

**New England Educational Opportunity Association  
Annual Business Meeting – Agenda  
April 7, 2016**

<b>Thursday</b>	4:00 PM – 5:30 PM
4:00 PM	<p><b>NEOA Official Membership Annual Business Meeting</b></p> <p>Call to Order – Gaelyn Hastings (1min) <b>Action:</b> Approval of Agenda</p> <p>Secretary’s Report – Stephanie Cruz (5min) <b>Action:</b> Acceptance of April 2015 Business Meeting Minutes</p> <p>Treasurer’s Report – Kristin Hagopian (8min) <b>Action:</b> Acceptance of Treasurer’s Report</p> <p>Finance Committee Report – Karen Madden (8min)</p> <p>President’s Report – Gaelyn Hastings (5min)</p> <ul style="list-style-type: none"> <li>• Review suggested Bylaw changes, motion, and membership votes – Sarah Morrell (10min)</li> <li>• Update on Strategic Plan – Elaine Leavitt (5mn)</li> </ul> <p>Vice-President's Report – Ramon Gonzalez (5min)</p> <p>Past President's Report, Alumni, and Nominations/Election – Randy Schroeder (10min)</p> <p>(60min above)</p> <p><b>Committee Reports:</b></p> <p style="padding-left: 40px;">Alumni- Randy Schroeder (1min)</p> <p style="padding-left: 40px;">Membership – Laura Mielke (2min)</p> <p style="padding-left: 40px;">TRIO Day – Rick Williams (2min)</p> <p style="padding-left: 40px;">Development – Reggie Jean (2min)</p> <p style="padding-left: 40px;">Professional Development/AMLI – Steve Visco(5min)</p> <p style="padding-left: 40px;">Public Relations – Samienta Pierre-Vil (1min)</p> <p style="padding-left: 40px;">Technology – Casey Henderson (2min)</p> <p style="padding-left: 40px;">NEOA Achiever – Deb McCann (3min)</p> <p style="padding-left: 40px;">President-Elect's Address – Alvin Riley (10min)</p> <p>(30min finish)</p> <p>Old Business</p> <p>New Business</p> <p>Adjourn</p>
5:30 PM	Close

## NEOA Official Board Meeting

### **Call to Order at 04:10 PM –**

Gaelyn welcomed all to meeting and acknowledged

- Time keeper Sami
- Parliamentarian Sarah Morrell

### **Approval of Agenda:** Gaelyn Hastings, written

**Action:** Approval of agenda including additional item

**Motion by:** [Liz Werth](#) to approve of agenda

**Seconded by:** [Rick Williams](#)

**Motion carries unanimously @ 4:11 PM**

### **Secretary Report:** Stephanie Cruz reports out

- Minutes were sent to listserv and posted on website
- Several copies provided at meeting for further review

**Action:** Acceptance of April Business Meeting Minutes

**Motion by:** [Darylen Cote](#) to accept the April 2015 Business Meeting Minutes

**Second by:** [Evette Layne](#)

**Motion carries unanimously at 4:14 PM**

### **Treasurer Report** – Kristin Hagopian reports out

- Copies of budget summary on each tables
- Conference booklet contains the accountant report
- Lines are numbered for ease of review.
- Highlighted several items including Income, Annual Conference, TRIO Day
- Currently working on Policy Seminar reimbursements
- Annual conference invoices are still coming in
- National TRIO Day came in under budget
- Reviewed accountant evaluation in conference booklet
- Discussed accountant recommendation that we develop clear accounting procedures manual. Working with finance chair to establish a manual. Acknowledged that we do in fact have policies but as accountant suggested will have a specific document that contains financial procedures and practices in one location.

- Page 40 of conference book is assets; Page 42 revenue and expenses Previous TRIO Day have had cancellation due to snow in the past
- AMLI did not hold in 2014 was in 2015. Generally every 2 year so the differences
- Questions re financial statements? There were none

**Action:** Acceptance of Treasurer's Report

**Motion by:** Reggie Jean to approve Treasurer's Report

**Seconded by:** Samienta Pierre-Vil

**Motion carries unanimously at 04:18 PM**

**Finance Committee** – Karen Madden reports out 4:20 PM

- Worked together with treasurer, Kristin Hagopian to make sure check books matches with bank statements
- Looked at some investments with a goal to find a higher rate of interest
- Reggie Jean investigated options with support of the board and board elected to put \$12,000 in a 7-year CD (the others are all fairly longer term)

