

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.	
<u>Officers' Reports</u>		
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.	See the Treasurer's Report in the Box. <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 MEEOA 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 MEEOA 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 MEEOA 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 MEEOA 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.	