

**New England Educational Opportunity Association  
2010-2011 Board Orientation  
And Board of Directors Meeting  
Johnson and Wales Inn, Seekonk, MA**

**January 14, 2011**

8:40 am – 10:15 am	<b>Washington Update – Diplomat Room</b> <b>NEOA Official Board of Directors Meeting</b> Roll Call Call to Order <b>Action:</b> Approval of Agenda Secretary's Report <b>Action:</b> Acceptance of November 2010 Board Meeting Minutes Treasurer's Report <b>Action:</b> Acceptance of Treasurer's Report Past President's Report President's Report President-Elect's Report Vice-President's Report  (15 minute break)
10:30 am – Noon	State Reports: <ul style="list-style-type: none"><li>• Connecticut</li><li>• Maine</li><li>• Massachusetts</li><li>• New Hampshire</li><li>• Rhode Island</li><li>• Vermont</li></ul> Committee Reports: <ul style="list-style-type: none"><li>• Newsletter</li></ul>

- TRIO Day
- Alumni
- Development
- Disability Concerns Task-force
- Finance Committee Report
- **Action:** Approval of travel reimbursement for Policy
- Legislative & Education
- Membership
- NEOA Achiever
- Professional development
- Public Relations
- State Initiatives
- Strategic Planning
- Technology

Old Business

- Sustainability Update
- NEOA Listserv Access
- NEOA Awards
- Google Docs

New Business

- NEOA Conference Business Meeting

Adjourn

**Members Present:**

**Daniela Adler; Laurie Davis; Michael Dennehy; Dori Fellman; Ginny Fowles-Ward; Tammy Gewehr; Ramon Gonzalez; Pati Gregson; Kwasi Gyambibi; Gaelyn Hastings; Casey Henderson; Sara Henry; Reggie Jean; Tracy Karasinski; Julie Kimball; Laura Mielke; Sarah Morrell; Mirabel Sanchez; Channa Srey; William Talbot; Rick Williams;**

**ABSENT:**

**Claudia Erazo; Sue Keefe; Monda Kelley; Karen Madden; Ted Ogaldez; Angela Quitadamo; Anne St Pierre**

la Item	Discussion	Action
<b>o Order</b>	<p>Reggie called meeting to order Eric Kline will drop in today to give update on Rhode Island</p> <p>Approval of agenda-</p>	<p>Tracy made motion approve, Gaelyn seconded <b>All in favor</b> <b>Motion carries</b></p>
<b>Call</b>	See List Above ~	
<b>ary's Report</b>	<p>-Delete 'cash' from Finance Committee Report -In Treasurer's Report add 'view' onto re -In Maine's</p> <ul style="list-style-type: none"> <li>● report delete 'challenge'</li> <li>● add: Maine College Access Challenge grants Projects</li> <li>● Correct spelling of Snowe by adding an e</li> </ul>	<p>Dori motioned to approve minutes, Mirabel seconded. Ginny abstained. <b>Motion carries</b></p>
<b>urer's Report</b>	<p>Reflects updated budget approved during the last meeting. Note: line item under PR overspent, because we had not allocated payment for management of list serves and have recently outsourced those services. We have made a note to include a line item to account for that next year. Continuing with the process of depositing funds to open a new reserve account and close to being submitted. Bank wanted new authorizing signatures to open CD account. Will be completed when paperwork is submitted to bank, within the week following this meeting. Tax exempt cert for MA &amp; RI available through Julie for those on the board who need them. Google docs, was requested to put on site but will hold off for now.</p>	<p>Gaelyn motions to approve treasurer's report, Sara Henry seconds <b>All in favor</b> <b>Motion carries</b></p>
<b>lent's Report</b>	Reggie attended CT & ME's conferences.	

