

New England Educational Opportunity Association 5th and FINAL Board of Directors Meeting 2015-2016

Monday June 6, 2016 Casual Attire	Arrive –
12:30– 1:30 p.m.	Welcome finalize the 2016-2021 Strategic Plan - Elaine
1:30- 2:15 p.m.	State Leaders meet to debrief and plan – Sarah
2:15- 2:30 p.m.	BREAK - MOVE INTO ROOMS
2:30- 3:00 p.m.	Welcome to Maine: Dr. Barbara Finkelstein, York Community College President
3:00- 4:00 p.m.	Leadership Subcommittee – whoever wants to (PD chair and officers requested please)
4:00- 5:00 p.m.	<ul style="list-style-type: none"> - Technology Committee - Casey Henderson - PD (plans for next year's PD- review proposals, and applications for AMLI) - Steve Visco - Alumni Committee - Randy Schroeder and Deb McCann - Fairshare Thank you's –Jane, Adam, Dori and other that aren't on Technology, PD, or Alumni Committee.
5:00 - 6:00 p.m.	<p>Finance Committee – Steve Visco lead in Karen Madden's absence she is can reached via phone if needed (Requested Attendance: VP, TRIO Day Chair(s), PD Chair, Development Chair, Treasurer, Secretary, Past President, President Elect)</p> <ul style="list-style-type: none"> • Conference final- should there be a standard cost for vendors and sponsors etc.? • Accountants recommendation • Actuals • CD's or higher yield accounts- review investment of \$12,000- Info from Edward McNamara • Fiscal Agent Policy- should we specify who specifically is paid for by NEOA for Policy Seminar? <p>PD fiscal policy- price breaks for hosts, small registration fee (EOC is \$20 I think or anything over the maximum award from NEOA?)</p>
6:00 - 6:45 p.m.	<p>-Bylaws- review changes being put forth- Sarah and Elaine lead Board in discussion and planning</p> <ul style="list-style-type: none"> - Finalize membership vote to amend the Bylaws to make the Technology Committee and Development Committee standing committees. -Look at Amending bylaws to make Alumni a standing committee -Section III- is there a "pro" to having a procedure for exceptions to enable someone to be an officer if they are not in a NE state for example. Possible recommended change- review options <p>-Anything else?</p>
6:45 - 7:15 p.m.	2015-2016 Board Reflection (use poster board) and Gaelyn's Time ☺
7:30 - 9:00 pm	Dinner
9:00 -10:00 pm	If more time is needed: Leadership Subcommittee – whoever wants to (PD chair and officers requested please)

Tuesday June 7, 2016	
<i>Professional Attire is suggested for today's events</i>	
8:00 – 8:45 am	Breakfast (included with hotel stay)
9:00 – 11:05 am	<p>NEOA Official Board of Directors Meeting</p> <p>Call to Order Action: Approval of Agenda</p> <p>Secretary's Report Action: Acceptance of April 2016 Board Meeting Minutes</p> <p>Treasurer's Report Action: Acceptance of Treasurer's Report</p> <p>Finance Committee Report Past President's Report President's Report President-Elect's Report Vice-President's Report State Reports: New Hampshire Rhode Island Vermont Connecticut Maine Massachusetts</p> <p>(10 MINUTE BREAK)</p>
11:15 am – 12:15 pm	<p>Committee Reports: Strategic Planning Advocacy: Legislation & Education/State Initiatives • Bylaw follow up Membership TRIO Day Alumni NEOA Achiever Development Technology Professional Development Public Relations Newsletter</p> <p>Old Business</p> <p>New Business</p> <p>Adjourn</p>

NEOA Official Board Meeting

Call to Order 09:10 AM Quorum Established at 09:14 AM 15/26 – (see end of minutes for attendance)

- **Roll Call** by Stephanie Cruz at 9:11 AM
- **Quorum** established 15 of 26 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: Julie Kimball to approve agenda

Seconded by: Kelly Beckwith

Motion carries unanimously at 09:14 AM

Secretary Report: Stephanie Cruz, written & minutes

- Minutes were sent to all for corrections on
- Copies provided for further review

Action: Acceptance of April 2016 Board Meeting Minutes

Motion by: Melissa Goyait to accept the April 2016 Board Meeting Minutes as amended

