

**New England Educational Opportunity Association
Board of Directors Meeting Minutes
Tuesday, April 8, 2014
The Holiday Inn
Bridgeport, CT**

Tuesday, April 8th	<i>Casual attire is suggested for today's events.</i>
12:00 pm	Arrive – The Holiday Inn & Conference Center – Lido Room
12:00 – 12:15 pm	Welcome – Karen Keim
12:15 – 2:00 pm	<p>Work Sessions:</p> <ul style="list-style-type: none"> • Technology Committee Meeting – Casey Henderson For Chairs of Newsletter, Public Relations, Membership, Alumni, Secretary and Committee Members – Discussion of conference needs and website upgrade
12:15 – 2:00 pm	<ul style="list-style-type: none"> • Finance Committee Meeting – Karen Madden For Chairs of TRIO Day, Annual Conference, Professional Development, and Committee Members - Budget review, policy seminar and development plan review
2:15pm- 6:00 pm	<p>NEOA Official Board of Directors Meeting</p> <p>Roll Call – Gaelyn Hastings</p> <p>Call to Order – Karen Keim Action: Approval of Agenda</p> <p>Secretary's Report Action: Acceptance of January 2014 Board Meeting Minutes</p> <p>Treasurer's Report Action: Acceptance of Treasurer's Report</p> <p>Past President's Report</p> <p>President's Report</p> <p>President-Elect's Report</p> <p>Vice-President's Report/Conference Committee</p> <p>State Reports: Connecticut Maine</p>

	Massachusetts New Hampshire Rhode Island Vermont Committee Reports: Finance Committee Development Strategic Planning Bylaws State Initiatives Legislative & Education TRIO Day Professional Development Technology Public Relations Membership Alumni NEOA Achiever
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MEMBERS PRESENT 4/8/14:

Karen Keim, Evette Layne, Randy Schroeder, Cecilia Nugent, Allison Cox, Gaelyn Hastings, Shawn Graham, Todd Moellendick, Charles Youn, Adam Edgerton, Laura Mielke, Stephanie Cruz, Casey Henderson, Monda Kelley, Andrew Goodwin, Karen Madden, Angela Quitadamo, Ramon Gonzalez

GUESTS PRESENT 4/8/14:

ABSENT 4/8/14:

Tammy Gewehr, Julie Kimball, Robert Pote, Sarah Morrell, Rebecca Sonn, Jennifer Jones, Chris Turner

Andrew Goodwin Item	Discussion	Action
	See list above for NEOA board members	Quorum established 17/24 by Gaelyn Hastings 4/8/14 At: 2:02pm

<p>Roll Call – Gaelyn Hastings</p> <p>Call to Order – Karen Keim</p> <p>Action: Approval of Agenda</p>	<p>4/8/14 Meeting was called to order Karen Keim – 2:00pm promptly, quorum established – 17/24 at 2:02pm</p> <p>Evette Layne motions to approve the agenda Shawn Graham Seconds Agenda is approved unanimously at 2:03</p>	<p>Evette Layne motions to approve the agenda Shawn Graham Seconds Agenda is approved unanimously at 2:03</p>
<p>Secretary’s Report</p>	<p>Minutes from last meeting reviewed Secretary’s Report Action: Acceptance of January 2014 Board Meeting Minutes Evette Layne motions to approve the minutes Stephanie Cruz seconds Minutes pass unanimously at 2:05pm</p>	<p>Evette Layne motions to approve the minutes Stephanie Cruz seconds Minutes pass unanimously at 2:05pm</p>
<p>Treasurer’s Report</p> <p>Action: Acceptance of Treasurer’s Report</p>	<p>Allison Cox Reports Out</p> <ul style="list-style-type: none"> • Reviews reports- Please see report • Account Audit completed • Registration is coming along • Silent auction still will make money at this point • ASA check for \$10,000 did arrive- looking to what line to place this • Member dues – have come in • TRIO day was awesome- still outstanding bills of a few hundred dollars- great bottom line • Expenses- the conference will change things as they come in but should be very close to budget- not very different • Accountant Audit completed – Financial Review Completed-still working on taxes (Extension through June) • Please get policy reimbursements in- VT done 	<p>Andrew Goodwin motions to accept the treasurers report Evette Layne seconds Accepted and report passes unanimously 2:31pm</p>
<p>Past President</p>	<p>Evette Layne Reports Out</p> <ul style="list-style-type: none"> • See her report • COE leadership summit was good- Education Department could be more substantive • Worked on fulling slate for NEOA board- close <ul style="list-style-type: none"> ○ She is working on State Liaisons. Have a few states represented but still working on others- floor is still open- will pass out ballot at business meeting- states need to make 	

