

**New England Educational Opportunity Association
Board of Directors Meeting, Cape Codder Inn
Cape Cod, MA
April 6, 2010**

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| Tuesday April 6, 2010 | NEOA BOARD MEETING AGENDA |
| 8:30 - 10:00 am | Discussion of Strong States/Regional Support |
| 10:00 am - 11:30 am | NEOA Official Board of Directors Meeting Call to Order Action: Approval of Agenda Secretary's Report Action: Acceptance of September and November 2009 Board Meeting Minutes Treasurer's Report Action: Acceptance of September and November 2009 Treasurer's Report Finance Committee Report Vice-President's Report (Conference Report) TRIO Day Report |
| 11:30 am – Noon | Old Business: |
| Noon – 1:00 pm | Lunch |
| Noon | Adjourn |

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| Agenda Item | Discussion of Strong States Karen handed out the Score Cards for states to assess the strengths of their state organization. Groups were tasked with how to build capacity and strengthen state organizations. Monica suggested that we do the scoring in the state meetings. Score scale 1= low 5 = high | Action Karen wants a copy from each state and ratings filled in on the score card before people leave the conference on Friday |
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| Call to Order | Meeting called to order at 10:00 by Karen Madden All reviewed agenda | Tracy made motion to accept Agenda Reggie seconded Motion Passed |
| Role Call | Karen Madden, Reggie Jean, Donna Thompson, Kristin Sweeney-Moore, Angele Goss, Terry Callahan, Maribel Sanchez, Alvin Riley, Monda Kelley, Gaelyn Sibbald, Ted Ogaldez, Tracy Karasinski, Ramon Gonzalez, Monica Sargent, Sarah Morrell, Paul Lynskey, Laurie Davis, Casey Henderson, Steve Visco Bill Delgaudio | |
| Secretary's Report | Reggie had these changes: President Elect Report Fair Share 5 states met the 6 for 6 goal. Second to last sentence We are at 75% for donations by the board and by April 100 % from all board members. Strategic Plan questions Leadership Institute Write -Written report . | Angel made a motion to accept the minutes with changes added by Reggie. Motion Seconded by Reggie. Motion Passed |
| Finance Committee Report | See Treasurers Report below. Finance Committee met Monday evening and Steve walked through the budget by line item and provided details on overall good financial health. See Tracy's written Report. | |

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| Treasurer's Report | <p>See written report and Steve handed out the budget to all and made these updates:</p> <p>Income: Income Annual Conference: Looks like we will be in very good shape and expecting to be above budget on registrations. General Income: Member dues are above budget level, State dues are needed from Conn. And Donna was asked to follow up. Steve will also follow up with the state treasurer at the conference. Trio Day Income: \$6,000 more out of that event more than anticipated. Busing was less cost this year due to program partnership. Conference costs are looking good so far.</p> <p>Expenses: COE expenses line: Everyone worked at keeping this line item down by paying some costs out of their own budgets. There were also cost savings from one COE board meeting due to hotel complications where people had to be moved. General Expenses: We are controlling costs for the board meetings this year by eliminating one meeting and asking states to pick up mileage when they can do that. Lunch at June meeting will be POT LUCK. You will be notified of an item to bring. Conservative Approach to the budget this year is working. NOEA is fiscally sound. A half year operating cost reserve in the bank helps to assure this status.</p> <p>. See also Written Report April</p> | <p>Motion to accept Treasures Report made by Laurie.</p> <p>Alvin second.</p> <p>No discussion.</p> <p>Motion passed</p> |
| President's Report | <p>See written report</p> | |
| Past-President's Report | <p>See written report</p> | |
| President-Elect's Report | <p>See written report and Reggie handed out a power point to promote the Online Auction Proposal as a way to create revenue for the conference. Many benefits to Online Auction, see Power Point. ON line opens door to many more people to participate even outside Org. Allows NOEA to brand and market additional persons Business and donors get great publicity COSTS: \$1000 to set this up online. Shipping costs were raised as a concern. Could have bidder pay for shipping if business is</p> | |

