

**New England Educational Opportunity Association  
Board of Directors Meeting**

**Blue Water Farm ([www.bluewaterfarm.net](http://www.bluewaterfarm.net))  
Andover, NH  
June 10 & 11, 2010**

12:00 pm – 1:00 pm	Potluck lunch at Bluewater
1:00 pm – 3:00 pm	State Presidents/State Liaisons and committee members: Board Job Descriptions, VT and Key Bank, What are best practices in publicizing the work of state organizations and state web pages, state resources sharing/partnerships, public relations for TRIO programs
3:00 pm - 3:15 pm	<b>BREAK</b>
3:15 pm - 5:00 pm	Strategic Plan/NEOA History
5:00 pm – 6:00 pm	Order pizza/move into rooms
6:00 pm – 7:00 pm	<b>Drinks/Dinner</b>
7:00 pm – 8:00 pm	<b><u>Finance Committee Meeting</u></b> with Finance Chair, Pres, Past-Pres, Pres-Elect, Alumni, Development, Prof. Development, Membership, Conference, TRiO Day Chairs and State Initiative Chair
8:00 pm - 9:00 pm	<b><u>Strategic Planning Meeting:</u></b> Committee members-all are welcome

**Members Present: Karen Madden; Angele Goss; Casey Henderson; Donna Thompson; Gaelyn Hastings; Kristin Sweeney Moore; Laurie Davis; Lillie Wright; Monda Kelley; Monica Sargent; Ramon Gonzalez; Reggie Jean; Sarah Morrell; Sigh Searles; Steve Visco; Ted Ogaldez; Terry Callahan; Tracy Karasinski; Angela Quitadamo, Guest**

---

Agenda Item	Discussion Sarah moved to accept agenda Laurie seconded.	Action
<b>Call to Order</b>	9:00 by Karen Madden	

<b>Role Call</b>	See List above	
<b>Secretary's Report</b>	<p>These corrections have been made to April Board Minutes:  Page 5 VP report cut costs LCD not LSD.  Page 6 Maine report take out and  Page 2 calls to order and seconded. Add names</p> <p>Motion to accept minutes as amended made by Tracy  Second by Reggie. Motion Passed</p>	
<b>Finance Committee Report</b>	<p>Finance reviewed NEOA's success with being within budget this past year.</p> <p><b>Action items:</b> Need payment to the NEOA Reserve. Currently NEOA has \$64,000 in reserves which is in line with our strategic plan.  Kristin proposed a motion to bring up the amount in the reserve up to \$75,000 with a check written in the fall. Motion Seconded by Steve Visco, <b>Motion Passed.</b></p> <p><b>Action Item:</b> Tracy discussed a proposal to increase mileage coverage by five cents for board travel for all who car pool with at least one other board member. This would result in an increase from 40 to 45 for those who carpool. Rate would stay at 40 cents for all those who drive on your own.</p> <p>This will go into the fiscal policy.</p>	<p><b>Motion made by Kristin:</b> Proposal is to increase mileage reimbursement rate for board member who car pool to 45 cents. Gaelyn Seconded. Vote 13 in favor, opposed 3, <b>Motion Carries.</b></p>
<b>Treasurer's Report</b>	<p>Steve went over a hand out on the budget. The big expenses are in from the conference. All costs were contained this year. Over on income by \$8,000 due to registration and ads. VSAC, MEFA and Johnson State College were the three underwriters for the conference.</p> <p>Member dues are over by \$1300 thanks to Ramon and his efforts to contact members. We are short on State Dues but that is being addressed.</p>	<p>Motion made to accept the Treasurers report</p>

	<p>Trio Day was a money maker this year. For the year we were up on Income \$5200.</p> <p>COE expenses were down due to savings from no hotel costs at Florida COE meeting. One less board meeting helped to have board costs down this year. \$40,000 under on Expenses this year over all \$44,000 Net income for the year.</p>	<p>made by Sarah Morrell</p> <p>Donna Thompson seconded.</p> <p>Motion Passed</p>
<b>President's Report</b>	See Karen's written Report	
<b>Past-President's Report</b>	<p>Donna sent a written report and today did a brief update and mentioned funding 10 grants.</p> <p>Donna also thanked Karen for her fiscal responsiveness this year and the success that resulted from cutting NEOA costs.</p>	
<b>President-Elect's Report</b>	<p>Reggie sent out a written report and today went over these highlights: Two regional associations NEBI and NEACAC that Reggie has contacted in an effort to collaborate more in the future. Discussed attending each others conferences as way to stay connected. This would be open to Presidents and one other designee. The intent would be to inform and bring back information.</p> <p>Online Auction was approved in April; Reggie has registered and started the online work. This is scheduled to be live in March of next year. Reggie will send out a link for testing soon.</p> <p>Reggie is drafting a New England Trio and GU Directory.</p> <p>Leadership Institute: Sighs has done a good job of getting the word out.</p> <p>Trio Day 2011: Reggie sent out details about two Hotels in the RI being considered for next years Trio Day. Hyatt is \$99. Per night. Plus \$20. Resort fee. see spreadsheet that Reggie sent out for further details.</p> <p>Crown Plaza will offer free cont. breakfast and food is cheaper over all. No charge</p>	<p>Motion: Reggie made a motion to go with the</p>