	<p>paper ballots for positions with two candidates</p> <ul style="list-style-type: none"> • During NEOA Business meeting ensuring those are members that vote- have to be paid membership 	
Presidents Report	<p>Karen Keim Reports Out</p> <ul style="list-style-type: none"> • Please see her report • TRIO Day- thanks to stewardship of Julie Kimball – 736 attendance – Randy took pictures and uploaded to snapfish for the students to take pictures with them– 65 videos recorded and we will use them as we need them- postcards well received • COE- served on leadership summit group- <ul style="list-style-type: none"> ○ Co-chair national communication committee for COE- some of the direction came from our first board meeting of quick brainstorming. TRIO-The poverty killing machine. ○ Also serves on conference committee –doing a huge celebration for UB 50th anniversary- requesting that all UB’s to take out an advertisement- Conference held in Washington DC and Angela Bassett asked to speak etc.- UB’s to participate in video – Date: 9/7/14-9/11/14 - Location: Washington Marriot Wardman Park • Worked with Allison on biggingforgood.com • Favorite aspect this year has been supporting and working the students at the NE leadership summit 	
President-Elect’s Report	<p>Randy Schroeder Reports Out</p> <ul style="list-style-type: none"> • Please see report • Of the 12 NE Senators 11 signed onto the Collins letter- Kelly Ayotte only hold out • SSS huge focus because it’s a writing year. Official announcement looks like it will be late- possibly December • 6-8 tonight SSS discussion on upcoming grant • Fairshare- right now \$10,000 goal is \$30,000 <ul style="list-style-type: none"> ○ Working on the institutional membership – really focusing on colleges ○ The Football is back- end of business meeting ○ If board could really help to educate others on what COE does- please share this wisdom • Making progress on next year’s conference- NH – sending out RFP’s- would like to start to target great speakers and workshops etc. Would like speakers to give something back to us. • Plenary Thursday morning– UNH alumnus great story- Zack Bazzi • Board positions – please let him know who is interested and who is not so he can start thinking about that. 	

	<ul style="list-style-type: none"> • COE TRIO National Achievers -Please think about someone to nominate. • Karen Keim shared that during policy 33 legislators were visited- 27 agreed to submit the increase in funding- We have many COE board members and COE president attending our conference to look at a model that works and use it on other areas of the country. 	
Leadership Institute	Leadership Institute is now named the Arnold Mitchem Leadership Institute, Craig Werth will be the director, he will recruiting and presenting at the conference.	
Vice-President Report/Conference Committee	<p>Cecilia Nugent Reports Out</p> <ul style="list-style-type: none"> • Please see her report • Conference is here- thank everyone for being here 170 people registered for entire conference – 1 day registration is at sixteen people– and eighteen people for preconference • Senator Murphy is speaking for 10-15 minutes (9-10am) Friday morning schedule has changed- she is sending it to us today electronically- Alumni panel after the Senator speaks • Recycled TRIO day bags – saved cost • Evette Layne- New comers reception –twenty-eight new comers registered for newcomer’s reception- asking board members to participate in new comer’s reception –sign their badge to finish their project. Karen Keim will speak and first NEOP President will speak – Marion Belgrave Howard • Evette Layne-circulating a list of questions for alumni panel- would like to have many from us • Randy asks board to be prepared to ask Senator Murphy a question – research a bit – Angela Q. sending out recent info. 	
State Reports:		
Vermont	<p>Karen Madden Reports Out</p> <ul style="list-style-type: none"> • Please read her report • Successful legislatures day- folks getting to know us- fifty people and four alumni attended • 100% TRIO professionals are members of VT association • State Conference -Oct 7th- Location: Castleton State • Successful COE Policy Seminar 	
Rhode Island	<p>Stephanie Cruz reports out</p> <ul style="list-style-type: none"> • Participated in Policy- four alumni attended- positive feedback from all legislators- • Online webinar with Heath Alexander and she has a plan of how to continue to have staff be involved – to get more people involved in leadership • Karen Keim talks about wanting to do something with RI group at our June board meeting 	
New Hampshire	Laura Mielke Reports Out	

