

New England Educational Opportunity Association 3rd Board of Directors Meeting 2016-2017

Thursday, January 12 <i>Casual attire is suggested for today's events</i>	Arrive – Crowne Plaza Hotel
1:00 pm – 3:00 pm	Welcome, Introductions – Ice Breaker (Andrea) <ul style="list-style-type: none"> • Development Package (Reggie) • TRIO Day & Conference 2018 locations decision (Jane) • Funds for Policy (Ray) • Fair Share (Gaelyn) • By laws discussion (Ray)
3:00 pm – 3:30 pm	BREAK - MOVE INTO ROOMS
3:30 pm - 4:30 pm	Awards conversation decisions
4:45 pm – 6:00 pm	Finance Committee/Budget Meeting – Karen Madden (officers, Finance Chair, Trio Day Chair MUST attend) all are welcome
4:30 pm – 5:30 pm	State Presidents and Liaisons Meeting to discuss Policy – Sarah Morell
6:00 pm	Dinner – Arooga's- Route 5 (615 Greenwich Ave. Warwick RI 02886) http://www.aroogas.com/route-5-warwick
8:00 pm	Networking Suite

Friday, January 13 <i>Casual Attire is suggested for today's events</i>	
7:30 am – 9:00 am	Check Out Breakfast -
9:00 am – 10:30 am	NEOA Official Board of Directors Meeting Call to Order Action: Approval of Agenda Secretary's Report Action: Acceptance of Sept. 2016 Board Meeting Minutes Treasurer's Report Action: Acceptance of Treasurer's Report Finance Committee Report Action: Acceptance of Fiscal Policy Update Past President's Report President's Report President-Elect's Report Vice-President's Report (15 MINUTE BREAK)

<p>10:45 am – Noon</p>	<p>Committee Reports: Alumni Development Legislation & Education Membership Technology NEOA Achiever Professional Development Public Relations State Initiatives TRIO Day</p> <p>State Reports: Connecticut Maine Massachusetts New Hampshire Rhode Island Vermont</p> <p>Old Business</p> <p>New Business</p> <p>Adjourn</p>
<p>Noon – 1:00 pm</p>	<p>Lunch provided – any other business</p>

NEOA Official Board Meeting

Call to Order 09:07 PM Quorum Established at 09:22 PM 19/24 – (see end of minutes for attendance)

- **Roll Call** by Stephanie Cruz at 9:22 AM
- **Quorum** established 22 of 25 voting members

Secretary Report: Stephanie Cruz reports out

- Minutes were sent in December and again prior to meeting changes were submitted via email
- Several copies available for last review

Action: Acceptance of September 2016 Board Meeting Minutes with changes

Motion by: Steve Visco to accept the September 2016 Board Meeting Minutes as amended

Second by: Tammy Gewher

Motion carries, with one abstention at 09:25 AM

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

- emailed corrected budget after yesterday's finance committee meeting, including expenses copies distributed
- \$10,000 toward conference
- Processing registration fess TRIO Day
- Prepping for policy seminar
- Major things \$10,000 toward Portland Westin Hotel bill
- Budget - we are in good shape
- Majority is income and right at amount anticipated
- Have we figured out Pay pal? Is Allison still getting notifications? This should be cleared by now

Action: Acceptance of Treasurer's Report

Motion by: Reggie Jean approve Treasurer's Report

Seconded by: Debora McCann

Motion carries unanimously @ 09:33 AM

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

- Finance committee yesterday, Karen met via phone

- Have approved two states' proposals for additional funds for policy seminar: NHEOA and VT
- Other states are encouraged to apply
- Reggie – talked about surplus, want to make sure we adequately reflect the additional \$18,000 surplus from last year
- Per the accountant as long as we know we do not have to reflect in budget but finance committee will track. For the most part it is dedicated to Policy Seminar
- We will have a spread sheet tracking the amount

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

- Went thru much yesterday
- Encouraged people to attend Leadership seminar before Policy
- Gaelyn issued three challenges to board:
 - Attend at least one NEC event this year
 - Register for ASA SALT Money
 - Register for Communities of Practice
- Questions and comments let me know
- Talked about the COE and NACADA new partnership
- Encouraged 100% board participation in COE Fair Share
- Encourage folks to run for office see her if interested, nominations paperwork shared
- Reggie asked about COE ACT partnership. Info is coming out more it is still in development Gaelyn will get more information as it becomes available. Reduced costs for TRIO programs for SAT Kaplan course(s) for those who want to bump up scores
- Nomination papers due before business meeting

