

**New England Educational Opportunity Association
 4th Board of Directors Meeting – Agenda
 April 5, 2016**

Tuesday	April 5, 2016 - Professional Attire is suggested for today's events
3:30 -6:30 p.m.	<p>NEOA Official Board of Directors Meeting</p> <p>Call to Order Action: Approval of Agenda</p> <p>Secretary's Report Action: Acceptance of January 2016 Board Meeting Minutes</p> <p>Treasurer's Report Action: Acceptance of Treasurer's Report</p> <p>Finance Committee Report</p> <p>Vice-President's Report</p> <p>Past President's Report</p> <p>President's Report</p> <ul style="list-style-type: none"> • Discuss Most Updated Draft of the NEOA 2016-2021 Strategic Plan. Either Motion to approve or Motion to extend last Strategic Plan through June 2016 to allow more time for review if needed. Either way will present to membership as an update. • Review Business Meeting Agenda/Plan <p>President-Elect's Report</p> <p>Committee Reports:</p> <p>TRIO Day</p> <p>Alumni</p> <p>NEOA Achiever</p> <p>Development</p> <p>Advocacy: Legislation & Education/State Initiatives</p> <p>Strategic Planning</p> <p>Membership</p> <p>Technology</p>

	Professional Development Public Relations Newsletter State Reports: New Hampshire Rhode Island Vermont Connecticut Maine Massachusetts Old Business New Business Adjourn
6:45 p.m.	Depart for Dinner

NEOA Official Board Meeting

Call to Order 03:35 PM Quorum Established at 03:36 PM 19/24 – (see end of minutes for attendance)

- **Roll Call** by Laura Mielke at 3:35 PM
- **Quorum** established 19 of 24 voting members

Approval of Agenda: Gaelyn Hastings, written

Action: Approval of agenda

With friendly amendment to move vote on bylaws changes to old business

Motion by: Sarah Morrell to approve agenda

Seconded by: Samienta Pierre-Vil

Motion carries unanimously 03:40 PM

Secretary Report: Stephanie Cruz, written & minutes

- Minutes were sent to all for corrections on 2/3/16 and again 03/29/16
- Copies provided for further review

Action: Acceptance of January 2016 Board Meeting Minutes with changes

Motion by: Karen Madden to accept the January 2016 Board Meeting Minutes as amended

Second by: Elaine Leavitt

Motion carries, with one abstention at 03:42 PM

Treasurer Report – Kristin Hagopian, reports out- please see written report for full details

- Budget summary was distributed
- Reimbursement forms for travel available
- Completed financial report and tax return
- Met with Eastern and Gaelyn regarding moving the \$12,000 to a higher yielding investment
- Policy seminar receipts are coming in
- Bidding for good is up with help from Reggie Jean
- Reviewed annual conference figures
- Pay pal fees from refunds
- Line 54 will go up as Kristin writes check for tax preparation
- Per Rick Williams all bills are in with regard to TRIO Day

- Gaelyn discussed the line for dinner at Policy seminar for leaders
- 2014 question about old checks possibly not cashed travel checks
- Comment in this year's audit was that the organization should have a general accounting procedure manual to ensure proper and consistent procedures. At present organization has had fiscal policies and we can build on that to include job descriptions and to maintain in a separate manual.
- Kristin asked accountant for outline of what to include

Action: Acceptance of Treasurer's Report

Motion by: Melissa Goyait to approve Treasurer's Report

Seconded by: Steve Visco

Motion carries unanimously @ 04:00 PM

Finance Committee – Karen Madden, reports out- please see written report for full details

- Reports fulfilling regular duties of working with Kristin to get expenses paid and has been conferring with Gaelyn & Kristin on moving the \$12,000 voted on in last meeting to a higher yielding 7yr account
- Sarah expressed congratulations as this has been long in the works
- Karen thanked Reggie Jean for his efforts in this process

Vice-President's Report – Ramon Gonzalez, reports out- please see written report for full details

