

**New England Educational Opportunity Association  
2010-2011 Board Orientation  
And Board of Directors Meeting**

**Sheraton Warwick/Providence Airport Hotel  
Warwick, RI**

**November 19<sup>th</sup>, 2010**

**9:00 am – 10:30 am NEOA Official Board of Directors Meeting – Waterford Room**

**Directory Updates**

Call to Order

**Action:** Approval of Agenda

**Action:** Approval of Committee Member

- Adaline Mirabal-Camacho

Secretary's Report

**Action:** Acceptance of September 2010 Board Meeting Minutes

Treasurer's Report

**Action:** Acceptance of Treasurer's Report

Past President's Report

President's Report

President-Elect's Report

Vice-President's Report

(15 minute break)

10:45 am – Noon State Reports:

- Connecticut
- Maine
- Massachusetts
- New Hampshire
- Rhode Island
- Vermont

Committee Reports:

- TRIO Day
- Strategic Planning
- State Initiatives
- Professional development
- NEOA Achiever
- Technology
- Membership
- Legislative & Education
- Finance Committee Report

**Action:** Approval 2010-2011 budget Modification

- Disability Concerns Taskforce
- Development
- Alumni

Old Business

New Business

- NEOA Listserv Access

Adjourn

**Members Present:**

**Reggie Jean; Pati Gregson; Karen Madden; Sara Henry; Anne St. Pierre; Julie Kimball; Tammy Gewehr; Gaelyn Hastings; Laurie Davis; Daniela Adler; Monda Kelley; Kwasi Gyambibi; Angela Quitadamo; Ted Ogaldez; Bill Talbot; Casey Henderson; Tracy Karasinski; Laura Mielke; Sarah Morrell; Channa Srey; Adaline Mirabel-Camacho; Claudia Erazo; guest**

**ABSENT:**

Ramon Gonzalez; Ginny Fowles Ward; Maribel Sanchez; Dori Fellman; Sue Keefe; Rick Williams; Michael Dennehy

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action</b>
<b>Call to Order</b>	Reggie called meeting to order	
	Approval of agenda- Motion to approve agenda as presented by Tracy, second by Laurie	Adaline abstained, <b>Motion passed</b>
	Approval of Adaline Mirabal-Camacho as Legislative and Education co-chair Sarah M makes motion, Pati seconds	1 abstention, <b>Motion passes</b>
<b>Role Call</b>	See List Above ~	
<b>Secretary's Report</b>	<ul style="list-style-type: none"> <li>• Tracy requested changes to Finance Committee report</li> <li>• Casey requested changes to Technology Report</li> </ul>	2 abstentions: Claudia &

- Sarah requested changes to Archival discussion, L&E and State Initiatives
- Dani requested changes to Membership (SSSPD registration) with Tracy rewording statement

Adaline,  
**Motion carries**

Tracy made motion to approve minutes with changes  
Gaelyn seconds

**Finance  
Committee  
Report**

Report was sent - check with Tracy for questions.  
Now have \$24, 500 in cash from Reggie and Channa- development initiatives.  
Major revisions:  
See increase in income foundation support which reflects support from Lumina foundation, etc.  
More \$ has come in which has helped conference committee.  
Portion has gone to pres-elect to restore past pres dinner.  
Increase state initiative by \$1,000.  
Additional money has gone into travel for board meeting  
Increased line item for transportation for TRIO Day.  
Increased money for LI, they have a full class and a need for more funds.  
CT, Know How To Go grant is in second yr

Sara moved to approve finance committee report, Claudia seconded.  
No discussion.  
All in favor,  
**Motion carries**

**Treasurer's  
Report**

Taken in- \$44,029.74 (LI, state, membership support),  
expended \$6,162.70 (lodging, meals, travel for September board meeting)  
  
Pending - \$10,000 payment to reserve CD  
Insurance and bonding renewed  
Taxes due January 15<sup>th</sup> – preparing w/accountant as well as renewal of last year's account.

**Motion passes  
unanimously**

Karen made motion to accept treasurers report  
Sara H seconds

**President's  
Report**

Great to visit state association meetings (VT, NH, MA)  
Will attend CT – Dec and ME - Jan.  
Will send report to RI people (online) to give updates.

Attended SSS Prof Dev Day. Ginny sent out a report

for professional development. Some of the new SSS programs were there.

