

**New England Educational Opportunity Association  
2014-2015 Board Orientation  
and Board of Directors Meeting Minutes**

**Baymont Inn and Suites  
260 Main St.  
East Windsor, CT 06088**

**September 18 & 19, 2014**

<b>September 18</b>	
1:00 pm – 1:15 pm	<b>Welcome &amp; Introductions</b>
1:15 pm – 2:30 pm	<b>Team Building &amp; Sharing Our Professional Vision</b>
2:30 pm – 3:30 pm	<b>Board Overview</b> <ul style="list-style-type: none"> <li>● Board Responsibilities</li> <li>● 2014-2015 Calendar</li> <li>● By-laws &amp; Robert’s Rules of Order</li> <li>● Strategic Plan</li> <li>● Council for Opportunity in Education (COE) &amp; TRIO Advocacy</li> <li>● Relationship Between NEOA, COE, and State Organizations</li> <li>● Communication systems</li> </ul>
3:30 pm – 4:00 pm	<b>BREAK – Room Check-in</b>
4:00 pm – 4:30 pm	Technology Training - Casey Henderson Fair Share and Board Pledges for 2014-2015 - Karen Keim & Randy Schroeder
4:30 pm – 6:00 pm	<b>Meetings:</b> <ul style="list-style-type: none"> <li>● Finance Committee</li> <li>● State Leaders – Presidents &amp; Liaisons</li> </ul>
6:30 pm	<b>Dinner at a restaurant</b>

**September 19, 2014**

8:00 am – 9:00 am

**Continental Breakfast** – Baymont Inn & Suites

9:00 am sharp – 12:00 noon

**NEOA Official Board of Directors Meeting**

9:00 am – 10:30 am

Call to Order- 9:12AM Meeting Called to Order  
Quorum established by roll call

**Action:** Approval of Agenda  
**Motion Madden, Second Cruz**  
Discussion Madden requested that discussion of President Elect situation be moved to new business to immediately follow the VP report.  
**Approved without reservation**

**Action:** Approval of Committee Members  
Schroder presented the Slate of Appointed Officers to the Board.

- Standing Committee:  
Finance- Karen Madden  
Advocacy +Education- Sarah Morrell  
State Initiative- Sarah Morrell  
Ramon Gonzalez- Membership  
Anthony Staffiere- TRiO Days  
Professional Development- Andrew Goodwin  
Public Relations- Renee Gilberti

- Ad Hoc:  
Technology- Casey Henderson  
NEOA Achievers- Rick Williams

**Motion to accept McCann, Second Keim**  
Discussion: Morrell Requested clarification on the Chair Title relating to Advocacy and education.  
**Approved without Reservation**

Secretary's Report

**Action:** Acceptance of June 2014 Board Meeting Minutes

**Madden Motion to Approve, Cruz Second**

Discussion: None

**Approved without reservation**

Treasurer's Report

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

**Hagopian present on the proposed budget.** Proposed budget was sent and we have copies for review and approval. Hagopian elaborated line by line on the proposed budget. Q and A and Discussion ensued.

**Motion Cruz to approve the 2014-2015 Budget as presented, McCann Second**

**Approved without reservation.**

Finance Committee Report

**Action:** Approval 2014 - 2015 Budget **Discussion and under treasurer report (The Finance Report regarding approval of the 2014-2015 Budget was split held during the Treasurer's report. A further discussion of other Finance was held later in the meeting and is noted below.)**

Past President's Report- Please see report. And please take a look at note to send to a Contributor.

President's Report= See report. Schroder discussed the resignation of former President Edgerton and the process by which the resignation took. Consultation was made with NEOA Board and members in communication with Adam Edgerton. Per By-Laws, Adam not eligible to be aboard member in his new professional role.

Advocacy Update- The need to is to continue to push the for a \$52 million dollars inc TRIO with the passage of a CR this will take increased importance in December.

President-Elect's Report

Vice-President's Report- - Please see report. Very excited to have the conference in Portsmouth. March 30<sup>th</sup> for Board meeting and April 1<sup>st</sup>-3<sup>rd</sup> for conference proper. The high level of excitement for the Keynote Dr. Hrybowski. Save the date has only gone to the NEOA listserv. Please forward to State List serves if possible. This should also be to the National Lists serve. There will be a big push to get the word out about this speak. Gonzalez asked about Room rate. McCann report that the number of eligible hotels was good and the feel was that Portsmouth was the place to go. They gave us a \$129 per night rate with free parking. This is only ten dollars more than the last conference there more than ten years ago. Conference committee has done a great job of negotiating the rates. November 2<sup>nd</sup> was the first conference meeting. Still looking for someone to run the ONLINE AUCTION and a representative to COORDINATE HOSPITALITY SUITES.