	<ul style="list-style-type: none"> • Please see her report • State meeting- used google hangouts • Attended policy- great meetings – Ayotte does not sign letters or join caucus’ <ul style="list-style-type: none"> ○ Did consult other legislators about how to engage Ayotte • Attended NEC event 	
Massachusetts	<p>Adam Edgerton Reports</p> <ul style="list-style-type: none"> • Please see his report • COE Policy –One idea taken away from Policy was, HI has a specific successful ask at the state level. He would like us to get this kicked at our state policy day and head in this direction <ul style="list-style-type: none"> - Breakfast with Dr. Mitchem and strategies at Policy • MEOA Annual Conference is October 9th-10th –Theme: IMPACT <ul style="list-style-type: none"> - Senator Warren recording a message 	
Maine	<p>Shawn Graham reports out 1/10/14</p> <ul style="list-style-type: none"> • Please see his report • In March held Hall of Flags event in Augusta, ME- different experience – fair amount of protesting outside event which kept our attendance lower than usual • Will have a full slate for ME board- confirming soon 	
Connecticut	<p>Karen Keim reports out</p> <ul style="list-style-type: none"> • Have worked hard to get CT engaged • Welcome CT TRIO • CT group doing a great job in their own state – over 100 attended the state conference – with guidance counselors etc. • Erica Granoff is acting as president 	
Break	3:18pm Break	
Committee Reports:	3:34 reconvene	
Finance	<p>Karen Madden reports out</p> <ul style="list-style-type: none"> • Please see her report • Budget in conference booklet • Allison and she discussing CD’s- made \$279 in interest for calendar year- so doing research and thinking about investing around \$10,000.00 to increase revenue • Allison working with new CPA • Adam Edgerton asks questions and shares from his other board experience 	
Development	<p>Karen Keim Reporting Out</p> <ul style="list-style-type: none"> • Please see Rebecca Sonn’s report 	

	<ul style="list-style-type: none"> • New approach- two people from each state to represent on development committee <ul style="list-style-type: none"> ○ Looking for people to help develop relationships that would be a good fit with NEOA as a regional association- meeting virtually and develop from past presidents • Monda shares about experience with GE in regards to VT- GE supports COE in the millions • Have to be aware of what the state may need and ask and COE as well and what a good fit is for NEOA 	
Strategic Planning		
Bylaws		
Combined Report: State Initiatives, Legislation & Education and	Sarah Morrell emailed report- please refer to report	
TRIO Day	<p>Julie Kimball sent report Allison Cox reads report at board meeting</p> <ul style="list-style-type: none"> • Net profit a little more than \$23,000 • Videos and Instagram success • Dr. Mitchell Chester spoke • Monda added – they brought forty-two kids to TRIO Day and they absolutely loved it- a ton of impact on her group • Karen Keim shares that TRIO day is in ME next year 	
Professional Development (PD)	<p>Andrew Goodwin Reports Out</p> <ul style="list-style-type: none"> • Please see his updated report • Numbers 117 members participated in 657hrs of training in 3 separate events • We did a great job in cost negotiation to save the money 	
Technology	<p>Casey Henderson Reports Out</p> <ul style="list-style-type: none"> • Please see report • Has worked on conference planning with Cecelia. • Preliminary plans for website update- met with committee today to get started- more information at the next meeting • Karen Keim shares new rate for retirees and other updates such as individual meal tickets for different options 	
Public Relations/ Newsletter	<p>Angela Quitadamo Reports Out</p> <ul style="list-style-type: none"> • Please see her report • Working on updating website with Casey 	

