

New England Educational Opportunity Association 5th Board of Directors Meeting 2016-2017

Thursday, June 15	<i>Casual attire is suggested for today's events</i>
1:00 pm – 3:00 pm	Welcome, Introductions – Ice Breaker Leadership Institute <ul style="list-style-type: none"> • Strategic Planning - Ramon • Communities of Practice – Gaelyn • NACADA – Gaelyn • Fair Share • COE Conference (NEOA Basket) • Princeton University • Bylaws talk • Debrief & advice for the future (reflection)
3:00 pm – 3:30 pm	BREAK - MOVE INTO ROOMS
3:30 pm - 4:30 pm	Getting to know you – Ramon Gonzalez <ul style="list-style-type: none"> • Activity with Leadership Institute
4:45 pm – 5:30 pm	Finance Committee/Budget Meeting – Karen Madden (officers, Finance Chair, Trio Day Chair MUST attend) all are welcome
5:30-6:15 pm	<ul style="list-style-type: none"> • Technology Committee Meeting – Casey Henderson • State Presidents and State Liaisons – Ramon Gonzalez
6:30 pm	Dinner at Bobby Byrne's Pub http://www.bobbybyrnes.com/ Route 28 & Bearses Way Hyannis, MA
8:30 pm	Networking Suite

Friday, June 16	<i>Casual Attire is suggested for today's events</i>
7:30 am – 9:00 am	Breakfast – Crystal Room
9:00 am – 10:30 am	NEOA Official Board of Directors Meeting Call to Order Action: Approval of Agenda Secretary's Report Action: Acceptance of Board Meeting Minutes Treasurer's Report Action: Acceptance of Treasurer's Report

	<p>Finance Committee Report</p> <p>Past President's Report</p> <p>President's Report</p> <p>President-Elect's Report</p> <p>Vice-President's Report</p> <p>(15 MINUTE BREAK)</p>
10:45 am – Noon	<p>Committee Reports:</p> <ul style="list-style-type: none"> Alumni Development Legislation & Education Membership Technology NEOA Achiever Professional Development Public Relations State Initiatives Strategic Planning TRIO Day <p>State Reports:</p> <ul style="list-style-type: none"> Connecticut Maine Massachusetts New Hampshire Rhode Island Vermont <p>Old Business</p> <p>New Business</p> <p>Adjourn</p>
Noon – 1:00 pm	Lunch provided off site –

NEOA Official Board Meeting

Call to Order 09:00 AM Quorum Established at 09:06 AM 19/25 – (see end of minutes for attendance)

- Ray mentioned that we are pleased to have the 2016-2017 Arnold Mitchem Leadership Institute participants join us for this meeting
- **Roll Call** by Stephanie Cruz at 09:05 AM
- **Quorum** established 19 of 25 voting members

Ramon presented agenda. Maureen will join us to speak to board on some current issues/developments. She may join out of sequence.

Action: To approve the agenda

Motion by: Gaelyn Hastings to approve agenda

Second by: Melissa Goyait

Motion carries, unanimously at 09:06 AM

Secretary Report – Stephanie Cruz reports out

- Minutes were sent via email
- Several copies available for last review

Action: Acceptance of April 2017 Board Meeting Minutes with changes

Motion by: Steve Visco to accept the January 2017 Board Meeting Minutes as amended

Second by: Debora McCann

Motion carries, unanimously at 09:09 AM

Treasurer Report – Adam Shaughnessy, reports out- please see written report for full details

- State dues 3 states outstanding
- Policy seminar NEOA \$3,000 to each state. Three states applied for and received additional funds. Two awarded but did not use
- NEC council is paid allows us to meet with legislators
- In the tax prep process
- Updated treasurers report (budget) not much more income coming expected. Some underwriting checks to come in. Reggie Jean did great job exceeded budgeted amount coming in.
- Expecting some income from UMASS Boston for conference
- Also board spending done
- Have made money in 16-17, much due to TRIO Day income came well over budgeted

- Possibly spending on Princeton
- Line that are 150% need board approval
- Sarah expecting some state initiative expenses coming in

Action: To approve Treasurer Report

Motion by: Steve Visco that the board approve Treasurer Report including expenditures above 150% budget including: Annual Conference items – “Next Year Hotel Deposit”; “Refunds”; and “Supplies & Misc” and “Member Professional Development”