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

- Busy going all over to state meetings, professional development days and COE
- Absolutely love going to state meetings
- Maine does not do it like anyone else
- Came back from NYC for his first COE/orientation meeting – sent update from meeting to delegation
- Bronx CC Alumni event was well attended and was standing room only
- Met with MEOA PD on Feb 15
- Ray will attend
- Conference calls to discuss contracts
- Has invite Maureen Hoyler who wants to meet with the NEOA Board at conference
- Other COE Leadership I will be there too
- The COE board chair coming and staying whole time

- Ray commented that he does not feel stressed at all and has enjoyed every single moment of this. Said it was a testament of the work the board is doing
- He also stated that it makes difference when we have consistent leadership
- The outlook for Policy Seminar with respect to what is going in with changes in Washington that it is business as usual right now. Per COE we should not get distracted by what else is going right now
- We are TRIO and our focus is our students

President-Elect's Report – Jane Kimball- Foley, please see written report for full details

- Attended Maine state conference
- MEEOA raised \$2,000 from auction
- Has been working on nailing down conference and TRIO sites for 2018 Conference and TRIO Day:
 - Stoweflake in VT – Conference 2018
 - Radisson in CT – TRIO Day 2018
- Attended 1st COE meeting – so many people doing great work
- Communication and Conference Committees
- For annual conference she is charged with securing at least 10 moderators from the NE region
- Government relations committee and international access, partnering with Study abroad

Vice-President's Report – Steve Visco, reports out

- The conference co-chair is unable to continue in that role but many have stepped up in ME
- Issue with hotel contract and break out rooms which would require \$300-\$500/room charge per workshop. The hotel gave 2 options on how to resolve: Either pay an additional \$2200 or the hotel would have to increase parking fee. (They are basically subsidizing \$20/night/per)
- Fin Committee did not want to pass on to membership so will pay additional \$2200
- Things are shaping up – Pre-Conference Stem Based UMASS Lowell Stem based NSF grant
- The book club is set with Neil Swidey's (Boston Globe Columnist) – The Assist about a Charlestown HS basketball coach. His fee will go to make a contribution to a foundation he supports that works with college stop-outs. Let Randy Schroeder know if you are interested
- Mentioned a C-Span interview for Mr. Swidey
- Reggie mentioned that Charlestown HS is a TRIO (ETS) target school
- There will be a panel on financial aid as it relates to speaker
- 3rd plenary being planned may be impacted by what national folks are doing
- Alumni event/breakfast
- Registration will be soon working with Casey to get up on website
- Workshop RFP went out week or two ago – Due January 23rd

- Vendor committee position open please let Steve Visco know if interested. We do have a good base from last year of vendors

BREAK 10:00 (None) Board opted to work through break

Alumni - Randy Schroeder, reports out see written for detail

- Attended Bronx CC event, impressive
- Steve mentioned the NEOA planned for conference
- See next step checking name make sure accurate getting them ready for advocacy
- Reminded folks to nominate an achiever!!!
- Reiterated what Gaelyn said in that we should have 100% participation in COE Fair Share!

Development – Reggie Jean, reports out, see written report

- \$10k from ASA, Thank them and Kristi Pierce
- Trying to streamline how we can consolidate do the information and solicitation for ads for conference TRIO day and Conference
- Give them options vending, ads, sponsorship to avoid slowing things down brochure in development to streamline
- Working with ME to approach colleges in ME to support parts of the conference
- College presidents at various events
- Auction, starting to finalize launch ... asking for items donations, companies.
- Larger certificate type things will be online (e.g. hotel stays, etc) and the physical items at conference

Legislation & Education and **State Initiatives** – Sarah Morrell called in office but report submitted

- RFP for state initiatives out – MA and VT submitted
- Met with State Pres/Liaisons at January meeting
- Finance committee
- Fair share
- Spraggins – per Gaelyn, only 5 states worth of COE money, so apply soon!