Invited Lynda Byrd Johnson and Dr Mitchem to NEOA conference. Dr Mitchem has agreed to do a special forum for leadership institute. In communication w/NEACAC and NEBHE about collaborating w/the group to create some synergy. Gave sitting president & designee opportunity to attend our conference & NEOA president & designee opportunity to attend their conference.

Sigh Searles- LI first meeting last week. 14 of 15 members present (see Reggie's report). Conversation from list serve happening. Hobert Outdoor Center (VT), next location. Will be creating mission statement.

**Past-President's Report** Karen spoke w/Pati about the conference and officers for next year. If interested in continuing in position, let Karen know. You can serve for two yrs. Tammy (Sec) and Julie (Treas) can serve for 2<sup>nd</sup> yr, but must appear on ballot.

Reggie suggested sending nominations to membership. Should happen at least 30 days prior to conference.

**Pres-elect** Adaline suggested sending out Bylaws regarding guidelines for deadlines. Conversation w/Alvin Phillips. Fairshare & Institutions Membership Winter Drive. So far 29% are signed up. Alvin would like to see 2 members/program. For schools w/only 1 program, trying to reduce institutions member cost. Would like 100% board participation.

Monda is fair share for VT  
Gaelyn is fair share for MA  
Dori Fellman for ME  
Kwasi is fair share for CT  
NH and RI are unknown right now.

Pati needs volunteers from VT to help her out with conference (2012).

Monda will put out a message for VSAC folk.  
Are the dates settled for 2012 conference, Reggie

says NO, not yet.  
Sarah said holidays and policy sem dates are considered when choosing conf dates.  
Reggie offered his help with looking at conference details.

MA-Ann Cole's award was made in honor of her retirement. Pati Gregson was the first awardee of the Ann Cole award.

**Vice-President's Report** RFP went out, on website. Ad placement form is next thing to go up. Early Bird registration opens Jan 10<sup>th</sup>. RFP is due around Jan 10<sup>th</sup> as well.

Would like input from the board about the talent show. This would mean straight programming w/entertainment both nights.  
Things to consider; evening programming equipment cost vs. time vs. fairshare fundraiser.  
Gaelyn supports talent show, not necessary for everyone to attend. Ted seconds Gaelyn's sentiment. Adaline asked, is there a cost? It's a fair share contribution. It made a lot of \$\$ last year. Kwasi feels Talent Show brings a good balance of work and play. Some of the talents were very good! Laura was in charge of hospitality the night of the talent show and no one was at hospitality while the show was going on. Reggie to look at agenda since there are only two nights of hospitality.  
Dani mentioned that karaoke was popular at the VT conference. Angela asked that whatever we decide please let the members know.  
Tentative conference agenda is up.

All AV is outsourced w/exception of 2 mikes. Karen brought Jen Jones AV equipment to avoid cost. We have gone from a 4 day to a 3 day conf because of cost. NEOA conf is authorized to use outside contractors for AV equipment for events. Cannot use components there because they are owned by Headlight. Meaning we would need to bring in speakers.  
Sarah asked for clarification about type of AV equipment needed. Sara suggested this be worked out later. Karen recommended David Kline be contacted for AV equipment.  
Reggie praised their work on the conference.

**Access Concerns** No written report. Need to look at new website for accessibility.  
 “Accessibility concerns vs. disability concerns” need to make it clear as to what the task force is called.  
 Reggie stated it’s an ad hoc committee

**Achiever** Reggie spoke briefly about the importance of our alum. Discussions with Rick yesterday are ongoing.  
 Be thinking about who to nominate.

**Alumni** Monda downloaded the report onto GoogleDocs.  
 Nov 8 questionnaire sent out to state presidents.  
 Great response, but no one really answered the question.  
 152 people on Face Book group. Alumni of Educational Opportunity Programs of NE. would like to change name since it’s so long. Please encourage your students and alumni to sign up as a member.  
 Reggie asked Monda to send info about website to make it easier for everyone.

**Archives** POSITION VACANT

**Development** Channa, reiterated \$24,500 sponsorship. Itemized in Channa’s report. Still targeting at least 3 more sponsorships. Citi-bank is one, but not too optimistic.  
 State Street, Mike’s wife Sharon works there and there may be a commitment. RI student loan authority is also hopeful.  
 Online auction is going to speed up early 2011.

**Legislation and Education** Adaline passed out report based on things they would like to do. Looked at regional structures and models. Although the models don’t fit all.  
 Discussed possible term change to ‘service’ instead of ‘leadership’, since leadership can be intimidating.  
 Sarah added that there is a need to find a better use of resources and will share in coming months. Concerns are not just fiscal, w/retiring members and new members we all face challenges with limited resources/personnel.