Seconded by: Sarah Morrell

Motion carries unanimously @ 09:15 AM

Finance Committee – Karen Madden reports out - please see written report for full details

- All reconciled thanks to Adam
- CD statement
- \$76778.40 in CD's earned 150.27
- Had discussion at finance committee meeting on Thursday to contribute up to \$500/person for TRIO emerging leaders to attend the Princeton leadership event

Motion by: Jane Kimball Foley to allow up to \$500.00 for one member per state to attend Princeton training in September

Seconded by: Gaelyn Hastings

Motion carries unanimously @ 09:22 AM

- Thinking of increasing Policy Seminar to \$4000 to ensure states have money for policy seminar

Past President's Report – Gaelyn Hastings reports out - please see written report for full details

- One more plug for Communities of Practice. Encouraged all to join!
- Also encouraged using SALT money curriculum, great resource for students
- Partnership with ASA – American Student Assistance usually a minimum of \$10,000/yr sponsorship
- Laurie would ASA like to see numbers for SALT because in ME some programs access SALT portal not as NEOA
- Would it be important for our students to identify as TRIO?
- Gaelyn mentioned one more COE board meeting in September
- Gaelyn commented that through the experience as regional president has met phenomenal people, and has grown/learned a great deal
- No matter how hard was at times but totally worth it

President's Report – Ramon Gonzalez reports out - please see written report for full details

- COE in May met with Senator Warren. Rep. Clark's office. They have expressed interest in coming to COE in Sept. Sen Markey met with aide
- Always important to stop in and say 'hi' when in DC even if you cannot get apt with aide or member
- It is our duty to continue to fight on behalf of our students
- Has forwarded call to action emails from COE to members
- Some significant COE changes: Person who was responsible for Spraigns Initiative, Fernando Cardenas who headed up Alumni, and Jesse Baker who worked with Al Phillips on Fair Share are all no longer with COE
- Participated in Fair Share phone-a-thon, NEOA in 3rd can still make 1st
- Ray commented on how without serving as NEOA president, he would not know how other organizations run things. Good to have different perspectives.
- Look forward to new role as past president

President-Elect's Report – Jane Kimball- Foley reports out - please see written report for full details

- Have started to chat with prospective committee chairs
- Have asked state presidents for the dates of state conferences
- Has worked on dates locations for board meetings
- As noted at last meeting may have limited travel and may have some Friday/Saturday meetings most will be in ME
- Working with Ray and Gaelyn on Fair Share
- COE meetings – NACADA roundtable discussion
- Met with Angus King in May, while in DC for COE board meeting
- Met with Aide for representatives
- On 4 committees for COE: Resource, Development, Governmental & Conference committee
- Looking forward to next year

Vice-President's Report – Steve Visco reports out - please see written report for full details

- It was an expensive but successful conference. Could not scrimp on conference
- Commented that hotel mentioned how many eggs we consumed. Kept re-filling – though they did not charge
- 232 attendees Ray had projected 225. Steve was not sure we could meet the mark but we indeed exceeded
- Pre Conference was free 60 registered and 15 showed. Various thought on why. Some cited travel issues. Possibly that some registered without realizing they had. It was free so that could have happened
- Karen Madden asked board to give a hand and recognize the job well done
- Steve commented that it is all about committee

Break – 9:50 – 10:10**Committee Reports:****Alumni** - Randy Schroeder reports out

- Thank you for logistical arrangements for annual conference
- A National Achiever award to a New Englander – cannot reveal who just yet
- An array of 5 or 6 NE nominations
- Commented that there is no ‘magic list’ to mobilize folks for advocacy
- You have to dig for people one by one build a quality group to advocate and do thoughtful outreach
- There will be an Alumni reception at Annual COE Conference
- COE replacing Fernando Cardenas but he was terrific will be hard to replace. If you know of appropriate alums refer them to apply
- TRIOalumni.org website for TRIO alums
- NEOA and TRIO alumni databases
- May was mini Policy Seminar in conjunction with COE Board meeting. Some one-on-one time with congressional members/aides
- Senator Shaheen met with staff person that Dan Gordon encouraged to drafted strong letter to Devos. He provided lots of data
- Get alums on databases. Right now it is about collection of names
- At policy a number of Republican members said budget not going to happen
- We have a lot of advocates in congress for EOC or McNair fight
- Mona commented that she emailed Sen Shaheen as a NH resident (though she works in MA) and aid got right back to her

