

NEOA Board Meeting 2008-2009

Date: January 30, 2009

Location: Community College of Rhode Island

Members Present: Donna Thompson, Karen Madden, Tracy Karasinski, Dani Alder, Maria Dintino, Steve Visco, Monda Kelley, Kwasi Gyambibi, Angela Quitandamo, Bill DelGaudio, Jennifer Jones, Channa Srey, Sara Lynn Sockalexis, Dan Gordon, Karen McGovern, Ramon Gonzalez, Sarah Morrell, Paul Lynskey, Lillie Squires Wright, Casey Henderson.

Agenda Item	Discussion	Action
Call to Order		Motion to accept: Dan Gordon, Second: Karen Madden: So approved. 9:34
Role Call	We have a quorum	
Secretary's Report		Members will look over November minutes and specifically their own sections of the secretary's report, and get back to Monda Kelley
Finance Committee Report Steve Visco for Deb McCann	Registration costs: Dani Adler and Maria Dintino Early Bird – Members \$345.00 non-members: - \$375.00 (Before dates Feb 22 – March 15 Regular Registration \$ 395.00 non members - \$ 465.00 Feb 22, March 15 After March 1 \$425.00 non- members - \$495 One day cost \$150.00 non-member - \$210 Pre conference \$40.00 half day non-members \$ 65.00 Pre conference David Parker from St. Louis – Self-determination, and universal. Design and master peer led techniques for at risk learners.	Dani and Maria will follow-up with dates for registration and late registration dates. Motion to accept conference fees: Karen Madden Second:

	<p>Paul Lynskey asked the total cost of the conference? It's about \$1000.00 per participant. And asked if there is a way to look at making the cost of the fee more attractive: Bill DelGaudio suggested that we invite outsiders.</p> <p>Examine cancelation policy for the conference: \$50 for processing fee Extended to 10 days prior to conference Basically the same cancelation policy as it was before only with an additional processing fee. Change to 72 hours to nine days, rather than 10 days. The Cancellation Policy now reads:</p> <p>NEOA Cancellation Policy</p> <p>Registration fees will be refunded to parties giving written notice of cancellation ten (10) days or more prior to the scheduled event, less a \$50 dollar processing fee. Fifty percent (50%) of registration fees will be refunded to parties giving notice of cancellation seventy-two (72) hours to nine (9) days prior to the event, also less a \$50 handling fee. No monies will be refunded to parties giving less than seventy-two (72) hours notice of cancellation prior to the scheduled event.</p>	<p>Sarah Morrell</p> <p>Motion carries:</p> <p>Move to accept changes to fiscal policy Tracy Second: Ramon</p>
<p>Treasurer's Report Steve Visco</p>	<p>Changes: Income from TRiO Day. General expenses: None for TRiO Day yet, some are over, buses for example. Hotel less than anticipated as is food. Leadership Institute: Directors contract? When is Steve supposed to write the check? Sarah said there was an initial contract, and there is a question if there is a new contract. Steve will get in touch with Mary Jo Madden to see if there is a contract. Sigh Searles said he would be willing to take some of the cost out of his contract, but Donna said that shouldn't be necessary. Pay Pal is working well for TRiO days and we will be using that for the conference Karen Kiem appreciates the use of Pay Pal.</p>	<p>Tracy Karasinski and Steve Visco will follow up with contract issue.</p> <p>Motion to accept Tracey Karasinski Second: Sarah Morrell Motion carries</p>

<p>President's Report Donna Thomson</p>	<p>This fall, Donna attended meetings. We are not quite at the half-way point with the Board structure. Donna is excited that she will have opportunities to do more board work this spring. Donna is excited about the Leadership Institute, and with TRiO day. Professional development, we have learned a lot of lessons, and we have got some good structure for the future. Donna is excited about the structure of the Conference. The strategic plan – we need to recover some of our thoughts about the plan and begin to work on it. We need to clarify what our true costs are and we need to address these costs. It is exciting to have a voice in the national level for SSS, and Talent Search, and it is exciting that we have a voice in that. The Policy Seminar is going to be an exciting event that we will really be able to evoke changes. We have a great deal still to do. What are the roles and the hidden roles of the President Elect, and that we need to have the cost structures laid out and to create an infrastructure for our budget. COE – We need to adapt and reach out to our legislatures and locally we as experts are at the table on the national level.</p>	
<p>Past-President's Report Tracy Karasinski</p>	<p>Professional development: worked on adjusting the policies for Pd, but in light of the PD activities Tracy would like to put together a committee, and make that a larger initiative. Nominations and elections: Tracy is looking for assistance in the form of a nomination committee. Nom forms need to be completed and returned prior to March 2nd. Steve has agreed to continue on as Treasurer. Will need a secretary, and we will need a Vice-President and Conference Chair. Dani has asked that if anyone interested in Conference Chair could follow along in the process in the development of the conference. Thank you Tracy for setting up the accommodations for the meeting this month!</p>	<p>Please talk to your colleagues in regard to considering running for an office on the NEOA board.</p>
<p>President-Elect's Report Karen Madden</p>	<p>Karen has done a great deal of work on Fair Share; There are still a number of Board members have not made a contribution. ASPIRE has challenged us to contribute, and ASPIRE has more contributions.</p>	<p>Make your contributions. Vermont is challenging other</p>