Keim mentioned that all board members should be working to support auctions by soliciting material for auctions. McCann mentioned that Kristin Sweeney-Moore is the CO-Chair for the conference but she will not be attending the Board meetings. Keim has reiterated that all Organizations have traditionally contributed a state basket to auctions and that we would respectfully ask that they continue and that Presidents coordinate. Maria Dintino and Gewehr are coordinating workshops and want to ensure that workshop slate is established during January to coincide with early bird registration.

#### Discussion of President-Elect Search

We have had a resignation at President-Elect. Keim will assume some of the President's duties. VIS Fair Share. There are questions if current VP is able to assume the President's Role. Keim has solicited for three board members who will form the Nominating Committee to replace. Please volunteer. Morrell brings up the issue of having a vacancy filled by someone who has several other responsibilities. The vacancy is filled by constitution by a BOA and not a membership vote.

KEIM has requested a three member committee to find someone to pick up the immediate responsibilities of President Elect.

Ramon Gonzalez, Melisa Azzaro, Karen Madden have volunteered for the committee replacement.

#### **Motion to form a Bylaw Revision Committee Goodwin, Second Morrell**

Discussion: Schroder points out that this is a continuing issue and he feels a through re

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these issues standing important. Keim also suggests that moving the Technology Chair Standing Committee is needed.

**Approved without reservation**

Finance Committee Chair (Continued from earlier)- Madden reports that there is a issue with the June Reconciliation that still need to be worked out from last year. Madden will work with Hagopian to rectify. Further Madden reports that the long term accounts CD still have low yield and that the Previous board approved moving some of that money to new accounts that would yield more. Madden is aiming to have a more clear picture of the overall financials at the November meeting. Isleman inquired about the roles of the Finance Chair versus the Treasurer. Madden elucidated the distinction for the Board membership.

15 MINUTE BREAK-

**Vice-President Report Continued-** Keim inquired with McCann about her ability to continue in the President –elect Role this year and going into the future . McCann indicated that she is confident and enthusiastic to fill the role in the interim until a replacement is found but that she is not yet fully able to take on all Presidential responsibilities as a long term replacement and respectfully asked that she be relieved of Pres. elect duties as soon as a suitable replacement be found.

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10:45 am – Noon

Committee Reports:

Alumni- no report

Development- no report

Legislation & Education See report. Morrell added that she is very excited at work she has done with class selection of the leadership institute and thrilled to the new LI looks like. Morrel encouraged all states to launch State Initiatives to be targeted towards policy work. She would like to increase the number of requests. Generally \$500 grants per state are the norm but no hard cap and the deadline is Please apply. This is also something the COE is getting involved in as they will State Initiative moneys to encourage the national growth of this practice.

Membership- AS of today 59 paid members, 37 renewed and unpaid, 6 brand based on email address. Inquired is a free membership could be used by raffle encourage early payment by renewing members. Sargent inquired if an automated reminder of renewal could be system generated. Henderson indicated that he is unsure if system capacity would allow for this automation. Querishi inquired for info Gonzalez disseminated to State Presidents. Gonzalez explained that he is feedback on people who are no longer in TRIO or have moved. He has given out that of questionable emails in the NEOA database to try a parse down folks whose emails need no longer need to be retained. Madden inquired about the ability to free registration

**Goodwin motion to authorize the Membership Chair to use one free full Conference registration as an incentive to encourage paid membership renewal December 31<sup>st</sup> 2014, Keim second.**

**Carries without reservation**

**Technology-** Henderson asked that all chairs and board members renew their web page to update as needed. Please send to him in MS word or PDF. Big system changes and work in Database and registration need plenty of lead time. One to weeks out at minimum but the longer the better. Small changes can be accommodated sooner but the more time the easier it is for Tech chair to accommodate. Asks Conference Registration Chair for TRIO day and Conference be directly connected Henderson for working through event needs. Also Henderson is seeking Tech committee members please consider sitting in if available.

**Arnold L. Mitchem Leadership Institute-** Werth extended thanks to the com who worked on recruitment and application review. The numbers were low but extension of the deadline made it so that the number made it to 13 with a great section of EOP programs. He reports that the process is moving along delibera that he is still working through the various responsibilities of the position but i confident in the planning and curriculum that is developed to date. See attache 7 of the applicants have already financially committed. Werth sought suggesti interaction between the Board and the LI at the November meeting on what co done to encourage a positive synergy during this meeting and for curriculum th Werth also solicited ideas relating to the connection between LI and yielding i and enthusiastic NEOA members looking to provide an enhanced level of serv Associations.