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| | <p>set up for that. There are options for shipping. There was support from board members to move ahead with exploring the idea of initiating an online auction. Reggie said there would need to be a team that works on putting this into action.</p> <p>\$595 upfront fee required for set up.</p> <p>Environmental Best Practices for NEOA: Reggie handed out a tip sheet for reducing our carbon foot print and asked the Board to consider some options listed on his “Help NEOA GO GREEN” hand out. Motion to accept the Help NEOA Go Green was made by Steve Visco Gaelyn seconded the motion Motion passed</p> | |
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| Vice-President's Report | Conf Report Things going well. Registration up to the moment is 215? More signed up after the early bird date due to roll back of deadline Workshops out and online early made a big difference Conf. Change: Keynote schedule was pushed back. On budget with all cost categories Hotel very accommodating Cut costs by having people bring LCD projectors Not expecting many more registrations. Achievers are all lined up thanks to Lillie who coordinated the effort. She is not able to be here. Staffing is all set. Excited and ready to go. | |
| Development | See Written Report, Monica | |
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| State Initiatives | Vermont and NH wrote successful state initiative grants. Those events have happened and reported to be successful. | |
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| Membership | See Written Report, Ramon | |
| NEOA Achiever Alumni Report | See Written Report, Lillie | |

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| Technology | See Written Report, Casey | |
| Public Relations | | |
| TRiO Day | See Rick’s written Report and other comments here from those in attendance: Gaelyn commented about the great experience her students had. Sarah had 30 students and has gone every year. She suggested tweaking the Scholars Bowl to make things fair since some students had a reaction to this. Monda liked the fact that students could see more than one school. Karen heard students were glad to get there and not have to get right back on a bus. Student advocacy letter writing was effective and resulted in 50 – 60 great letters that Karen mailed to Kim Jones. | |
| Leadership Institute | See written report, Sigh | |
| Connecticut | See written report. Donna Know how to go: Statewide policy day is being organized to bring those who got funding to the table for updates. | |
| Maine | See written report Laurie is working on developing advocacy network for college access with partners in Maine. | |
| Massachusetts | See written Report. Gaelyn said they are having a state policy seminar this spring and expects a good turn out. Mass Meeting last week happened with board of higher education to bring awareness about TRiO programs. They got great feedback from them that they found useful. | |
| New Hampshire | See written Report | |
| Rhode Island | Verbal Report Bill Delgaudio State President report: Eric Kline was an excellent program rep who attended Policy. There was a fundraising event with Senator Reed and there is some work happening on letter writing. Bill did a survey in his state to see if there was interest in participation in REOA. 80% said they would continue to be paid members. 50% said lets join another State Org. | |
| Vermont | See written Report. Also Ted attended Trio Day at the Statehouse recently and reported that this was a well attended event with good representation by attended the 16 Vermont trio program who brought students and staff. | |
| Old Business | Talent Show: Where will the \$ go from the Talent Show Event? Karen made a decision for the \$ made from this event to go to COE last year. | |
| New Business | Charlie is retiring at the end of the year and we need to find a new home for the board list and | |

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| | <p>the membership list and the Trio list serve. . Casey will take this on in the future and costs for then next few months to set this up will be \$40...</p> <p>Tracy made a Motion for expensing \$40 for the switch over for the list serve. Alvin seconded. Motion passed.</p> <p>Event Rotation Schedule: Reggie sent out a proposal to adjust the order of the conference and trio day schedule. Every state has two years between when they hosts Trio day and the conference. 2012 Vt. does conference, RI 2013,</p> <p>Concerns: The rotation now is north south and rural and urban. There is an advantage to this approach with attendance.</p> <p>Also concerns about the revenue since the history suggests lower attendance in Vt. and RI. S. Need for more information on revenue generated from both Trio Day and the Conference for the past few years. Steve will bring the financial impact to the June meeting. More discussion and follow up at the June Meeting. Reggie will send out the</p> <p>Renewal Notification: Monica asked if a mass membership reminder go out on email to notify them when memberships expire. Suggested sending an automatic invoice to all who have not paid their membership.</p> <p>Paul Lynskey: History of NEOA: Future item for Agenda - What is critical for history and archiving of NOEA information, Achievers, Awards?</p> <p>Strategic Planning committee Meeting: This group was charged with coming up with goals to present to the NEOA board in June. The group will work on this prior to meeting and get this to Karen in advance of the June Meeting.</p> | |
| Adjourn | 1:00 pm | |