Development – Gaelyn Hastings reports out for Reggie, see written report for details

- Appreciate ASA \$10,000 contribution
- \$1,500 from Comcast
- Has followed up with Mount Wachusett Community College and Bowdoin
- Will close up for August end of year
- Meeting with College Board. Committed to presenting workshop at next conference
- Steve Visco stated Reggie has worked really hard on online auction silent auction total raised \$5,277
- Need to renew fee for auction site
- Is a motion needed was budgeted for Development expenses? No, this is part of annual budgeted amount

Legislation & Education – Sarah Morrell reports out

- Reminded board that though it is often listed as a separate committee, Advocacy and state initiatives has been Combined committee with legislative & Education
- Great State initiative activities MA great advocacy day
- VT had great state house event
- Maine supported presence of area college presidents at achiever luncheon
- Spent less than usual
- Encouraged other states (CT, NH, RI) to submit any proposals they may be considering; and/or If anyone would like to propose an initiative to support EOC/McNair should do so in next few weeks
- Possible to complete process by end of August but need to initiate soon
- Participating in NEC events
- Participated on conference calls with COE board of directors and COE... encourage all listen in on when possible
- Karen Madden indicated that sometimes short notice or calls limits participation
- Steve Visco also mentioned COE roll call is rather unorganized and takes time
- Spragins person (Kristie) left COE. If anyone has applied for but not received funds ... If no one tracking now, Gaelyn will follow up with COE
- Per Ray COE (Spragins money) is reportedly allocated even if not spent
- Will follow up with COE

Membership – Kristin Hagopian reports out

- 261 paid members
- Making sure people who pay now know this year's member fee and not next year's
- Still has some checks to match to members – Some institutions/organizations submit checks with no designation of names for the payment
- Suggested member chair be at registration table at conference to validate membership status
- Updating database and depositing checks

Technology – Casey Henderson, see written report for details

- Will update website for Fall events
- No new features this year will work with board next year on same

NEOA Achiever – Debbie McCann, reports out, see written report for details

- It happened... things went well
- All 4 awardees were deserving

- Will make sure ALL nominated are recognized next year by including in booklet
- There was some talk about Rising Stars vs Achievers overshadowing
- Is there some way to include and recognize more adult learners?
- All states & programs were represented in the nominations
- Steve Visco comments as usual, the event was most commented as highlight of the conference

Professional Development & Public Relations – Laura Mielke reports out

- To date has received one proposal from EOC for their annual event
- Standard proposal we need to approve for next year
- Based on EOC proposal it reflects the old registration rate which was increased to \$20/members
- Bring NEOA to \$824
- Questions as to whether we need to approve now as it would encumber the budget that Jane will present in the Fall and that board will have some say
- Karen Madden noted that we do need to give organizers some lead time to get program together
- Jane Kimball Foley part of 17-18 budget do we need to vote?

Motion by: Jane Kimball Foley that the board authorize the president to approve professional development activities as long as in line with proposed budget

Second by: Gaelyn Hastings

Discussion –

- Steve Visco in previous year registration was \$20
- Debbie McCann for the proposal increase fee to \$20. What happens if what happens if expense over \$1000. Last time that happened the institution picked up the difference.
- Sarah Morrell does higher expense happen with more registration and is a raise in the cap due?
- Karen Madden, having done the SSS PDD a few times, it is harder and harder to do for \$1,000 especially with food costs. Would be easier to get people to volunteer if budget was more appropriately funded.
- Laura Mielke last year EOC was actual expenses was \$1,500 total cost

Motion carries, unanimously at 10:52 AM

Arnold Mitchem Leadership Institute (AMLI) – Laura asked AMLI Director Craig Werth to provide update/comments to the board:

- Craig responded - Yay!
- We 3 sessions: October, January, April. Lost one participant after one session due to series of personal events
- Craig saw planning a challenge and that AMLI director could benefit with more dialog with the board specifically with regard to budget. Would not recommend reducing the budget to come close to the actual expenditures. While we want to encourage frugality

costs will continue to rise. To produce this class' events director has called in favors, but it is not realistic to expect this director or possible future director to do that.

