

11/21/2025
MEEOA Executive Committee Meeting Agenda

ATTENDANCE: [Casey Henderson](#), [Martha Burt](#), [Melissa Ivey](#), [Michelle Richards](#), [Ashlee Fecteau](#), [Aaron Dombroski](#), [Abby Waceken](#), [Erin Ouelette](#), [Noelle Dubay](#), & [Jasmine Olivares](#).

Agenda Item	Discussion	Next Steps
Call to Order		
Action Item: Approve Agenda	Motion to approve the agenda made by Casey. 2nd made by Melissa. All in favor. Agenda approved.	
Action Item: Approve Minutes	Motion to approve the agenda made by Casey. 2nd made by Aaron. All in favor. Minutes approved.	
Officers' Reports		
President's Report: Ashlee	<ul style="list-style-type: none"> ● Cont. participation in COE state leaders meetings ● Attending NEOA State Leadership Strategic Planning meetings. ● Cont. shared updates with membership. ● Michelle, Erin, and Abby, Sue & Ashlee cont. Conference planning. ● Michelle, Erin, Ashlee met regarding government relations. ● Assisted Christa in sending correspondence regarding state initiatives. ● Cont correspondence with COE regarding TRIO gains, government support, and further updates. 	
Past-President's Report: Michelle	<ul style="list-style-type: none"> ● Attended NEOA board meeting. ● Participating in NEOA strategic planning sub committee. ● Participation in the targeted state advocacy plan. ● Erin, Ashlee, and Michelle to meet with President Jones in December about National TRIO Day. 	

	<ul style="list-style-type: none"> ● Cont. outreach to senator Collins. ● Met with new board members Tobey, and Christa. ● Began a National Trio Alumni Association cohort program in Maine. ● Strategic plan edits were made. ● Cont. monitoring Fair Share. 	
President-Elect's Report: Erin	<ul style="list-style-type: none"> ● Attended state leaders meetings ● Met with ashlee and michelle to discuss lobbying, etc. ● COE government relations meeting. ● Additional conference meetings. 	
Secretary's Report: Martha	See Meeting Minutes in the Box	
Treasurer's Report: Melissa Action Item: Vote on Treasurer's Report. Action: Motion to approve the Treasurer's Report made by Michelle. 2nd made by Erin. All in Favor.	<p>See the Treasurer's Report in the Box.</p> <ul style="list-style-type: none"> ● Adding Ashlee to the bank account. ● Removed Ginny Ward from the account. ● Making membership deposits. ● Black Bear Inn deposit paid. 	
<u>Standing Committee Reports</u>		
State Initiatives: Christa	<ul style="list-style-type: none"> ● Sent out RSVP form ● Meeting with Michelle, Ashlee and Erin to discuss planning advocacy. 	
Conference: Abby + Sue	<ul style="list-style-type: none"> ● Opened MEOOA conference registration. ● Speakers have been contacted. ● Some workshops have been confirmed. Looking for a few more. ● Potential Roundtable options. ● Cont. pre conference planning. ● Looking to confirming a Keynote speaker. ● Preparing the silent auction. 	
Membership: Jill	See report in the Box Membership chair not present.	

Government Relations: Aaron	<ul style="list-style-type: none"> Cont. monitoring of the status of the Department of Education. Preparing for Policy Seminar. 	
Nominations & Elections: Michelle	<ul style="list-style-type: none"> Preparing NEOA slate for April conference. 	
Development: Noelle	<p>See report in the Box</p> <ul style="list-style-type: none"> Sent out appeal to major supporters. Reaching out to support who has not been as active in recent years. Further investigating for MEOEA to fund activities for programs. Considering sending out an anonymous survey. Board Members requested to review before sending out to programs. 	
PR: Jasmine	<p>See report in the Box</p> <ul style="list-style-type: none"> Created event page on facebook. Will send out reminders for conference registration. Flyer to accompany email about advocacy. Post scheduled for today (11/21) to call for presenters and workshops at MEOEA conference. 	
Technology: Casey	<p>See report in the Box</p> <ul style="list-style-type: none"> Conference registration is up and working. Posted Advocacy Day information. Preparing technology needs for the MEOEA conference. 	
Alumni: Teri	Alumni chair not present.	
<u>Ad-Hoc Committee Reports</u>		
Leadership Development: <i>Vacant</i>	N/A	
Factbook: Tobey	Factbook chair not present.	
Fair Share: Michelle	<p>See report in the Box</p> <ul style="list-style-type: none"> The state goal is 12. 5 completed for Maine 	

<u>Old Business</u>		
<ul style="list-style-type: none"> ● Update Strategic Plan ● Discuss Transition Manual 		
<u>New Business</u>		
<ul style="list-style-type: none"> ● Paul T Spraggins Grant Application 	<ul style="list-style-type: none"> ● Due December 1st. ● Funds used for advocacy day. ● Grant funds to be potentially spent on alumni advocacy. ● Michelle, Erin, and Ashlee to work on application. 	
<u>Adjourn Official Meeting</u>	Motion to adjourn the meeting made by Michelle. 2nd made by Melissa. All in favor.	