**Professional Development** Ginny was not present, she submitted written report last week. Reggie suggested contacting her w/questions and/or see report.

**Public Relations** POSITION VACANT

**State Initiatives** NEOA RFP out last week. Funding priority – making relationships w/newly elected officials. Closing Dec 15, spring round to follow. \$750 max. \$250/state, 1/state. 1<sup>st</sup> come, 1<sup>st</sup> serve.

**Strategic Planning** Work was done on previous day, Nov 18, 2010. Mike will send results.

**Technology** 2 List serves – LI & grant writers (currently ETS subscribers)  
Website updates- content  
Google ad words trial-promotional. To drive traffic to site.

Tech committee met, discussed updates to website. Uploading information to website as they are sent to me is helping with updating content. Spoke w/reggie and experimenting w/Google...to drive traffic to your site. However we didn't have a way to track traffic. Set up Google analytics to track number of hits and other stuff. Seems to be working. Set it up about a month ago. Sarah added that state initiative info has been added to the website. Channa added that tech comm. discussed appearance of website. Would like to create something that is visually appealing for our sponsors. Developed a web brochure- visually appealing to send to potential sponsors. <http://sites.google.com/site/neoaboard> Used Google-site for program, so no cost. Dani would like to be cognizant of people with disabilities and will look into it.

**TRIO Day** CSI Rhode Island. Workshops to support theme – survey of interest to come, precollege & college. Input-for colleges who host/provide lunch, waive fair fee?

**State reports: Connecticut** State conference, Dec 10<sup>th</sup> (see report). COE presenting many of the workshops. Template online and will be on googledocs as well. Expects approx 80 people. Keith will be speaking about fin aid, know how to go...etc.

Worked on CAEOP pamphlet. Inviting all our alumni to conference.

**Maine**

Laurie sent out report. College Access Challenge Network continuing to ramp up access. Driven by trio and Gear-up. Large planned committee, smaller committee on best practices for spring. Projects varied from fin literacy to adding a staff person for foster care for upcoming year.

10 SSS were refunded + 1 new SSS, possibly 1 new ETS grant being written.  
Congressional delegation; snow and Collins not up for reelection but have kept delegates.

**Massachusetts**

Now meeting every other month. Submitting reports electronically during months. (see report)

**New Hampshire**

Dani reported (see report) on losing two of our democrats in the election and gaining two republicans. Kept our governor.

Alan and Len are both retiring in June.

NH conference is small but it brings out our ETS staff which is large.

SSS Prof Dev day had good marks, but there is still confusion about membership. Reggie stated membership costs are different from registration costs and that may help in lessening the confusion. Having her and Len at the registration table helped with keeping the confusion at a minimum.

**Rhode Island**

Tracy said TRIO day committee is working hard. New elected official is former mayor of Providence. 3 of 4 incumbents continuing. There is a commitment to TRIO programs.

**Vermont**

College access in the state is being worked on. Ted discussed collaboration with governor or private sector in VT. The website is being worked on. Well attended state conference. Award was given to Charlie

We are also gearing up to do elections (state association), looking for people in LI to step up. Three officials were returned to senate and house. New democratic governor.

Monda added that Fair Share is not doing as well as last year. Part of it is because there is no incentive. Plan to get them back to where they were.



<b>Old Business</b>	Nothing transferred over	
<b>New Business</b>	<p>Casey concerned about access to listserv, should it only be accessed by members? Issue is to avoid people trying to sell things. Compromise is to give only NEOA members posting privileges.</p> <p>Suggestion by Adaline to send email to members of listserv to let them know that only paid members will be allowed to post. This would encourage people to join.</p> <p>Gaelyn suggested opening it up for questions about changes. Angela made the point that this may open it up for lots of questions and create much work; she suggested that Casey make the change.</p> <p>It has been suggested that people NOT hit Reply, to respond to the sender, because this sends a message to everyone. If you do want to respond to everyone, then Reply All.</p> <p>Three names were submitted for NEOA awards on previous day, Nov 18<sup>th</sup>, 2010.</p> <p>Karen moved to table voting on the awards discussed yesterday,</p> <p>Tracy seconded</p>	<p><b>All in favor, Motion carries</b></p>
<b>Adjourn</b>	<p>Dani made motion to adjourn meeting,</p> <p>Karen seconded motion</p>	<p><b>Unanimous, Motion carries.</b></p>