • Cont. State initiatives program • Onboarding with Martha for Secretary • Preparing for MEEOA President role	
Treasurer's Report: Melissa Action Item: Action:	See Box Drive for more information • Current balance 40,201.11\$ • Policy seminar reimbursements complete. • Meeting with Ashlee in the summer to plan for next year.	

	• Meeting with Jill in the summer for 2026 membership. • Possible donation to Fair Share. • Motion to approve Treasurer's report made by Ginny, 2nd made by Sue. All in favor. Treasurer's report approved.	
<u>Standing Committee Reports</u>		
Advocacy Day Chair: Vacant	N/A	
Conference: Abby + Sue	• Looked at Augusta hotels for 2026 MEEOA Conference • The Senator Inn is a top contender. • Looking into Waterville/Bangor Area • Creating a timeline for next conference chairs.	
Membership: Jill	See Box Drive for more information • 104 memberships total • 90 are paid memberships • 14 are unpaid memberships. 4/14 are duplicates. • Sent an email to unpaid members. • Looking to have a better method to checking completed membership payments through Paypal. • Casey will amend duplicate records. • Program Memberships • Membership organization with Casey on hold. • Will meet with Michelle, Ashlee, and Casey for additional discussion.	
Government Relations: Aaron	See Box Drive for additional information	
Nominations & Elections: Ginny	• Virtual election for Martha as Secretary. • Voted on the complete slate in the April meeting.	
Development: Noelle	N/A	
PR: Jasmine	N/A	
Technology: Casey	• Website updates as needed.	
Alumni: Teri	N/A	
<u>Ad-Hoc Committee Reports</u>		

First Gen Day: Vacant	N/A	
Leadership Development: Vacant	N/A	
Factbook: Brad	N/A	
Fair Share: Vacant	N/A	
<u>New Business</u>		
Final Board Meeting	• In person meeting TBD. • May 30th would count as a June meeting. • Michelle will send out a survey for potential attendance.	
<u>Adjourn Official Meeting</u>	Motion to adjourn the meeting made by Ginny, 2nd made by Ashlee.	