- Commented that participants are magnificent humans who engage full on
- Craig proposed budget changes to actively solicit more engagement
- Deb McCann asked why we have to keep approving director bi annually
- Karen Madden said the sooner the director M better known earlier, the better for director. Generally spans two budget years with first half from the year prior to institute for planning including: Recruitment, costs for securing venues, etc.
- Craig commented on the comradery, support we probably would have never interacted on a level that we have without AMLI. We have a strong bond and will keep in touch, share information
- Some comments from members include:
 - Mona Savastano – my participation pushed me to be MA State liaison. Grateful to board for support of AMLI
 - Shane Stacey – guided introspection. Especially to who you are & what you wanted to be as leader
 - Vince Kloskowski – AMLI was cumulative nature, building blocks occurs over sessions. AMLI is something we will carry forward throughout student engagement
 - Katie Morrison – get to build powerful and important relationships. Grateful to have the time over the year to be introspective. Incredible experience
 - Terry Charlton - Impactful quality experiences
 - Cathy Printon – rapid progression of comfort fear doubt and celebration quickly deep reflective experience
 - Katie – Craig created a safe space
 - Casey Henderson – Echoed the feeling of comradery which developed. Stated that due to the flu he had missed first session but felt part of group at once. Everyone made him comfortable. AMLI helped identify areas to work on
 - Vince – in order for something to go well setting has to go well. Safe space added to comfort level
- Gaelyn Hastings commented on the well planned out sessions and that Craig is an amazing person
- Craig issued a thank you to Ray for his contribution and opportunity for an unplanned 4th session with the board. All but 2 participants were able to come. They each cleared 2 days to make it here. Craig concluded with saying he is open to constructive feedback. Hold me to it.

Newsletter - Ray reports out on behalf of Elaine Leavitt - please see written report for full details

- Will work with Elaine to do Newsletter by September

Strategic Plan

TRIO Day – Maria Muccio reports out

- Post event report was given in April but added
- Provided some feedback from final meeting and survey results:
 - Most negative comments were re: food
 - Most positive comments were about Hotel and Banner contest.
- Somethings to consider for future TRIO Day events:
 - Better definition of the role of chaperones
 - Including politically connected speakers.

State Reports: NH, RI, VT, CT, ME, MA - Please see written reports for all

CT – David Celotto reports out - please see written report for full details

- CAEOPP has full board
- Upcoming student leadership conference
- Continuing congressional outreach/advocacy local and national
- TRIO Day chair to be determined. Has talked to Maria
- Need Chris Murphy (D-CT) at TRIO Day

ME – Laurie Davis reports out - please see written report for full details

- Full exec committee looking for except president elect for next year
- Working on transition training manual
- Noted that UB directors state wide meet 2x/yr
- SSS directors (14 projects) met Wednesday
- On course training in spring 2018. Possible professional development proposal will be submitted
- Advocacy – attending NEC meetings
- Looking at fact book improvements and getting to state legislators
- Over 16,000 TRIO participants are served in Maine
- re: Fair Share, commented on how AI Parks stepped up. Also state voted to contribute \$5,000 to COE Fair Share and challenged other states who can do so to do likewise at whatever level is possible for their state

MA – Taryn Tomkins reports out - please see written report for full details

- Full board have had gaps
- First time all roles are filled in a while

- PDD Opportunities

NH – Melissa Goyait reports out - please see written report for full details

- Unfortunately the NH bill did not pass
- GA and NH only states without a state grant
- Would not discourage state from doing this advocacy as it served to bring folks together, this attempt at legislation forged collaborations made connections in the state that helps
- Action plan working with College presidents
- Sen Jeanne Shaheen showed UB support. Has signed support letters in the past not only embraces opportunity to support letters, makes suggestions. Office reached out to Melissa to meet regrading college affordability. Appreciated the meeting nice to be invited. Talked to congressional delegation about EOC McNair (even though no EOC in NH)
- NH Board ready to go. Josh ready to go as president and Chris Lee as state liaison