NEOA Achiever- Schroder reporting for Williams. LOOK AHEAD. Estimati nomination forms will go out on November Please brainstorm alumni who co good fit for Rising Star and TRIO Achiever. Also think who can make good A the COE Policy Seminar March 15-17 at the Hyatt in DC.

Professional Development- See report. EOC day is in good shape registration set. SSS day planning is moving swiftly. Madden mentioned that Donna Tho committed for SSS Proposal Writing Workshop.

Public Relations- Gilberti is working to acclimate to the position. Keim solici assistance for Development work from PR chair.

TRIO Day 2015- Registration set up has starts are d and the dates are February 20<sup>th</sup> in Portland. Transportation will be the first order once the hotel arrangem finalized.

**State Reports:**

Connecticut- Conn board is fully staffed. Their state conference has a conflic SSS PD day so the date may flex but more info will be forthcoming. Cong. De on board to increase TRIO appropriation. CAEOP body is reviewing Thank y to DeLauro. They have also had event with Senators and Cong. They are doir

strong job of Gov relations. Big goals are to reach out to non-active members. also are working to create an EOP fact book.

Maine- Has a full board in the face of few new member departure. Priorities a broadening base outside of TRIO programs. They are working on planning co and awaiting bids from various sites in Maine. Theme is Proficiency Based ed across all programs. They are trying to offer Continuing Ed credits to increase attendance and appeal. Henderson has updated websites and they have a new a directory that is being promoted. They are developing consistent processes for alumni. Hall of Flags Event is Wednesday March 4<sup>th</sup> 8:30AM to 12:00. Please you are available. MEEOA is working to fill future board roles. They had some legislative visits last year. They are assembling Achiever nominations and Poli Seminar Alumni.

Massachusetts- No written report- Edgerton's resignation has not been evaluated by Mass board as he was also the MA President. 30<sup>th</sup> Anniversary Conference coming up on October 9<sup>th</sup> and 10<sup>th</sup> at UMASS Amherst. Great speakers are coming. Still working to fill board roles for next and much needed on this for VP, and other roles. Also in need of significant Alumni gathering for the Conference to attend on the 9<sup>th</sup> and a desire to find five alums for the event. Vision is to find state full TRIO in Massachusetts.

New Hampshire- Up to 23 members so far for the year which is doing quite well. are set for the year. Annual conference is set for Friday October 17<sup>th</sup> Keynote Merrimack to discuss low-income programs in higher ed. All NHEOA is on board to assist Mccann in work on the NEOA conference.

Rhode Island- See written report. 'As good as a position as they have been in years' Two at the table. Cruz is working to get additional EOP from RI involving state and beef up the organization. Fact book State initiative plan is in the works. great connections made with Senator Reed at the COE conference. RI state Meeting tentative for October 17<sup>th</sup>.

Vermont- Sargent gave verbal report. Annual Conf. Tuesday October 7<sup>th</sup> at Central State college. They do institutional membership. That have a VT Commissioner of Education Attending and Kim Jones from COE. They are also having awards



	<p>Educator of the Year, Alumni, Friend and of VEOP and the Long Term award. not have a State President but have other officers who have taken on planning responsibilities. 10-12 attendees at the COE conference a great showing for the</p> <p>Old Business-</p> <p>None heard</p> <p>New Business</p> <p>50th Anniversary Proposal- Saturday November 8,2014- an event at UB at BU Patrick has been invited. The NEOA was asked for commitment of \$1,000 to UB 50<sup>th</sup>. New World Foundation has offered a \$25,000 grant to support the ev Several unanswered questions and concerns about the logistics of the contributi Madden offered that CAEOP had a similar arrangement with NEOA as fiscal a which was fraught with difficulties. There could potentially be financial benefi questions of logistics remained. An option would be to appoint a specific Trea the funding of this event. Discussion ensued.</p> <p><b>Randy asked for an informal pool of the Board of those interested in furth exploring this opportunity and clarifying several questions regarding the e Once information was gathered a formal electronic board vote can be held to move forward. The consensus of a majority of the board was that furth investigation was merited.</b></p> <p><b>Isleman volunteered to act as the point person for investigating this opport further with Schroder and to report to the board.</b></p> <p>Thank you to the board and to the budget committee especially for all the hard far.</p> <p>Adjourn- Ramon Gonzalez moved to adjourn, and April Brown seconded Passed without reservation.</p>
12:00 pm – 1:00 pm	<b>Lunch</b>