

**New England Educational Opportunity Association  
Delegate Assembly Meeting  
Westbrook, Connecticut  
April 3, 2008**

**Call to Order** – Tracy Karasinski  
Time: 3:45

**Secretary's Report** – Monda Kelley  
Move to accept: Elaine Leavitt  
Second: Reggie Jean  
Approve: Motion Carries

**Treasurer's Report** –Mary Jo Madden:  
Trio day and the annual conference partially completed, the budget looks on track and in the past couple of years, and we have had cd's.  
Looking to accept credit cards  
Debit card for officers for use at NEOA

**Steve McGrath** – member: questioned about the Fiscal year report 2006 that information year in the report was a year and a half old.

Mary Jo stated that all of the information is at the accountant at review. The Fiscal year ends on Aug 31, 07 and she has been following the process that has been in place. The Auditor's report has not yet been submitted.

**Yvette Lane** – member: questioned, why the Auditor's report has taken so long?

Mary Jo Madden responded that - beginning as with Karen Scott's tenure there has been additional work that needs to be done to change over to the online accounting system, and we are still working on the process for that. The report should be ready within the next month. The board, finance chair and various members have access to the on-line versions of QuickBooks and information is shared.

**Reggie Jean** - asked that it be sent out on the list serve.

Mary Jo Madden – responded that when the audit is completed, if people would like to see it, Kasey Henderson could send out the audit on the List serve.

Some membership stated that they would like to see a current record of the report.  
Deb McCann agreed and took over audit as finance chair and for next year, her goal is to ensure that a current report will be available.

Alvin requested a current audit and Mary Jo would make it available tomorrow.

Donna Thomson said that most of the time, the current financial picture is three months behind.

Deb McCann said it would make sense to have the 06- 07 audit available.

Mike Dennehy said that it could be printed from QuickBooks today.

Keller feels that would not make sense to have it available at this meeting, because it can be available on line

**Vice President's report-** Nella Signorello

215 registrants for the conference:

Great Job Nella! Thank you!

**President's report -** Tracy Karasinski

Reflected in the annual report:

Great discussions, great diversity, what will it look like in the future and who does it need to be in order to remain viable.

Acknowledge: New members to the NEOA board this year and hopes that new members will continue The Report reflects what the board has accomplished under Linda Shiller and so far this year. The report also reflects what NEOA is about, it contains job descriptions, and copies of the new marketing materials.

**Committee members:**

Public Relations – Paul Lynski

Paul with Julia Nesbitt is working on brochures for public relations for TRiO Programs.

Paul has also been working on a TRiO newsletter.

**Education legislation, advocacy and state initiatives –** Sarah Morrell

Activities: preparation for, orientation to, and participation in the Policy seminar in March. Tracy Karasinski reported out on behalf of our region.

Talks about current appropriations and letters that we were asking members to sign on to and addressed the Reauthorization Act.

Work on NEOA members' survey for the finance committee. Members in favor of using credit cards.

**Three state initiative proposals:**

Maine Rally at the Legislature

Vermont 501C3 status

Northfield Mt Herman celebrated 40<sup>th</sup> anniversary  
Proposals in the works from Mass and Connecticut.  
Looking for others

Trio booklets on the website to get a good representation of Trio and will be looking for more activities in the future.

**Development committee - Julia Nesbitt:**

Fundraising goals 34,000 we are at about 60% of that. Make sure that VSAC is added to the report for their contribution.

Development is about building relationships with potential funders:

**Finance Chair - Deb McCann**

Thank Karen Scott for her help and Karen Madden for her work as treasurer.

Thank Sarah for creating and distributing survey and thank the organization concerning the use of credit cards.

Financial report is not in annual report due to printing error.

Healthy budget

Four cds 22,000 to 4, 000 – only bad part is that interest rebates keep going down.

**Membership and credentials: Membership new and current- Kristi Pierce and Jennifer Buckley**

They are looking for funding sources and to work with public and elected officials in TRiO education. They are going to use the produced materials to target specifically those markets; which can provide support needed. Additionally, the new newsletter, that was changed to a quarterly newsletter is short, current and contains set and current articles to provide comprehensive information to potential funders and to potential members. This information is all available on the website, Brochures are in MEFA and there are 500 copies of each – which will be used in a strategic direction for next year.

Membership publications will be a tremendous benefit to use for recruiting new people

294 paid members

70 members renewed and the checks are being processed.

Setting up membership renewal

Conference

Ongoing maintenance and duplications removed and up to date materials

Present benefits to being a member.

94 – Members are in attendance.

**Professional Development:**

Karen Keim

She has been working on creating a standardized funding preprogram to connect programs to leadership institute, relevant topics replacement to professional development. The update is in the report.

### **Technology Report:**

Kasey Henderson:

Working with Reggie Jean Re: Alumni Registry

Worked with Paul on the newsletter. Current version is on the website.

Working with finance committee to work with credit cards

Leadership Institute – information to be worked on in the later date.

Recognize Kasey and Steve Visco for making technology such an important part of the program.

### **Alumni and Achievers:**

Reggie Jean

NEOA Achievers luncheon

Alumni initiatives: alumni registry – 40 to 50 registered alumni went back to 2005 and currently we have a 100% increase of alumni increase to 105 alumni.

45-50 alumni with staff and alumni staff included.

Last initiative board approved on 3/31. Will launch a FACEBOOK account. A closed site specifically for alumni. This is going to be a pilot program.

### **TRiO Day: - Marsha Innis- Mitchell, Jodi DeGregorio**

Fantastic TRiO Day! Commend the work of the committee to put together Trio day in Worcester, Mass and was attended by approximately 640 students and staff. The information Trio Day is in the annual report

### **Leadership Institute: - Sigh Searls**

There was no Leadership Institute this year because of a lack of participants

This year, there are five people applying and three more interested. Brooches are available to interested participants, they were handed out at the Leadership Institute reception, which was heavily attended, and many LI Alumni attended. In addition, many new, interested potential participants. Application materials have been updated on the website and Kasey has been very helpful in assisting in keeping information up to date. This year's Leadership Institute can run with a minimum institute attendees is ten participants, fifteen is the preferred number. The deadline for application is May 30<sup>th</sup>.

### **Past President's Report/Strategic Planning - Linda Shiller**

Strategic plan is in annual report. Plan is a working document, and we really try to meet goals and track accomplishments. These goals align with the council's strategic plan.

### **Elections:**

Karen Madden – President Elect

Dani Adler – Vice President

Steve Visco – Treasurer  
Monda Kelley – Secretary

Linda Shiller: Call to move to close nominations:

Mike Dennehy – close

Second: Karen Scott

Vote: to close nomination

Motion carries:

Move by: Steve McGrath to accept slate as presented with the four of the five candidates present.

Second by: Sigh Searls

Australian ballot not necessary.

Motions carries

**President's thoughts for next year:**

Would like to concentrate on Fair Share commitment for next year this is the first time in history of NEOA to repeat leaders and Donna is ready to take the challenge.

Goals are in the booklet.

There is a Fair Share Chair in every state.

**Old business:**

None to record

Move to adjourn: Dan Gordon

Second: Reggie Jean

Meeting adjourned: 4:51

Respectfully submitted:

Monda Kelley

Secretary