- Has been very busy and conference is good to go
- There are 243 registered!
- Pre-con 50 registered 15 no show
- Acknowledged committee did a lot of heavy lifting and thanked Julie Kimball especially
- Elaine were expecting 200 max for ballroom is 248
- Alvin recognized Ray and committee and their help with past president's dinner which will be onsite
- Karen Madden mentioned that the COE pre-con "On Boarding" had 20 attendees. There were only 7 in Orlando, FL and 16 at.... Attendees had from 4days to 10 years of service. Overall things went well
- 5 people from 3 states (NY, CO & IL) are staying for conference from the COE Pre-conference
- Reggie Jeans how can we help as a board during conference... see a need fill a need
- Ray mentioned there will be a bus to downtown Falmouth for meal times on our own Dinner Wednesday and Lunch Thursday.
- At 9:00PM the "Networking suite" will be in the building across from hotel front entrance with the red awning

Past President's Report – Randy Schroeder, reports out- please see written report for full details

- Has received nominations for most offices, and has a possible Treasurer one maybe from MA
- Couple states has no state president nominations coming in to the meeting

- Reported that all 12 NE senators signed (and 2 NY) TRIO letter serves us well as a region
- Congrats to Gaelyn!
- Angelica is here, and said “Put me to work”
- Introduce her around, put a face on COE ... especially with grant writing. Angelica will moderate the Upward Bound Roundtable
- Jane Foley has been nominated as president-elect
- RI will work on nominee for ballot for Thursday

President’s Report – Gaelyn Hastings, reports out- please see written report for full details

- Big Thank You to Randy Schroeder
- Ray and Julie Thank You on organizing board meeting and dinner logistics
- TRIO Day was fabulous in Burlington, VT
- Thoughtful details like the Financial Reality Fair, Ben Jerry’s dance, Sen Leahy, tours, & workshops
- Commented on policy seminar details coordination with state leaders
- Gaelyn spoke about presentation at leadership conference “Networking a Room” – she and co-presenter may do an online webinar
- Preparation was top of line from COE
- Big success testament to the people in New England
- Review agenda and timetable for business meeting
- Member cards will be issued for vote and paper ballots will be available
- Copies of bylaw changes will be provided at meeting
- Looking forward to final board meeting: Mon/Tues June 6/7 at Ogunquit, ME

President-Elect’s Report – Alvin Riley, please see written report for full details

- Thankful to Reggie and Sarah Morrell could not get Massasoit to sponsor Thank Sarah and Reggie for support fair share updates review FS for memberships Why and how we do it has the 10 for 10 if they want to sign up
- All but three past-presidents were reached and 20 plus are coming to dinner
- Gave a thank you to Gaelyn & Randy for their support during this challenging year, professionally and personally same week in sept they began If you think I should be doing something say something step up and say it
- Working on board meeting locations for next year
- Serving on COE conference planning committee for San Diego 2016
- Thank You to state leaders re: Fair Share

Break

Strategic Planning – Elaine Leavitt, reports out- please see written report for full details

- Sammie formatted copies distributed

- Are we prepared to accept this one or extend to June
- Disseminate at biz meeting and solicit input we can adopt at June meeting
- If we extend we can add their input
- Good to get input for buy in
- Need to extend to June
- Will get comments mid-May to board to consider
- Any suggestions for measurable outcomes are welcome

Motion by: [Melissa Goyait](#) to extend the current Strategic Plan to the June board meeting

Seconded by: [Sarah Morrell](#)

Motion carries unanimously @ 05:03PM

- Meant to be useful document map out board year – a living document

Membership – Laura Mielke, reports out

- Membership was 275 last year and had 277 as of yesterday expecting more at conference
- Prepared voter cards and will have with name tags upon registration

TRIO Day 2016 – Brian Post, reports out- please see written report for full details

- Three day event almost ran by self but because of real good committee
- Reality Fair was good (by credit union) gave money for pizza Wednesday night
- Senator Leahy attended which meant press coverage: 2 TV stations and papers in NY and VT!
- The Senator remembers the event very well and remarked how happy and how gracious people were
- Right on budget. Saved \$4000 on buses with VSAC underwriting
- 2day event was well received survey was great
- Kids were well fed but that added to costs
- Richard Hayes phenomenal presenter
- 400 in a room
- Ben & Jerry's for TRIO Day next year in RI, will let Maria Muccio know
- Randy Schroeder stated food was great and has to be happy medium on how much food to provide
- Right sizing will be critical as projecting size will vary by state

Alumni Relations & Achiever Awards – Randy Schroeder & Deb McCann, report out- please see Randy's written report for full details