	<p>LI currently in session for 2<sup>nd</sup> meeting. 1<sup>st</sup> one went well. There are 15 members this year.</p> <p>Note: The board will have to decide if the LI should be moved to every year from every two years as it currently is.</p> <p>Event in ME today, with Senator Susan Collins. 3-4 TRIO members will attend. NEOA members should consider attending NE Council Feb 3<sup>rd</sup>.</p> <p>Reggie will attend next NEACAC in February about TRIO/GEAR UP and to give info about TRIO Day college fair.</p> <p>Pati is going to College Board forum.</p> <p>We don't have a PR chair this year, Reggie is working on PR.</p>	
<b>President's t</b>	<p>Karen Madden forwarded her report via email.</p>	
<b>lect</b>	<p>Pati sent her report to everyone via email, with the intent to be green.</p> <p>Received 5 proposals for conference site in Vermont 2012. She would like input/feedback.</p> <p>Pati attended COE Board meeting. GEAR UP constituent was put under TRIO and overseen by Lynda Byrd Johnson.</p> <p>Council at board meeting stressed importance of fair share so they can do their work. They expect/need two champion donors (1,000) from each state. Also looking at state boards and need 100% contributions from the board level. 8 of the 28 board members have contributed to fair share.</p> <p>Fair share coordinators: Pati (MA), Gaelyn (MA), Ramon (MA), Kwasi (MA), Alan Glotzer (NH), Karen Keim (ME), Bill DelGaudio (RI), Monda Kelley (VT).</p> <p>Council has two events going on for fair share campaign (handout).</p> <p>Dani brought up fair share for NH and the benefit last year of early registration for each institution to obtain the incentive for policy seminar reg. NH at 100% institutional membership, but according to COE's algorithm it appears that NH is at 1%.</p> <p>Dani passed on that NH felt the \$100 incentive was inappropriate.</p> <p>Not sure if the incentive for free policy seminar registration will happen this year due to concern of finances.</p> <p>Laurie suggested maybe they could discount part of the policy seminar registration.</p> <p>COE wants pledges by June 30, 2011. The \$100 pledge can be made over 10 or 12</p>	

	<p>months. Ginny thinks the pledge form is confusing because it says a min of \$100. Pati will communicate to the board that pledge form is misleading.</p>	
<b>President's</b>	<p>Extended the workshop deadline, now have 28 workshops. Coming along nicely, has been very busy. Need to outreach beyond TRIO. Would like board members to take the 'Save the Date' cards and distribute them on their campuses. Previous meeting, there was a conversation about the talent show. Despite it's popularity, it has been cut this year. The concern is with percentage of contributors and not necessarily the amount.</p> <p>Dani had concerns about other fund raisers since this was one of them. Pati suggested a raffle for fair share contributors to win a prize. Sara H. has asked for list of sponsors from Channa and is ready for Casey to upload conference registration, agenda, etc.</p>	
<b>s Concerns</b>	<p>Working with Alan Parks to determine best website for accessibility. He introduced Dani to Webwave. She will work with Casey for links to the NEOA web page. Dani will continue to ask board members to project when you speak. Can be difficult to hear w/fans and other noise.</p>	
<b>ver</b>	<p>Rick was concerned about the number of Achievers and Rising Scholars and asked the board for guidance. Dani reminded everyone to consider travel, hotel and meal costs at the conference for Achiever/Rising Star and family members. Sara H mentioned prior conversations stated 2 of each. Rick suggested a total of 3, in which the board agreed. There will be 2 Achievers and 1 Rising Star to receive awards. NOEA Achiever expenses is not listed in the budget.</p>	
<b>ni</b>	<p>Alumni page up and running, sent out several emails, is on NEOA website. No RSVP as of yet. Reggie stated that there has been an increase in alumni FB friends. There are currently 138 friends on the account, urged board to encourage alumni to join.</p> <p>Mike suggested programs link their FB page to the alumni FB page.</p> <p>Sarah M inquired about COE alumni page. Reggie discussed the COE FB page. It has been in existence for a few years. Currently COE is testing the website before going live. Last heard, it will come out this year.</p> <p>Rick suggested getting alumni involved with our regional conference and coming to meet Senator Olympia Snowe. Dani noted that the senators schedules constantly change and it may be difficult to target a definitive time. Conversation ensued around alumnus's participation.</p>	

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<b>opment</b>	State Street unable to sponsor NEOA this year. Waiting on response from RISLA, Gayle Walker (contact person). Connected w/Beth Lambert with Syntiro. So far 49 items for online auction.	
<b>ation and tion</b>	Report was distributed via email & hard copy. Obama's budget will be out the first of Feb. It's important to continue activity, especially with new members of congress. Use news outlets and PR so we can get the word out with new stories. Urged all to have fact books ready for policy seminar, important for connecting with people in Washington.	
<b>ership</b>	124 members to date. Ramon has asked programs to collect retirees email and home address for future contact. Ginny brought up a previous conversation regarding retirees having "free" lifelong membership. Reggie said it had been resolved with no free lifelong membership. Gaelyn has suggested a one-time lifelong member fee. Reggie suggested that a proposal be put together.	
<b>etter</b>	Putting finishing touches on 2 <sup>nd</sup> newsletter. January 15 newsletter deadline will be delayed due to LI meeting currently happening & wanting to put it in the newsletter.	
<b>ce Committee</b>	<p>The Finance Committee in the process of reviewing and updating the association's fiscal policies.</p> <p>REQUEST: Committee Chairs, please review the sections of the fiscal policy manual that pertain to your area and recommend updates/revisions to the Finance Committee.</p> <p>ACTION ITEM: Tracy reviewed proposed revision to the Policy Seminar Reimbursement Policy approved by the Finance Committee last night (see handout). The intention of the revision is to provide additional flexibility to states who send a delegation of alums to the annual COE policy seminar, recognizing that costs have increased over the years and strategies vary across the six states. The spirit and intention of the policy is to support states who send alums and states are strongly encouraged to send two alums.</p>	<p>Sarah M moves to accept the policy seminar document revised. Pati seconds</p> <p><b>Motion carries</b></p>
<b>ssional opment</b>	SSS Professional Development Day has been closed out and Randy has submitted funding request.	