	<p>Maine has had a very successful event. Looking for individual contributions. Open to ideas to solicit smaller contributions, maybe to have a talent show at NEOA. If you cannot find the donation information on the Website, then please contact Karen Madden and she will send you a form.</p> <p>Sarah Morrell said it is very important for us to understand that the Upward Bound programs that got defunded last year were refunded through the efforts of COE. Tracy is wondering if there is a way we can ramp up publicity for Fair Share Contributions.</p> <p>Sarah Morrell wondered if we could make a donation to honor our regional retirees. Maine had a great initiative to get people to contribute to Fair Share.</p> <p>Dani and Marie ask that for a committee to put together a talent show. Bill DelGaudio, Donna Thompson will help, and possible Linda Rottmann may be willing to help out. Karen Madden also said that she would also be willing to help out.</p> <p>At COE the board made the decision to increase institutional memberships to \$3000. COE created a sheet that has talking points to take back to your institutions. This is beginning July 1st. Membership will include a subscription to Equality and other publications. There is a fee schedule on the talking points sheet. The one advantage is that all programs will receive the subscription to Equality and other publications rather than paying a fee to obtain the subscription.</p> <p>TRiO day is in Vermont next year.</p>	<p>boards to meet or exceed Vermont's contributions.</p> <p>Talent/untalented/ What would you do for a Klondike Bar competition. committee at NEOA: Bill DelGaudio, Donna Thompson, Linda Rottmann, and Karen Madden would be willing to help out.</p> <p>For TRiO day in Vermont: Please let Karen Madden know when school vacation is so that we can plan accordingly. State President/ State Liaison please follow up with this.</p> <p>Officers for next year. Committee chairs please let Karen Madden know if you are interested in continuing on in your committee.</p>
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<p>Vice-President's Report Dani Adler, Maria Dintino</p>	<p><i>Not a part of the official minutes: Big thanks to Casey Henderson for all of his help with the conference.</i></p> <p><i>1. Time for the conference to be on everyone's radar screen. What do we need to be aware of at the national level or at the regional level, and to try to address the need for people to be involved? Please keep conference committee aware of any information from COE that may impact the conference. Karen Madden said that COE would like to have a CAS Standards workshop on professional standards. Sandra Taylor Smith. Mike Denhey may also be a person who could present.</i></p> <p><i>Kathy Cody might be interested in doing a presentation on STEM. Donna said she would be willing to follow up with someone to present.</i></p> <p><i>Dani and Maria said they are interested in having a panel to address upcoming interests in the educational field on STEM and POSSE, and they have contacted Robert McLaughlin.</i></p> <p><i>Regional Level: State meetings: any information that needs to be shared in workshops at the conference. Regional issues may have to be more flexible.</i></p> <p><i>Issues: Next steps for confirming Linda Byrd- Johnson Thursday morning brunch. Kimberly Jones Heather Valentine Laura Kaniot – who has a radio program in NH. She may be a person who could spread the word about TRiO Sarah M. recommended a speaker from the Strong Women- Strong Girls organization and information about being an entrepreneur Is there time for a speaker at the banquet with the Leadership Graduation?</i></p>	

Pre-conference is in the afternoon on Monday with the board meeting on Sunday.

Workshop Speakers:

Award recipients:

Claiborne Pell

Carol Shea-Porter, Ingrid Lemaire, Charlie Desmond, Chris Saunders.

Board members spoke about the following nominees:

Chris Saunders.

Charlie Desmond-

Carol Shea-Porter-

Sarah Morrell suggested that since Claiborne Pell passed away this year it may be a good idea to honor and recognize him for his work. So, rather than have a Pell award, stop and just honor his memory and not present an award.