- 241 entries
- Facebook 263 members

- National Achiever deadline is Friday June 17th ... we had achiever from CT last year, NH year before, keep it going
- Maine will nominate. Randy notes that it means a lot to be nominated
- Materials are on COE web site
- Alumni workshop is Wed AM
- Advocacy – Randy Schroeder and Melissa Goyait met with Shaheen her office took pix put on FB had them comment
- Alumni event at Policy Seminar was well received – Organizer, Fernando Cardenas enthusiasm
- Randy said it was interesting to see that not all states send alums pol seminar
- Achiever nominees should be well established
- COE walking the walk with alumni efforts
- Deb McCann mentioned that one of the Rising Star awardees cannot attend ceremony due to death in family
- Will recognize 2 achievers then lunch then the rising star
- 4 readers are expected to attend
- Rick asked if it would be possible to invite the Rising Star who cannot make it to next year's ceremony

Development – Reggie Jean, reports out- please see written report for full details

- \$1500 from MEFA. It has been a long time since contributing to NEOA
- Updated directory. We should update regularly helps in development - Capacity and locations of our programs
- Working on app with eastern
- Auction is live... keep bidding!
- Also encouraged folks to visit silent auction

Advocacy – Sarah Morrell, please see written report for full details

- Attempted with BCC to get contribution for conference - no luck
- Efforts of Gaelyn, Randy and Alvin at Pol Seminar have born beautiful fruit -- 12 Sen signing is a real accomplishment!
- State initiative grants have been received from: VT NH and MA
- Encouraged applications by each state by deadline
- MA has advocacy day coming up
- Encouraging and forwarding on Spraggins grant request
- Follow through on by laws will address at Business meeting

Technology – Casey Henderson, please see written report for full details

- Domain name coming up for renewal. Working on updating account info
- Migrated photo albums Google shut down their original site Google photos

Professional Development – Steve Visco, reports out- please see written report for full details 5:42

- Few changes

- Deadline May 27th so should have something for next board meeting
- The amount has been increased to \$1000
- EOC has expressed an interest in continuing the PDD offering. If anyone interested from SSS or other projects let Steve know
- Met with Craig Werth and will more directly with the AMLI
- AMLI presentation at the president's reception Thursday night before banquet

Public Relations – Sammy Pierre-Vil, written 5:45

- Will be posting through conference
- Please send photos, quotes, etc her way, provided cell #
- If posting on social media, please use hashtag: **#NEOAMilestones**

Newsletter – Maria Muccio, written

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State Reports: NH, RI, VT, CT, ME, MA

NH – Melissa Goyait reports out - please see written report for full details

- Full exec board is set
- Working in COE contributions and 10 for 10
- Pol Seminar was great and NH had a phenomenal team
- Send links to them before visit

RI – (Stephanie Cruz reports out)

- Will be working to secure positions for board at RI State meeting on Wednesday
- Long time RI Upward Bound Director (40yrs) Mariam Boyajian is retiring, recognition ceremony Friday (last day of conference)

VT – Elaine Leavitt reports out - please see written report for full details

- TRIO day was big team effort and great
- Initiative Mentoring program VEOP Board work
- "TRIO is Working in Your Community" statewide community service day is scheduled for April 30 across VT
- Karen & Rick led Policy Seminar. Senator Leahy talked to students was receptive. Had to be pulled away. Bernie Sanders as expected was not able to be there for only the 2nd time ever
- Meeting April 18th meeting with his aides in Burlington
- Meeting TRIO is working shirt

- Stowflake reached out to Ramon and said they will match Seacrest Beach Hotel rate for hotel next year
- Group in VT looking into writing for Veteran's Upward Bound

CT – David Celotto reports out - please see written report for full details

- Working on developing policy manual and restoring 501c3 status
- Try to drum up business
- Looking at extending president position to 2yr to promote consistency may be not have past president
- Very good policy seminar for CT
- Sen Blumenthal suggest write for a Veteran's Upward Bound in CT and Cecilia Nugent in talks with his office on this
- Gaelyn emphasized the importance of the Gear Up voice and stepping up re TRIO or Gear UP
- Jumping enthusiastically into leadership