	<ul style="list-style-type: none"> • Newsletter is out – thank you to Liz Werth <ul style="list-style-type: none"> ○ Something from policy would be nice • Got some press at WSU award winners – Dr. Marshall • Karen Keim speaks on how so many alumni have miraculous stories to share 	
Membership	<p>Ramon Gonzales Reports Out</p> <ul style="list-style-type: none"> • Please see his report • 274 paid members- 58 brand new (last yr 42) 41 unpaid • Angela brought up how the membership change was brought up at a previous meeting • Karen Keim to bring up to membership at business meeting • 	
Alumni	<p>Monda Kelly Reports Out</p> <ul style="list-style-type: none"> • TRIO Day-Alumni event was advertised - created an ap for facebook <ul style="list-style-type: none"> ○ Evette brought four alumni ○ Slight miscommunication-There wasn't any space put in schedule • Twenty-one coming to Alumni event during conference • Putting Alumni on front page of website • Working on an Alumni committee or chair in every state except RI which is an accomplishment • Karen Madden- having an alumni reception at Johnson State – to congratulate and get them connected 	
NEOA Achiever	<p>Randy Schroeder Reports Out</p> <ul style="list-style-type: none"> • Please see report • Prepared the achievers to speak at conference <ul style="list-style-type: none"> ○ Please feel free to network and say hello to them • 17 rising star and achievers applications • Rick W helped to coordinate • New Arnold L Mitchem Leadership Institute Director Craig Werth – he is going to play a song he wrote in honor of UB • At 2:15pm tomorrow will have a workshop on Leadership Institute • Please think of Alumni for next year's awards now 	
New Business	<p>Additional Reports:</p> <ul style="list-style-type: none"> • Karen Keim Reviews the needs for the Business Meeting Thursday <ul style="list-style-type: none"> - There are things that have to do a report but there are other things to share: <ul style="list-style-type: none"> ▪ Angela Quitadamo - ME Emerging Leaders ▪ Cecelia Nugent- Together We Can 	

	<ul style="list-style-type: none"> • Karen Keim explained and shared ideas on how to do this ▪ Karen Keim adds the Leadership Institute – came to agreement with Craig Werth- going to sign contract tomorrow – paid \$1000 whether it goes or not. We took a burden of cutting the registration for programs (registration is \$500.). Those that participated need to speak about their experience ▪ Shawn Graham says to show some of the videos during the meeting ▪ Evette Layne brought back up the membership dues/year <ul style="list-style-type: none"> • Allison says to encourage membership payment at the beginning of the year (September) ▪ 11/12 Senators signed off on letter ▪ Angela Quitadamo– highlight VT and success of all year round advocacy ▪ Karen Madden- encourage participation – <ul style="list-style-type: none"> • Shawn G could be connected with LI ▪ There will be a few parliamentarian professionals to help ensure the format ▪ Drew Goodwin will share about PD this year. ▪ Angela shares about accountant – Allison says she will do it <ul style="list-style-type: none"> • Karen Keim speaks about helping with the conference – know the information and help as needs arise- we have great speakers – going to be a great conference • Angela says wear green tomorrow for a photo tomorrow to support Sarah Sadowski. 	
Old Business		
Adjourn	Meeting Adjourned at: 4:33pm Evette Layne motions to close the meeting Drew Goodwin seconds Meeting adjourned unanimously	Evette Layne motions to close meeting at 4:33pm Drew Goodwin Seconds Meeting adjourned unanimously