Second by: Elaine Leavitt

Motion carries unanimously at 09:18 AM

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

- Budget summary was distributed, updated after yesterday's finance meeting and emailed to all
- Steve Visco raised question if we should rename Line 16 Miscellaneous. This reflects the amount (\$12,000) of the investment that was moved to a new investment instrument. Per Kristin it is in the notes within quick books.
- Commented that refunds were a bit higher than usual
- TRIO Day income was \$35,825; Annual Conference \$38,600.11
- Working on Policy Seminar reimbursements
- Any line item questions Kristin can give more detail on who and what paid for

Action: Acceptance of Treasurer's Report

Motion by: Elaine Leavitt to approve Treasurer's Report

Seconded by: Melissa Goyait

Motion carries unanimously at 09:29 AM

Finance Committee – Karen Madden, please see written report for full details/Steve Visco reports out

- Good committee meeting yesterday. June meeting usually sets the stage for incoming president to set budget for Sept meeting
- Annual Conference and TRIO Day are the big items each year
- TRIO day has some bids in process, Working on bids for Annual Conference
- PDD increased investment to reflect that expenses are going up so our investment should too
- Should consider setting guidelines for vendors' expectations. Finance Committee should tackle and set policy to maintain consistency and not just depend on past practices
- If your board position involves a budget communicate with Ray so he can accurately reflect in next year's budget

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

- Nominations for President, Ramon Gonzalez has been nominated
- Will work with Stephanie to conduct electronic vote
- Thank you to Ray for taking on this position as it is no small thing
- Encouraged folks to participate in COE "Communities of Practice". (4) Alumni, Research, STEM, and International. Acknowledged that there are some kinks in the new COE website, but please think about signing on to.
- New COE Board Chair – Michelle Danvers Faust Bronx CC UB. Should be fantastic
- Advocacy - Kim Jones is looking out. Starting to have hearings on committee related to appropriations
- Spoke about Neil Swidey article he wrote on student debt crisis. Sent to all this morning

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

- Short time since last meeting
- Arnold Mitchem Leadership Institute (AMLI) contract is sign sealed delivered with Craig Werth. Excited lots of energy after conference
- Working with Randy, Sarah Reggie with transitions and resignations. Have some great folks who have or may stop up so not worried
- Talked with Randy and Stephanie to facilitate vote, may do via survey monkey
- NEC events - Encourage all to attend in their states. Website has whole calendar and generally sends to states who have an event. Awesome events. Great for networking both professionally and personally. Attendance has yielded speakers for programs and other partnerships. All programs and populations HS, College or Adults can benefit. A unique partnership compared to other regions
- Working on development with COE
- Presented Workshops
- COE looking to partnership with The National Academic Advising Association. Partnership should enhance our service see report for website
- Presented Senator Warren the NEOA Shirley Chisholm Award while in Washington. Great energy and charisma. Was grateful to have an alum and Ngondi Kamatuka (U of Kansas) at the presentation.
- Mentioned that Tracy Karasinski rode her motorcycle to DC raising \$2,500 for COE. Board gave a welcome. Also, Tray also went to Gettysburg for MAEOPPs conference to represent Trent Ball. Speaks to how ell NEOA is regarded.

- Randy reported that there was no Department of Education (ED) update at the board meeting. Talent Search and EOC read going on
- Need to move on getting Ramon officially serve as President-Elect
- Per Gaelyn language is silent in the bylaws

Motion by: Kelly Beckwith to affirm that Ramon Gonzalez will serve as the president elect due to the resignation of Alvin Riley in accordance with the Bylaws through August 31, 2016.

Seconded by: Debbie McCann

Discussion: Should we say we are affirming rather than vote on it? If Vice President serves as Vice President Elect do we need to vote? Because the bylaws are silent and does not specify succession we should vote or affirm. More transparent way is to have all support also show full support of membership.