ME – Teri Morse reports out - please see written report for full details

- Proposed by law changes will be voted on at state meeting at conference
- Fact book completed and shared during Policy Seminar visits
- Encouraging folks to fill vacancies on board is a struggle
- The Leadership Institute will run in ME this year
- Hall of flags day was March 9th - big success
- Reported that at Policy seminar, Angus King removed his shirt to show he proudly wears his TRIO t-Shirt

MA – Andrea Dawes reports out - please see written report for full details

- Framing business meeting on changes to increase membership
- March 18 president elect and external relations person
- State basket is ready and will host "Networking" with VT/NH on Wednesday Night
- Rep Tostado to be included in Mass budget April 13 advocacy day
- Professional development planned on April 20 re: diversity and structural issues impacting our students
- 11 on team in DC for Policy Seminar - 7 were alums. Meetings were good and not rushed
- Reported that at Policy Seminar they had a meeting with Senator Warren including Kim Jones and 4 alums
- RW what we do locally impacts they reached out
- NEC events opportunity to have smaller conversations with community business and congressional members folks and to be a voice for our students



Old Business –

Regarding the proposed by laws change re: membership beyond NE states – we will not vote at the business meeting on Thursday but Gaelyn will mention to start the conversation so that input and transparency is part of the process.

New Business –

Kim Jones cannot make meeting due to family reasons

Tracy Karasinski is planning a campaign to raise funds for COE by riding her motorcycle to Washington, DC for COE Board meeting and seeking pledges. Trip is about 400 miles each way and pledges from board have been coming in including one if she take Maureen Hoyler for a ride. Members can make contributions at conference and add Tracy name to the form if they choose.

Motion by: Ramon Gonzalez to adjourn

Seconded by: Samienta Pierre-Vil

Passes unanimously @ 6:31 PM

Board Meeting Adjourned: 12:31 PM

2015-2016 NEOA Board Members

VOTING MEMBERS

OFFICER/CHAIRPERSON	NAME	Voting	Present	Absent
Executive Board:				
President:	Gaelyn Hastings	1	✓	
Past President:	Randy Schroeder	2	✓	
President-Elect:	Alvin Riley	3	✓	arrive 3:42
Vice-President:	Ramon Gonzalez	4	✓	
Treasurer:	Kristin Hagopian	5	✓	
Secretary:	Stephanie Cruz	6	✓	
State Liaisons:				
CT	Kim Gorman	7	✓	
ME	Kelly Ilseman	8		X
MA	Andrea Dawes	9	✓	arrive 4:24
NH	Tammy Gewehr	10	✓	
RI	Vacant	11		X
VT	Kelley Beckwith	12	✓	
State Presidents:				
CT	David Celotto	13	✓	
ME	Teri Morse	14	✓	
MA	Amanda Bernasconi	15		X
NH	Melissa Goyait	16	✓	
RI	Vacant	17		X
VT	Elaine Leavitt	18	✓	
Standing Committees Chairs:				
Membership	Laura Mielke	19	✓	
Legislation & Advocacy	Sarah Morrell	20	✓	
Public Relations	Samienta Pierre-Vil	21	✓	
Finance	Karen Madden	22	✓	
TRIO Day	Rick Williams	23	✓	
Professional Development	Steve Visco	24	✓	
Nominating	Randy Schroeder			
COUNT OF VOTING MEMBERS PRESENT				
NON-VOTING MEMBERS				
Co-Chairs				
Annual Conference	Julie Kimball	1		X
TRIO Day Co-Chairs	Brian Post	2		X

Ad Hoc Committees:				
NEOA Achievers Awards	Debbie McCann	3	✓	
Alumni Relations	Debbie McCann/ Randy Schroeder			
Accessibility	Maria Muccio	4	X	
Historian/Archivist	Maria Muccio			
Newsletter	Maria Muccio			
Development	Reggie Jean	5	✓	depart 5:43
State Initiatives/Advocacy	Sarah Morrell			
Strategic Planning	Elaine Leavitt			
Technology	Casey Henderson	6	✓	
COUNT OF NON-VOTING MEMBERS PRESENT				

Total Voting Members: 24

Voting members present: 14

Quorum Established: 14/24 at 09:03 AM

Full attendance during meeting total: 22/30 for the meeting

Respectfully submitted for review: April 13, 2016 by Stephanie M. Cruz