**President's Report** – Gaelyn Hastings reports out 4:24 PM

- Will send a progress report with full report on what we did this year (sent 4/12)

**Bylaws Changes** – Sarah Morrell

There are several Copies on the tables. We will walk through each change. We will can either call for vote by acclimation or we can take one by one. The proposed bylaws changes were mailed to members. (Yellow copies on tables)

**Recommendations:** quick review

- Article 2 purpose Article 1 strike word "college" i.e. "... and college students with disabilities"
- Existing committees (Technology & Development) change from ad hoc to standing committees. Reason – We see a permanent interest in those areas they serve

**Discussion:**

**Technology Committee**

This committee has been a great resource to NEOA. This need will not lessen in the future

Sarah read language for proposed change. Board agreed that the value in the need for this change. Sarah asked about concerns for this change ... there were none

**Development Committee**

Important to fund raising and building relationships. Read language ...

Question was raised how Committee Chairs are they selected. By the president. Sarah asked about concerns for this change ... there were none

**Language change:**

Article 13 – Currently requires secretary to mail six copies of proposed changes. More modern times where we now email rather than mailing recommend strike the phrase “six copies of a”. Sarah asked about concerns for this change ... there were none

Discussion on Article 1, whether to strike the word “college” i.e. “... and college students with disabilities”

Questions rose on if this would change intent of meaning. Suggestions included stating “potential and currently enrolled college”. (Monica Sargent) Do we need to change it? Just wanted to make sure the disabled students were not just those in college. (Reggie Jean)

Rachel mentioned that isn't a ‘student with a disability’ only qualifier for and SSS participant and therefore ‘college student’.

**Motion by:** [Karen Madden](#) to table this proposed change to strike the word ‘college’ from Article 1 until further vetted?

**Seconded by:** [Tammy Gewehr](#)

**Motion carries unanimously at @ 04:45 PM**

**Action:** Move to accept all other changes as presented to make Technology and Development standing committees and deletion of language “six copies of a” in Article 13.

**Motion by:** [Evette Layne](#) to approve Treasurer’s Report

**Seconded by:** [Linda Schiller](#)

**Motion carries unanimously at @ 04:46 PM**

**Discussion initiated to expand membership eligibility – Gaelyn Hastings**

Discussion just to plant the seed to explore possibility to open up membership to beyond the 6 New England states. Want to to protect our association so that people know what our priorities are. There are some phenomenal leaders retiring and there are potentially those willing to serve who may live beyond the NE state lines who work with LI students.

Anything to add? Nothing from the membership

Had a great board year excellent professional development days, state leaders were great at policy seminar.

### – **Strategic Plan** – Elaine Leavitt

- The strategic plan establishes the plan of priorities for the organization. Gives consistency from year to year over the next 5 years.
- Some copies on table for review
- The committee: Gisele Litalien, Gaelyn Hastings, Alvin Riley, Linda Schiller looked at plan and help form the board and refined it. The current plan was extended to June 2016. Proposed plan will be sent to membership. Please look at it and in a timely manner – By May 1<sup>st</sup>, submit comments and questions to Elaine. The committee will bring to June board meeting for vote.
- Last one was excellent in defining goals worked on sub goals how when and how
- Elaine publically thanked Samienta Pierre-Vil for formatting the plan for ease to review.

### **Vice-President** – Ramon Gonzalez reports out 4:56

- 243 – registered for the conference
- Plus VIP's and presenters and vendors
- Easy conference and thank committee for dedication and hard work
- Gave a special thank you to Julie Kimball - the woman behind the curtain

### **Past President** –

- Introduced Nominees:
- President Elect – Jane Foley Remarks: Humble and honored always came back to TRIO. Looks to develop and encourage young leaders to serve, lead advocacy with HEA coming up, asks for members support positive energy. Thank you!
- Vice President – Dori Fellman (not present)
- Secretary – Stephanie Cruz Remarks: Has served this past year commented on wonderful year the board has had and looks forward to serving another year.
- Treasurer – Adam Shaughnessy Remarks: Has been with TRIO since 2009, a UB Lifer, Becoming treasurer will be a great way to be involved and looks forward to doing that with your vote. Reminded all to keep bidding in Silent Auction!
- Nominees for State Liaisons:
  - CT – Ruth Baez
  - ME – Teresa (Teri) Morse
  - MA – Andrea Dawes
  - NH – Tammy Gewehr
  - RI – TBD
  - VT – Jennifer Garrett-Ostermiller
- Gaelyn planted a seed for members to think about stepping up to serve