RI – Stephanie Cruz reports out

- Reports that State President position still unconfirmed. Efforts being made to meet with Liaison and president to meet this summer to set plan for coming year preceding the next Annual Conference in RI
- A name will be submitted ASAP to Ray for the state leaders meeting in Princeton for September

VT – Karen Madden reports out on behalf of Kelly Beckwith - please see written report for full details

- State conference planned for 10/13/2017
- VEOP full board set
- Conference committee
- Received call about planning an event to encourage college. VT has high HS grad rate but very low college going rate. Advised that if looking to increase attendance see if Bernie Sanders will attend. If he is there people will come
- Karen reiterated that we cannot just go to policy seminar, the work goes on throughout the year.

Old Business –

- None

New Business –

- Ray spoke about COE Fair Share
- Maine has put out a challenge to us \$5000
- Proposed NEOA match ME contribution to COE

Motion by: Ramon Gonzalez to donate \$5,000 on behalf of NEOA to COE Fair Share and to amend budget to reflect that

Second by: Melissa Goyait

Motion carries, unanimously at 11:45 AM

Sarah Morrell inquired about the programs gained or lost through UB competition (recap):

- CT – Gained 3 projects (Dave Celotto)
- ME – Gained 2 projects
- MA – Gained 1, Lost 1 (North Shore CC)
- VT – 1 in funding band
- NY – SUNY Adirondack 1 new
- NH/RI – no change all projects re-funded and no new projects

Jane Kimball Foley wanted to introduce the conversation around the membership structure and possible “Institutional” rate. Comments from several is that this has come up in the past. We should explore feasibility.

Motion by: Melissa Goyait to adjourn

Seconded by: Steve Visco

Passes unanimously @ 11:56 PM

Board Meeting Adjourned: 11:56 PM

2016-2017 NEOA Board Members

VOTING MEMBERS				
OFFICER/CHAIRPERSON	NAME	Voting	Present	Absent
Executive Board:				
President:	Ramon "Ray" Gonzalez	1	X	
Past President:	Gaelyn Hastings	2	X	
President-Elect:	Jane Kimball Foley	3	X	
Vice-President:	Steve Visco	4	X	
Treasurer:	Adam Shaughnessy	5	X	
Secretary:	Stephanie Cruz	6	X	
State Liaisons:				
CT	Shoshannah Henry	7	X	
ME	Teri Morse	8	X	
MA	Andrea Dawes*	9		X
NH	Tammy Gewehr	10		X
RI	Jacqueline Mane	11	X	
VT	Jennifer Garrett-Ostermiller	12		X
State Presidents:				
CT	David Celotto	13	X	
ME	Laurie Davis	14	X	
MA	Taryn Tomkins	15	X	
NH	Melissa Goyait	16	X	
RI	Anthony Carrion	17		X
VT	Kelley Beckwith	18		X
Standing Committees Chairs:				
Development	Reggie Jean	19		X
Finance	Karen Madden	20	X	
Legislation & Education	Sarah Morrell	21	X	
Membership	Kristin Hagopian	22	X	
Technology	Casey Henderson	23	X	
Professional Development/ Public Relations	Laura Mielke	24	X	
TRIO Day	Maria Muccio	25	X	
Nominating	Gaelyn Hastings			
COUNT OF VOTING MEMBERS PRESENT			19	6

NON-VOTING MEMBERS				
Co-Chairs				
TRIO Day Co-Chair	Chuck Youn	1		X
Ad Hoc Committees:				
Alumni Relations	Randy Schroeder	2	X	
NEOA Achievers Awards	Debora McCann	3	X	
Newsletter	Elaine Leavitt	4		X
COUNT OF NON-VOTING MEMBERS PRESENT			2	2

Guests - Arnold Mitchem Leadership Institute 2016-2017 members (7): Terry Charlton, Casey Henderson, Vincent Kloskowski III, Katie Morrison, Cathy Printon, Mona Savastano, Shane Stacey

Total Voting Members: 25

Voting members present: 19 total

Quorum Established: 19/25 at 09:06 AM

Full attendance during meeting total: 21/29 for the meeting

Respectfully submitted for review: June 23, 2017 by Stephanie M. Cruz