

**NEOA Business Meeting Minutes**  
**April 2025**

**Motion to approve agenda made by Ginny, 2nd made by Sue. Agenda approved.**

**Motion to approve January meeting minutes made by Brian, 2nd made by Ebony. Three abstentions. Minutes approved.**

- President
  - See PowerPoint for more information
  - Attending COE State Initiatives, State Leaders, and Fair Share
  - Worked with President Elect to finish planning for Advocacy Day
  - Helped to plan and attend Policy Seminar
  - Attended April NEOA Board meeting
  - Assisted with onboarding new board members
  - Continue sharing COE information with membership
- Past-President
  - See PowerPoint for more information
  - Supported President in their role
  - Worked with board to help plan for policy seminar
  - Attended COE State Leaders meeting periodically
  - Worked with President and President-Elect to fill slate for election.
  - Supported incoming Treasurer's onboarding process
- President-Elect
  - See PowerPoint for more information
- Treasurer
  - See PowerPoint for more information
  - Current balance: 4/3/25, \$40603.63
  - Completing onboarding: added to bank account, review responsibilities and policies/procedures.
  - Working on Policy Seminar reimbursement
  - Review procedures for membership dues collections
  - Plan to work on budget for next year
  - **VOTE:**
    - **Motion to approve Treasurer's report made Ebony, 2nd made by Abby. All in favor. Treasurer's report approved.**
- Nominations and Elections
  - Slate to vote on:
    - President: Ashlee Fecteau
    - President Elect: Erin Nason
    - Treasurer: Melissa Ivey
    - Secretary: Martha Burt
    - NEOA State Liason: Michelle Richards
  - Motion to accept slate made by Steve, 2nd made by Terry C. All in favor. Slate approved.
- Government Relations

- Planned for and attended Policy Seminar as team leader
  - Policy Seminar Update
    - Met with staff from 3 out of 4 Congressional offices - still trying to secure a meeting with Congressman Golden
    - 3 alumni attended as part of team with 3 board members and 2 MEEOA members
- Conference Chairs
  - See PowerPoint for more information.
  - 86 registrants
  - Spent: \$10930.83
  - Earned: \$16743.00
  - Overall, conference grossed \$5812.17
  - Received feedback and will use to plan MEEOA Con 2026.
  - Plan to explore other potential venues in Maine, compare pricing (Black Bear Inn - Orono)
  - Begin to officially plan MEEOA Con 2026
- Development
  - Conference sponsorships: \$4500
  - Cleaning up fundraising spreadsheet
- Membership
  - See PowerPoint for more information
  - Met with Casey: navigating database, templates for reports, access to Box drive
  - Met with Michelle: responsibilities/procedures of role, how membership has been handled in the past
  - Sent out email to unpaid members to request payment
  - Working with current President and Treasurer to establish procedures around collection dues and recording in database
  - Work with Casey to clean up database (archiving old records)
- Technology
  - See PowerPoint for more information
  - Assisted with conference planning
  - Worked on MEEOA website updates as needed
  - Renewed meeo.org domain name for a few more years
  - Helped onboard new board members
- State Initiatives - Advocacy Day
  - 75 registered
  - Looking for someone to step into planning Advocacy Day
- Factbook
  - See PowerPoint for more information
  - Updated and shared at Advocacy Day
  - Located on the MEEOA website
  - Looking for someone to take over committee chair
- Fair Share
  - See PowerPoint for more information
  - FY 2025 goal for the 10 for 10 campaigns was 12, exceeding our goal by securing 13 donations!

- FY 2025 Institutional Membership goal is \$48194.00, we currently have \$42267.00
- **Motion to adjourn the meeting made by Ebony, 2nd made by Sue. Meeting adjourned.**