9/12/2025
Executive Committee Meeting Agenda
Attendance: Casey Henderson, Aaron Dombroski, Martha Burt, Michelle Richards, Ashlee Fecteau, Abby Waceken, Noelle Dubay, Erin Nason

| Agenda Item | | Discussion | Next Steps |
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| **Call to Order** | | | |
| **Action Item:** Approve Agenda | | Motion to approve the agenda made by Aaron. 2nd made by Abby. All in favor. Agenda approved. | |
| **Action Item:** Approve Minutes | | Motion to approve the June minutes made by Casey. 2nd made by Michelle. All in favor. Minutes approved. 1 Abstention. | |
| **Officers' Reports** | | | |
| President's Report: Ashlee | | • Attended recent COE state leaders meeting.<br>• Meeting with Abby, Sue, Erin, Michelle about the conference.<br>• Settling in and organizing into the role.<br>• Intends make monthly meeting schedule.<br>• Transition manual updates ongoing. | |
| Past-President's Report: Michelle | | • Settling into new role.<br>• Cont. involvement in COE state initiatives & leaders meetings.<br>• Attended the NEOA award meeting in June.<br>• Attended annual COE conference in Chicago & state leaders caucus.<br>• Cont. attending COE and NEOA community calls. | |

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| | | • Cont. outreach to the delegation.<br>• Advocacy day is scheduled at the State House for March 4th 2026.<br>• Met with the conference committee.<br>• Meeting with new members.<br>• Met with Ashlee, and Erin about the upcoming year.<br>• In tune with Fair Share. | |
| President-Elect's Report: Erin | | • Intends to join State Leaders monthly meetings.<br>• Met with Ashlee, Michelle, Abby, and Sue for conferences. | |
| Treasurer's Report: Melissa<br>Action Item:<br>Action: | | Not present.<br>• See report in the Box for more information.<br>• Discussed to update Professional Development grant in 2024-2025 budget. Gave out 125.00$ that was given to Erin Nason.<br>• Discussed increase in NEOA Membership to 400.00$ for FY 2026 budget.<br>• Discussed need to correct NEOA conference hospitality suite expenses. There were no expenses.<br>• Discussed scheduling a meeting with Ashlee, Michelle, and Melissa to discuss NEOA Conference 2024 expenses. | |

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| | | • Discussed Michelle to give Melissa the receipt for the Auction basket.<br>• Will table voting on the proposed FY 2026 budget pending edits. Will vote at the October 2025 MEEOA Board meeting. | |
| **Standing Committee Reports** | | | |
| Advocacy Day Chair: Vacant | | • Michelle to fill in.<br>• March 4th 2026 at the State House. | |
| Conference: Abby + Sue | | • Black Bear Inn as a potential venue.<br>• Met with Sue, Michelle, Erin, and Ashlee.<br>• January 7-9th 2026.<br>• Sue and Abby to tour the Black Bear Inn next week.<br>• Save the date to come soon.<br>• Potential keynote speakers in progress.<br>• Preconference details in progress. | |
| Membership: Jill | | Not present.<br>• See report in the Box for more information.<br>• Discussed to meet with Jill about changing or clarifying information regarding membership & corresponding fees. As well as exploring conference chair fee waivers. | |
| Government Relations: Aaron | | • Waiting for GANS to be released. | |

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| | | • Looks like funding will be backed to September 1.<br>• Bipartisan letter sent to the department to senators. Sen. King & Sen. Collins have signed on.<br>• The forecast is generally positive in the event that the rest of the GANS are released.<br>• Asking for advocacy efforts to loop in Aaron. | |
| Nominations & Elections: Michelle | | • Open to recommendations of peers who want to get involved. | |
| Development: Noelle | | • Planning on proceeding as usual. | |
| PR: Jasmine | | Not Present | |
| Technology: Casey | | • Updated website<br>• Contact Casey for advocacy efforts to be posted on the website.<br>• Intentions to upgrade the website to squarespace or wordpress.<br>• Will post the GMA TRIO segment.<br>• Will post Ashlee's Sun Journal Article. | |
| Alumni: Teri | | Not Present | |
| **Ad-Hoc Committee Reports** | | | |
| First Gen Day: Vacant | | N/A | |
| Leadership Development: Vacant | | N/A | |
| Factbook: Brad | | N/A | |
| Fair Share: Vacant | | • Goal met and exceeded by 1. | |

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| | | • For the next meeting there will be an updated report. | |
| **Old Business** | | | |
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| **New Business** | | | |
| Review transition manual<br>Vacant positions | | • Take a look at your role as a board member before the next Board Meeting and see what needs to be updated for the transition manual.<br>• Discussion will continue at the October Board Meeting.<br>update the strategic plan. | |
| Strategic Plan: Michelle | | • Updating the strategic plan.<br>• Plan to meet with the Strategic Planning Committee at NEOA at their next board meeting for more information.<br>• The plan is to come to the October Board Meeting with more information. | |
| **Adjourn Official Meeting** | | Motion to adjourn made by Abby. 2nd Michelle. All in Favor. | |