- Karen Keim stated that serving on the board and serving as President is like getting a PhD without the dissertation

**Action:** Acceptance of slate of nominees

**Motion by:** Andrew Goodwin to acceptance of slate of nominees by acclamation

**Seconded by:** Karen Keim

**Motion carries unanimously at @ 05:05 PM**

**Membership** – Laura Mielke reports out 5:08 PM

- 275 was the goal set at start of year
- We now have 285 paid members!
- 189 paid members attending conference and business meeting and were given yellow cards for voting
- If anyone questions Laura will be available at the back of the room

**TRIO Day 2016** – Brian Post reports out 5:09 PM

- Hard to get students up to Burlington but fewer students meant less expense
- 453 students attended
- Ben & Jerry donated ice cream
- Reality Fair sponsored by VT State Credit Union Association was a success
- VSAC and SSS & EOC participants attended events

**Development** – Reggie Jean, reports out- please see written report for full details 5:10 PM

- Online auction bids have not calibrated yet. Goal was \$3000 and we may exceed
- Silent auction \$2,000 is the goal. Bidding ends at 6pm.
- Reggie issued the challenge: Whether we meet our goal or not it is in your hands and wallets.
- Continue to look for potential partners TRIO Day for next year
- Received contributions form ASA & MEFA for conference
- Thanked and acknowledged Auction & Dev committee members

**Professional Development** – Steve Visco reports out 5:12 PM

- This year NEOA had Professional Development Days (PDD's) for EOC in MA, SSS in VT, and Gender Identity in VT.
- 144 people Attended PDD's
- Applications process for PDD's for 2016-2017 up on web site and are due May 27<sup>th</sup>, 2016
- Also working contract for Arnold Mitchem Leadership Institute (AMLI) for next year. Craig Werth, Director

**Technology** – Casey Henderson reports out 5:14 PM

- Registrations for all events were posted on website throughout the year
- Listserv instructions are available on the web or members may email Casey for help or questions

- Thank you for all help Melissa Alison board

**Achiever** – Debbie McCann reports out 5:15 PM

- Next year conference in Maine. Should be thinking about readers now to get them on board. Give names to Deb.
- Readers are briefed on criteria and rubric is used to score each nominee.
- There has been concern about diversity by region, program, etc – If want to change nominees have to change. If 9 of 13 nominees are Upward Bound, then result may not be reflective of all programs. Same for states, gender, etc.
- We had amazing strong candidates this year.

**Advocacy** – Sarah Morrell reports out 5:19 PM

- Spoke about how well our board works with Council on Opportunity in Education (COE) board
- Commented on great work in DC at Policy Seminar. NE was successful in getting all 12 senators to sign on to letter!
- We had wonderful Alums represent our cause
- This year we have had three states: MA, NH, & VT submit and receive initiatives. Encouraged remaining states or if have a second to states have until August 31<sup>st</sup> to be approved.
- Thanked association for a great year

**President-Elect's Address** – Alvin Riley reports out 5:21

- We are New England – Sept 1 will still be New England
- Discussed “Renewal and Engagement” and legends and soon to be legends
- Amazed at the over 51 (renewal)/ under 51 (engagement)
- The movement is not a job, it is a calling to reach back to all the things that have created the war on poverty
- Have to remember those from past
- It a battle, we have to up root the barriers and then Build.
- If we become ineffective these programs will go away.
- Looking forward to conference in Maine 2017
- Spoke about fair share its importance and making sure all are aware
- Looking to have TRIO & GEAR UP work together to: renew, advocate, and engage 1<sup>st</sup> generation, low income and students with disabilities
- It is what I have to give! Look forward to serving and support of membership

**Old Business – 5:31**

- Attendees that won silent auction items should pay before leaving and please include on subject line what item(s) you won and are paying for

- Still taking Fair Share contributions for the football contents and for the 50/50 raffle
- Samienta asked that folks Tweet or Post on Facebook and use the hashtag #NEOAmilestones

**New Business –**

**Motion by:** Debbie McCann to adjourn

**Seconded by:** Melissa Goyait

**Motion carries unanimously at @ 5:33 PM**

**Business Meeting Adjourned: 5:33 PM**