	<p>for AV, \$89. Per room flat rate. Both are ADA compliant, and have free parking and prices are guaranteed.</p> <p>Reggie got input on number of days planned for Trio Day and most were in favor of three. Dates not set yet for Trio Day but states passed on information about school breaks. Reggie will aim for vacation dates for Trio Day. Currently the Crown Plaza in Warwick is the preferred hotel.</p> <p>Reggie wants all board members to have an NEOA file in Google Docs. so that important papers can be passed along to next year's board. Reggie will send out a link so that current board members can start to use it and get familiar with this new approach and upload files from this year to have those in place for the new board in Sept.</p>	<p>Crown Plaza for Trio Day. Karen second. Motion Passed.</p> <p>Motion: Reggie made a motion that we realign the conference schedule so that it happens in Vermont in 2010 and in RI for 2012.</p> <p>This motion was seconded by Gaelyn. 1 opposed, 1 abstention, Motion Passed.</p>
<p><b>Vice-President's Report</b></p>	<p>Conference Report: Great number of workshops presented. A survey determined what the members wanted to see by all programs.</p> <p>Early Bird Rate brought in a few a more registrations. 216 Registered Everyone showed with exception of one or two.</p> <p>Evaluations: Over all excellent but crunch time between sessions was a challenge. Round tables were successful. Survey Monkey worked well for getting input with 101 responses that came in. People did like the keynote. All costs stayed within budget. Hotel was excellent and responsive all through our stay. Two people have not paid to date but checks are in the mail.</p> <p>Karen thanked both Kristen and Angel for their hard work in running a successful conference.</p> <p>Vendors were not a success since the vendors left the conference. \$460 from Raffle \$2774. from silent auction.</p>	

	Changes: Entertainment is not a needed feature of the conf. according to Angel. This could be a place to save \$ in the future.	
<b>Development</b>	See Written Report	
<b>State Initiatives</b>	See written Report and Sarah was glad to fund Vt. and NH this year with state initiative grants. Sarah also suggested that there be a competition.  Thanks to all who worked on the Action Alerts, and getting comments in on Reg's. Everyone has worked hard in many areas and we all need to continue with the effort. Schedule appointments with delegates who are back in your states this summer whenever possible.  Vt. still needs to submit it receipts for state initiative grant. Ted will follow up	
<b>Membership</b>	Ramon reported that there are 269 paid members to date for the regional NEOA association. Discussed a process to track members who are inactive with membership. It was suggested that in the future, have a designated person do follow up with an annual check with these individuals. State presidents could do this annually.  Future topics: There are people on the list serve who are not members. There is interest to keep the list serve broad based.  Monica suggested maintaining a list of retirees in the future.	
<b>NEOA Achiever Alumni Report</b>	See Written Report Lillie mentioned there may be two other achievers who will submit travel receipts for the conf. attendance.	
<b>Strategic Planning</b>	Discussed and updated at the June Board meeting.	
<b>Technology</b>	See Written Report and Casey says new list serves are up and running. He wants to make sure that everyone on the board is getting the reports for meetings.	
<b>Public Relations</b>		

<b>TRiO Day</b>	See Written Report	
<b>Leadership Institute</b>	Sigh gave the following update and written report to follow: 19 applicants and thanks to Reggie who helped Sigh with this process. 7 UB, 2 TS, 4 GU, 6 SSS, The applications will be reviewed by a committee of board members. 15 is the target to select. Decision will be made in a few weeks and dates will be set up soon. Mass set aside \$1200. to assist with the costs for those from that state. Locations to be determined. Hulbert Outdoor Ct. in Vt. may be one site. Camp Kieve in Maine was recommended. Please let Sigh know if you have other suggestions for sites.	
<b>Connecticut</b>	See written Report Date for Conference is Dec. 3 at Wesleyan U. Thanks to all those who chipped in to support Donna attending a legislative event in DC this past May.	
<b>Maine</b>	State Conference is Jan. 5- 7 in Orono, President Elect is Dori Feldman and Laurie is state liaison. One leadership institute applicant has applied for funding to attend. Maine is trying to develop a college access network. There may be grant funds that result.	
<b>Massachusetts</b>	See Written Report Successful state policy seminar with 25 people attending and this was the first one in 6 years. Oct. 28 is the State Conference.	
<b>New Hampshire</b>	See Written Report	
<b>Rhode Island</b>	See written Report and a proposal from Tracy, that Karen read, was also presented for discussion. RI is interested in merging with another state due to limited numbers of members in NEOA. Karen will get back to those who submitted the proposal and let them know they do not need permission from NEOA to move ahead. However Reggie says this may affect NEOA bylaws if they went ahead. Karen will suggest they move ahead with their proposal idea by following up with states directly. NEOA was being asked to respond to this proposal. Sarah thought that they did not need to ask NEOA for permission on this action. She also offered that NEOA would willingly support the effort.	
<b>Vermont</b>	See written Report Oct 14, 2010 is tentative Vt. state conference date. Monda is	

	Liaison	
<b>Old Business</b>		
<b>New Business</b>		
<b>Adjourn</b>	Pt. of Discussion: Karen was recognized for her hard work and efforts over this past year and honored with gifts and a basket by members of the group. Reggie presented a basket of wonderful products to Karen as well for her leadership this past year.	Motion made by Ramon to adjourn at 12:30 Gaelyn seconded, Motion Passed
<b>Additional Comments:</b>	Reggie announced that NEOA made fair share Heather Valentine is looking for a connection with North Shore Community College President? Please contact Sarah if you have a name.	