	Can access free trials with both GotoWebinar and Adobe Connect platform for 30-day trials, thus allowing trials of both platforms before committing to purchase. Stan Davis, Maine, has done a fair amount of work on bullying. Sara H suggested Ginny contact him. Steve Wessler is another potential speaker for a training.	
<b>Relations</b>	---	
<b>Initiatives</b>	Two successful proposals. VT & NH both were awarded \$250. VT will use the funds to update their website and NH will use the funds for their fact book. There will be another round available for spring with the hopes of getting it out prior to the policy seminar. States are eligible to reapply for a second award. Requested that states send copies of fact book NEOA for website. Proposed (by Sarah M) to hold a dinner in Washington funded by the board.	
<b>Strategic Planning</b>	See written report.	
<b>Technology</b>	Casey had to take a break from website updates due to a busy period at work. Took care of payment access. They send a bill and it's forwarded to Julie.	
<b>1st Day</b>	Online registration is available. 11 colleges so far. Still working with colleges to get lunch sponsored. So far 28 colleges have committed to participating in college fair. Tyrone Flowers is the speaker. 10 possible workshops, but welcome other ideas. Might need volunteers as moderators for 2 <sup>nd</sup> day from 9-11a. Agenda has been sent out but will follow with more details; rules & regs. First day is geared for pre-college. 2 <sup>nd</sup> day will have workshops for McNair and SSS, as well as college workshops.	
<b>Reports:</b>		
<b>Connecticut</b>	Kwasi explored possibility of web page for alumni. Alums have asked if they can donate, hope to add this to the FB page. Chris Murphy is setting up representation for Policy Seminar. Encouraging members to apply for LI. Has looked into collaboration with CAEOPP brochure.	
<b>Massachusetts</b>	Just had the ME conference. Over 70 members in attendance. Have a delegation in place for policy. Date to elect new officers will be changed to April at the NEOA conference.	
<b>Massachusetts</b>	Angela emailed report, Gaelyn reported in her absence. Has heard from Senator Brown's office and is waiting to hear back from the rest of the congress. Sent out request to alums who have been nominated. Also, has a staff member they are sending to policy. Sent out initiative to boost alumni work. 130 members currently.	

	PD days, one is after policy in the spring. SSS college fair will be held this year. Several members attending LI this year.	
<b>Hamshire</b>	Delegation in place for policy seminar. Combined effort to make contact prior to policy. Budget in NH was put toward scholarship and policy.	
<b>the Island</b>	Eric Klien updated. RIEOA has neither board nor paid members for the 2010–2011 year. Eric suggested they disband as a TRIO only group. A survey was sent out, it returned with mixed feelings. The whole conversation went dormant. There was conversation about forming a college access network, that is not TRIO exclusive. There's now a budget line in the Office of Higher Education (see report). Open for conversation/experience for integrating RI assoc. Reggie asked: Were by-laws TRIO specific? Tracy said no. RI has a policy representation in place & will be at the seminar.	
<b>ont</b>	Received NEOA grant to update website. Bids are higher than expected. Looking at campus resources for assistance. Delegation for policy is set. Vermont's role is to present information. 120 colleges will be attending college fair. College bowl (ask Rick).	
<b>business</b>	NEOA 2011 Awards: Marion Belgrave-Howard Award - <b>Alan Glotzer</b>  Shirley Chisholm Award- Congresswoman <b>Olympia Snowe</b>  The Clairborne Pell Award- <b>Julia Towers</b>	Sarah M motioned, Sara H seconded <b>Motion carries</b>  Sara H motioned, Laurie seconded <b>Motion carries</b>  Tracy motioned, Julie seconded <b>Motion carries</b>
<b>Business</b>	NEOA list-serve is still 'reply all'. Google Docs now has folders, so for April meeting upload your reports to the April folder. Reggie will need info from each committee (3-4 sentences) to be able to create a pdf for the semi-annual report at the April meeting. Report will be posted to the website (as a pdf) as well as being presented at the April conference via PowerPoint presentation.	



rn	Meeting adjourned at 12:04p	Maribel motioned to adjourn, Dani seconded. <b>Meeting adjourned.</b>
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