Motion carries unanimously at 10:08 AM

- Ramon Gonzalez is elected President Elect
- Gaelyn thanked Ramon and Julie for a wonderful conference

President-Elect's Report – Ramon Gonzalez reports out

- Sent need to renew Bidding 4 good
- Fairs hare conference call
- Sept location
- Will go to COE - San Diego as president elect and participate in board meeting
- Excited to do this

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

- Conference was great loved working with Julie Kimball
- Sent out Survey results from online 101 responses
- Vendors/Roundtables received some of the lowest marks. Steve mentioned that EOC marks may have been low because they did not even get to discuss PD Day which usually serves to get the ball rolling at the conference. SSS was just way too big and room not conducive to 'round table'. UB's cited competing interests Director's vs front line staff. Same for SSS with such a large group. Suggestions on possibly having program roundtables by topic so that discussions are more appropriate and manageable.

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

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

- Expressed concern regarding financial aid awards in NH and enrollment practices that tend to favor out-of-state student over in-state --- Crisis in NH for low-income and first generation and middle income students.

- Working with financial aid directors on an action plan – College presidents, Governor’s office and legislators, Call to Action to businesses, organizations and alumni
- Getting letter to membership
- Reviewing status of 501C3
- Attended NEC event for current Governor, who will run for senate

RI – Vacant/Stephanie Cruz reports out

- Will meet in coming weeks with State Liaison and president to set a plan for the coming year. Review 501C3 status
- Working in getting alumni organized
- Stephanie Cruz was invited to participate in a forum on college affordability by Rep David Cicilline
- TRIO Day committee is coming together under Maria Muccio
- Mariam Boyagian retirement was an impressive event per Randy Schroeder. Stephanie thanked Randy for making a detour to stop by especially since the event was the last day of the conference

VT – Kelly Beckwith reports out - please see written report for full details

- Conference scheduled for October
- April 30th VT new event TRIO Works in the Community. Students and TRIO staff carried out community service day at sites across the state. Event was highlighted in both social media and old fashioned media. Participants wore t-shirts TRIO is Working in the Community. 60 participants in VT and Northern NY.

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

- Many programs experiencing funding issues with CT state grants
- CT has a full board for next year
- New liaison Shoshanna CONNTAC EOC
- Reviewed Bylaws will add language limit of 2 consecutive years
- Want to encourage involvement
- Have created a past president advisory committee
- Talk to VT regarding their mentoring program want to get up and running in CT
- 501C3 status under review
- Working on reaching out to legislators
- Conference in October date not set yet

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

- Looking to fill some positions. President is set but looking for president-elect.
- Conference not set yet but is usually in January

- Emerging leaders institute will run
- 4 from Maine have applied to AMLI
- Dori had to step down as VP and conference chair. Working on a replacement

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

- Advocacy Day awaiting for reimbursement
- Working with Casey on IT
- PD Sami – was good PD Engaging in difficult dialogue on social injustice was well received
- MA has board meeting on Friday want to normalize board roles and specific on responsibilities timelines duties, etc
- Not a full board, Pres Elect and advocacy
- Planning conference, Charles Desmond speaker for conference
- Working in donations for Fair Share
- Advocacy Day got support but no bill yet. MEOA working with Rep Tostado to have state fund MEOA. Fully behind
- Try to schedule earlier next year at end of January to get people to sign on
- Have interest on Senate side as well
- Bottom line grant last year

Break

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

- Simply culminating comment finished presenting at annual conference thanks to Casey sent to membership one reply discussed 6/6/16 (see notes)
- Fortunate to have worked with Giselle Alvin and.... Made it manageable

Motion by: Samienta Pierre-Vil Motion to accept the 2016-2021 Strategic Plan as presented with an amendment to Goal 5.4 A) Designee: Remove “Conference Chair” and add the “Advocacy Chair and State Presidents” respectively.

Seconded by: Steve Visco

Motion carries unanimously at 11:26 AM

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

- NH VT MA & ME have been awarded state initiative grants
- Recap bylaws process regarding vacancies, resignations and elections

Membership – Laura Mielke, reports out

- Following up the membership cards
- Clarified some missed payments

- 291 PAID members! We also have 30 applications that have not paid fee. Some went to a PD day or conference so will follow up with them
- Goal was made at 275 members for 15-16 and we exceeded that by 16 as of today

TRIO Day 2016 – Rick Williams, reports out

- Full report was given at last meeting
- Extend help to TD 2017

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

- Covered much yesterday in detail. ED is currently busy with Talent Search and EOC read going on.
- Talked about possibly partner with AARP with benefits to members. It was mentioned that Charlie Desmond was involved with AARP
- Mentioned that we have been in contact with Rising Star award winner who could not make it to conference and if we plan to invite to next year we need to keep in mind for next year's budget as she is on the west coast.