The board is in agreement that the three nominees for the Claiborne Pell award or Chisholm award be considered for the Shirley Chisholm award.

Shirley Chisholm – *Chris Saunders, Carol Shea-Porter*

Carol Shea Porter was selected for this award. At the Achievers Luncheon

Marion Belgrave- Howard – *Pat Hage, Marlene Stuart, Linda Byrd Johnson, Marsha Johns, Joe Costa, Ann Coles.*

Board members spoke about the following for the Marion Belgrave-Howard

Award:

Joe Costa

Kristie Pierce -

Joe Costa was selected for this award if he has not already received this award.

We will entertain a Board Meeting tomorrow for the award nominees: after we hear from Joe as to whether he has received this award in the past.

Possibly recognize all of the folks who are retiring separately:

	<p><i>Kwasi Gyambibi requested that possibly the presidents award Dan Fogel – UVM for flying students to UVM for visits. Rick Dalton- founder for CFES – College For Every Student.</i></p> <p><i>Workshops: Looking for someone to present information on immigrants.</i></p> <p><i>Panel: New education initiatives panel: Study skills. Match Charter school? Shout it out workshop vs. vendor? POSSE program, Torch scholars program, Ronald Myers? Paying students for good grades. New best practices. EOC single parent program, Veterans serving veterans Upward bound program.</i></p> <p><i>Emeritus membership: Free membership for those who have retired? Honoring retirees: Invite to Presidents’ reception and honor them there. Newcomer’s reception as a way to engage with newcomers.</i></p> <p><i>Do we allow vendors to conduct a workshop and participate as vendors? Sarah Morrell suggested that we have a “vendor strand” that allows vendors to present their information and set up a vendor piece but that is identifiable as a sales opportunity for them, and can be avoided if attendees wish.</i></p> <p><i>Leadership Graduation</i></p>	
<p>Development Pati Gregson</p>	<p>Received a packet from Julie and sent out e-mail, asking for donations. VSAC was not able to donate this year because of their financial situation. Has not heard back From Teri, MEFA is willing to look at a proposal. National College Access network may be a program to look at; Gates, and Lumina Foundation. Sarah Morrell agreed to reach out to Shelley Saunders of ASA again</p>	<p>Send Pati Charlie Desmond’s e-mail.</p> <p>Please let Pati know if there is anyone in New</p>

	this year.	Hampshire who may be willing to donate
Legislation and Education Sarah Morrell	Sarah has rejoined the COE board, and serves on the Finance committee, International Access, and professional development committees. She ran the board retreat for the COE board members this December.	
State Initiatives Sarah Morrell	<p>SI Grants have been made to Vermont and New Hampshire to date; May be able to entertain two grants per state. Encouraging all state to submit proposals. Suggestions for proposals would include developing a State Policy Seminar and other ideas that will help make TRiO programs more visible. If you would like to see a model of other successful grants, please ask Sarah.</p> <p>Policy Seminar: The support is there from NEOA for your participation in Policy seminar. Team leaders in each state: Information is going to last year's team leaders in some cases, so Sarah will forward all state info from COE to the whole current board. COE is asking for identification of team leaders and alums from each state. The forms are coming from Heath Alexander.</p> <p>By the end of February, COE wants all of the legislation visits scheduled. Leadership Summit before Policy seminar: Final event on Wednesday, Department of Ed Relations meeting. Arrive by Sunday. Leadership summit is a great way to get involved, and prepare to meet with the Senate.</p> <p>There are many different events for the alums and there is a fee of \$175.00. NEOA can reimburse up to \$1,000.00 for two alumni each and \$1000 for one designated staff person, per state, who serves as a team leader.</p> <p>Please spend program money or state money and seek reimbursement for up to \$1000 per person (one team leader, and two alumni, for a total of up to \$3,000. Per state).</p> <p>Steve Visco (and Sarah) has revisited the forms to make them more user friendly for the people using them. There is a great deal of information on paper. Steve is going to send out the forms on an excel spread sheet. No receipt, no reimbursement!</p>	<p>Please get your awards in and think accordingly</p> <p>Team leaders; Kwasi, Dan for NH , Karen McGovern for Vermont, Sarah S. for Maine, Channa for Mass, Eric for RI.</p> <p>Steve Visco is going to e-mail excel form to participant. They need to have receipts and a signature on them.</p>

