

2/6/2026

MEEOA Executive Committee Meeting Minutes

ATTENDANCE: Martha Burt, [Ashlee Fecteau](#), Casey Henderson, Michelle Richards, Melissa Ivey, [Aaron Dombroski](#), Jill Plummer, Christa, [Abby Waceken](#), [Erin Ouellette](#), Noelle Dubay.

Agenda Item	Discussion	Next Steps
Call to Order		
Action Item: Approve Agenda	Motion to approve the agenda made by Abby, second made by Melissa. All in favor.	
Action Item: Approve Minutes	Motion to approve the December 2025 Meeting Minutes made by Casey, second by Erin. All in favor. 1 abstention.	
Officers' Reports		
President's Report: Ashlee	<p>See report in the Box Drive</p> <ul style="list-style-type: none">● Cont participation in COE state leaders meetings● Cont participation in NEOA● Priority 2. Michelle Erin, Ashlee met regarding advocacy.● Working with the Policy Seminar team.● Discussed Senator Collins participation in Policy Seminar.● Met with NEEOA president Jones and director of TRIO at UMF to discuss the COE lawsuit.● Working on grant applications● Met with conference chairs about MEEOA Con revenue and other outcomes.	
Past-President's Report: Michelle	<p>See report in the Box Drive</p> <ul style="list-style-type: none">● Cont participation in state leaders COE.● Cont advocacy day planning meetings● Cont outreach to delegation.● Planning for policy seminar<ul style="list-style-type: none">○ Team is decided; Erin, Aaron, Michelle.○ Meeting with alumni.	

	<ul style="list-style-type: none"> ● Outreach to fill board positions. ● Cont. National TRIO Alumni Association Program. ● Met with NEOA past president about Fair Share. ● Assisted conference committee with MEEOA Con. 	
President-Elect's Report: Erin	<p>See report in the Box Drive</p> <ul style="list-style-type: none"> ● Cont state leaders meetings ● Registered for Policy Seminar ● Advocacy Day Prep ● Attended COE policy seminar workshop. ● Worked with Toby on Factbook. ● Debriefed MEEOA Con. 	
Secretary's Report: Martha	See Box Drive for the most recent Meeting Minutes.	
Treasurer's Report: Melissa Action Item: Motion to approve the treasurers report made by Michelle. Second by Erin. All in Favor. Action:	<p>Report in the Box Drive</p> <ul style="list-style-type: none"> ● Wrapped up MEEOA Con costs and budget items. ● IRS form completed. ● 501c3 renewal budgeted at \$60. ● Under budget for MEEOA Con. ● The budget has been updated in the Box Drive. ● Updated cell phone number for dual factor authentication. 	
Standing Committee Reports		
State Initiatives: Christa	<ul style="list-style-type: none"> ● Swag for events. ● Nailing down speakers for Advocacy Day. ● Looking to send out information to the ListServ. 	
Conference: Abby + Sue	<p>Report in the Box Drive</p> <ul style="list-style-type: none"> ● Collected remaining payments. ● Raised over \$5,000 for MEEOA. ● Looked over Feedback. <ul style="list-style-type: none"> ○ Overall positive. ○ Keynote was perfect. ○ Workshops were highly rated. 	

	<ul style="list-style-type: none"> ○ Blackbear Inn received a higher rating than the Senator Inn. ○ Catering reviews were mixed. ○ Hospitality was highly rated. ○ Schedule was highly rated. ○ The largest concern was about the audio and ADA accommodations. ● Thanked speakers for coming. ● Creating a timeline and guide for future conference chairs. 	
Membership: Jill	<p>See report in the Box Drive</p> <ul style="list-style-type: none"> ● 71 individual memberships <ul style="list-style-type: none"> ○ 67 paid ○ 4 unpaid. ● Send out reminders to stakeholders. ● 11 program memberships, <ul style="list-style-type: none"> ○ All are paid. ● Looking for methods to increase membership. ● Potential outreach to the NEOA membership committee to discuss how they conduct and manage their membership. 	
Government Relations: Aaron	<ul style="list-style-type: none"> ● Logistics on Policy Seminar ● 4 - 10 factbooks to bring along. ● Looking to send out requests to meet with the staff. 	
Nominations & Elections: Michelle	<ul style="list-style-type: none"> ● Potential interest for the president elect. ● Will be reaching out to board members for continued participation. ● Next year's NEOA TRIO Day is in Maine. 	
Development: Noelle	<ul style="list-style-type: none"> ● Sent out survey to stakeholders about the new fund for TRIO students affected by recent program cuts. 	

	<ul style="list-style-type: none"> ● Looking for ways to fundraise. 	
PR: Jasmine	<ul style="list-style-type: none"> ● Chair not present. 	
Technology: Casey	<ul style="list-style-type: none"> ● See Report in the Box Drive ● Looking to migrate the website to another platform such as WordPress or Squarespace. 	
Alumni: Teri	<ul style="list-style-type: none"> ● Chair not present. 	
Ad-Hoc Committee Reports		
Leadership Development: <i>Vacant</i>	N/A	
Factbook: Tobey	<ul style="list-style-type: none"> ● Met with Ashlee and Erin. ● Sent email to directors in the state with info about their programs. ● Pictures received from MEEOA Con. ● General layout and design. 	
Fair Share: Michelle	<ul style="list-style-type: none"> ● State goal was 12. Currently at 14. ● Frontrunner in NE! ● Received free waiver. 	
Old Business		
<ul style="list-style-type: none"> ● Paul T Spraggins Grant Application ● Finalize Strategic Plan 		
New Business		
<ul style="list-style-type: none"> ● Procedure for fundraising/sponsorships (Development) ● Ideas for raising money/revenue 	<ul style="list-style-type: none"> ● With the new fund, consideration for a procedure document on how to collect fundraising, and sponsorship, and how it is allocated. ● Looking for more ideas to increase revenue. Silent actions, raffles, etc. 	
Adjourn Official Meeting		
	Motion to adjourn the meeting made by Michelle. Second by Abby. All in Favor.	