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

- Report given at committee meeting 6/6/16 (see notes)

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

- Most of our big events are behind us PDD's, TRIO Day and Conference

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

- Has received submissions for PD Days from EOC which will be run by the VT folks; UB from – ME folks; and is in discussions with CT for SSS at Manchester CC.
- Has received 12 apps for AMLI from folks in: NY, VT, MA, ME, NH
- Possible other PDD Talent Search

Public Relations – Sammy Pierre-Vil, written

- Sami & Maria Muccio have submitted an article to the New England Journal of Higher Education on the Annual Conference. Expects final edits any day now and will be published. Will forward when finalized.
- Encouraged all to send pictures and stories to Sami from states and programs to share on social media.

Newsletter – Maria Muccio reports out

- Update on TRI Day proposed dates February 23-24th, 2017
- Bid from the Crown Plaza, Warwick, RI:
 - Rooms \$100/night (\$10 increase from 6 yrs ago); Up to 4/room; over flow Holiday Inn Express (same owners) just a few minutes down the road @ 90\$/night
 - Food: Dinner \$13/person, light snack \$5ea; \$8ea breakfast;
 - Space \$0 for breakout rooms

- Make sure they include “Act of God” clause especially for weather
- Co-chair Chuck Youn, and folks from RIC. Stephanie suggested
- Expects that RI College new president, Frank Sánchez would likely attend, pro TRIO
- Stephanie suggested also CCRI president may attend very student & TRIO-centered, also suggested that Mayor of Warwick attended last time and would likely come if invited and suggested Jorge Elorza, mayor of Providence and TRIO Alum.
- Has requested quotes from other hotels but has not received formal bids. Will reach out again. Many cannot hold the number of attendees and/or present other issues with location (downtown).
- Contracts should be finalized between now and September meeting

Motion by: Steve Visco Move that we charge the executive committee to make a decision on the contracts for the annual conference and TRIO Day 2017 between now and September meeting.

Seconded by: Samienta Pierre-Vil

Motion carries unanimously at 11:50 AM

Old Business –

New Business –

- Sami inquired about the sheets with reflections. Is Gaelyn looking for feedback and or review of the sheets? Gaelyn will have them summarized and will be provided to the incoming president and board for next year.
- Gaelyn issued a special thank you to Jane Foley and Adam for joining the board meeting as they will assume offices of President Elect and Treasurer in September. Also thank you to Julie Kimball for attending. Recognized her critical role in making the annual conference a success as co-chair to Ramon
- Thank You Gaelyn to the entire board.

Motion by: Ramon Gonzalez to adjourn

Seconded by: Samienta Pierre-Vil

Motion carries unanimously at 11:54 AM

Board Meeting Adjourned: 11: 54 AM

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:	Ramon Gonzalez	3	✓	
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	✓	
NH	Tammy Gewehr	10		X
RI	Vacant	11		X
VT	Kelley Beckwith	12	✓	
State Presidents:				
CT	David Celotto	13		X
ME	Teri Morse	14		X
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		X
Public Relations	Samienta Pierre-Vil	21	✓	
Finance	Karen Madden	22		X
TRIO Day	Rick Williams	23	✓	
Professional Development	Steve Visco	24	✓	
Development	Reggie Jean	25		June 6 only
Technology	Casey Henderson	26	✓	
Nominating	Randy Schroeder			
COUNT OF VOTING MEMBERS PRESENT			15	

NON-VOTING MEMBERS				
Co-Chairs				
Annual Conference	Julie Kimball	1	✓	
TRIO Day Co-Chairs	Brian Post	2		X

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

Total Voting Members: 26

Voting members present: 15

Quorum Established: 15/26 at 09:03 AM

Full attendance during meeting total: 20/31 for the meeting

Respectfully submitted for review: June 21, 2016 by Stephanie M. Cruz