	<p>It is important for the presidents to get the answers for Policy Seminar questions distributed to Donna for her report as soon as they get responses to the questions that are posed. 860-262-0316 you can text Donna or call her on her cell phone. Please e-mail Donna with your cell phone number. Sarah recommends that it is important to get the cell phone number of everyone in your state to facilitate quick communication during Hill visits. Keep in touch!</p> <p>Please let Sarah Morrell know if you need help or if you have any questions.</p> <p>Sarah hosted College Goal Sunday at BCC site again this year in MA.</p>	
Professional Development	No report	
Membership Ramon Gonzalez	90 people who have renewed and paid their membership. Ramon created a template letter for Public Relations and has that information available for registration.	
NEOA Achiever Alumni Report Lillie Squires- Wright	We have 3 excellent candidates for NEOA Achiever. Lilly needs to get information out about the conference. Ramon is handling the alumni reception. Ramon and Casey will put something on the website. Alumni reception is March 31 st from 6:00 – 7:00.	
Strategic Planning	No Report	
Technology Casey Henderson	Casey has been working with TRiO on-line registration. He has several improvements in mind for next year. Paypal has been implemented. Casey did set up a webpage so people could go back and retrieve their total, and they could go back if need be to make changes. Casey is working on a page to assist students with college choices. Registration for NEOA should be up next week, with appropriate changes. Assisting with achievers and evaluations.	
Public Relations Paul Lynskey	Most recent news letter was expanded. Pulled together a letter for Anne Coles retirement party.	
TRiO Day	Ann did a great job negotiating the hotel costs and she also got free breakfast.	

Steve Visco	Registration is closed at 660 people	
Leadership Institute	Up and running- Graduation planned for NEOA Conference.	
Connecticut Kwasi Gymabibi	Still collecting from IOU's for raffle at the state conference. Alum to send to DC. Hoping that he will be able to pay his own way. He is a publisher. College Goal Sunday went well; information was passed out on how to lobby. This year at state conference was the first year that had a silent action went well. Will increase contribution to Fair Share.	
Maine Sarah Lynn Sockalexis	Jerry Ellis came to the first executive committee meeting. Have 6 alumni nominations for policy seminar	
Massachusetts Channa Srey	Professional development: organizing pd workshops entitled "pass on the passion" to sustain motivation and passion for work staff does. Developing leadership and team building will also be on the agenda for workshops on March 12 th . attended Las Vegas –TRiO training and budget management. Help put information into prospective in regard to how much there is to need to know in regard to regulation and legislation. "Click a thon" use a site called good search and program receives a penny for every time site is searched. Money will be used for association. Advocacy – wrote to congressman and senator and outlined how programs assist in the community. Using templates Sarah developed and sent to state leaders. Policy seminar: still looking for alumni to participate. In the process of organizing a state policy seminar, no date has been established yet. Working on the creation of a booklet that will highlight students and share information about programs-a year book to share with legislations.	Share policy seminar letter call for alumni and "click-a-thon with list serve.
New Hampshire Dan Gordon	The whole state has committed to working with Dani and Maria in regard to the conference. Updating website. And applied for an NEOA State Initiative grant to create a yearbook to share. There will be a TRiO achiever at the conference, which is wonderful because there hasn't been an achiever there in a long time. Has been	Please send information about your best practices to donna

	putting on workshops for the health care professionals, the student advisors, a work shop for each group and the athletic trainers and working to share information with each group about Trio students and their needs. NH access. Presented a workshop to a group under the auspices of NEHE, New England Higher Education.	
Rhode Island Bill DelGaudio	RI student authority presented a series of workshops about financial literacy. Presented Sergeant Shriver scholarship. Trying to get the message out that they exist. Joe Costa is retiring and is working with others to reach out to alumni to support SSS and college prep program. Trio presence at College Goal Sunday. People volunteered to work on the improvement of the website.	
Vermont Jennifer Jones	Five professionals going to Policy seminar and two alum. Looking for new leadership. Received NEOA grant and COE grant that Karen Madden wrote. Trying to make State Trio day more of a policy seminar. Trio day first committee meeting is May 1 st . \$2000 of budget is for a scholarship. Vermont UB was called to a mandatory conference call with Dept Ed, mostly APR questions. If you are chosen for an AIR evaluation you will be notified 6 to 8 weeks in advance. The evaluation is designed to look for best practices.	Jennifer will share information with the board website.
Old Business		
New Business	Shirley Chisholm - Carol Shea Porter Marian Belgrave- Howard- Joe Costa Pell Award – honor Senator Pell	Motion to approve these recipients: Tracy motion Second; Dan
Adjourn		Motion to adjourn Karen Madden Second: Jennifer Jones 12:55
Additional Comments:		