Membership – Kristin Hagopian reports out, see written report for more detail

- Currently memberships are down a bit at 114 paid memberships – going to be more aggressive with getting paid
- Reached out to folks who attended professional development days
- Invoices have been sent, plans to be more intrusive

Technology – Casey Henderson, attending AMLI in Durham, see written report for details

- Helped plan MEEOA meeting

- Provided assistance with TRIO day registration
- Working with conference committee re planning for conference

NEOA Achiever – Debbie McCann, reports out, see written report for details

- Nomination requests have been sent
- Casey put process online
- To date --- ZERO nominations!
- It was asked if they have to be from New England
- Nomination period concludes at end of month
- Would like to see all ALL programs and ALL states represented
- Will be needing 5 hotel rooms (4 plus the one who could not attend last year); Also, we need to invite readers to luncheon

Professional Development & Public Relations – Laura Mielke reports out

- Professional Development activities came in under budget
- Discussion on whether to use remaining PD funds for books for the book club at conference
- There was discussion about providing books. For all or for just those who may need it?
- Debbie mentioned that last time book was provided and that about \$13 thru amazon (\$12 kindle)
- How many last time?
- Straw poll to spend up to \$500 for book club
- Survey out for future PDD
- Would like to develop a manual for event planners
- Discussion on the Arnold Mitchem Leadership Institute. Craig has done much bartering and bargaining should increase budget if we value true cost
- Reggie Jean mentioned that before Craig Werth agreed and had to cut the number of meetings. Should re-visit
- Debbie McCann asked for realistic budget for AMLI
- Gaelyn said we would pay more attention to real costs next time in developing AMLI budget

State Initiatives – Sarah Morrell

- Urge each state to apply for state initiatives does not take too long as a great compliment what you're doing
- Good meeting on policy seminar planning
- Share plan around dinner
- Ramon talked about plans for dinner after policy Seminar with leaders and alums
- It was suggested dinner be the night before – Alumni reception probably on Monday

- Laurie commented that Maine folks will likely leave after visits on Wed
- Discussion around the change in the schedule. It was reported that with Monday and Fridays as ‘travel days’, many committee meetings end up being on Tuesdays, so it was decided Wednesday may mean higher probability – Monday and Friday travel days Committees on Tuesday so Wed are better open day to meet
- Elaine mentioned that often the real work is with the aide! Photo op is good but not important

TRIO Day – Maria Muccio

- 477 registrants 409 students \$24,000
- 12 college fair checks in and 13 coming in
- Encourage to your institution to register
- Guest Speaker – Chuck reaching out open to suggestions
- Schedule – 23rd 24th - reviewed schedule
- Will need to make plans to hold luggage when groups check in. We can rope off and can organize by program – counting on program staff to pitch in. As long as someone keeping eye on luggage this will work.
- As there is quite a bit of time between lunch and dinner, they will advise groups to bring snacks!
- 5:30 – 6:30 - Dinner
- Night time 8-10:45 events
- Karaoke fee \$200
- Will we need to hire security? Last time hired Security
- Some concerned in that rooms connected
- Programs need to establish ground rules
- Residential programs like Upward Bound will be more familiar with policing the ‘rooms’ issues
- Andrea suggested that staff have the adjoining room to their students
- Day 2 –
 - breakfast
 - College fair
 - Depart 11 for home
- GEARUP issues with TRIO day – some programs are unable to attend because of the TRIO Day name since it appears specific to TRIO and institutions are less likely to permit GEARUP programs from participating in a TRIO event
- Debbie commented on how it is no longer just TRIO should there be a name change
- Some discussion around having students pick trips they want vs tours being assigned by program. Students would have greater chance to see schools they want if they could choose.

- Ramon commented that some programs bring up to 40 students and with 3-4 staff, students would be spread out and may end up on tours where they do not know anyone.
- Maria commented that staff will be responsible for their students on the trip
- With regard to supervision/student choice, committee has to decide

Newsletter - Elaine Leavitt

- Reached out to state presidents for a piece on initiatives
- Reached to personnel from each state and highlight students/alumni

State Reports: NH, RI, VT, CT, ME, MA**CT** – David Celotto reports out - please see written report for full details #1

- CT lots going on
- Had state meeting 60 from 15 institutions
- Communicating benefits of membership to folks

ME – Laurie Davis reports out - please see written report for full details

- Good conference
- A lot of turnover in board positions
- President elect is vacant
- Conference chair for next year have met three times
- SWOT analysis and leadership not the short straw making it attractive professional development
- Annual Hall of Flags
- Great Congressional Delegation
- Need to pay attention at the state level
- State policy conversation

MA – Taryn Davis, reports out - please see written report for full details

- Struggling with few positions
- Advocacy day Tuesday – challenging
- Those who have stepped up are amazing
- Jan 17 at mass state house
- Feb 10th LGBTQ and undocumented
- 100 at state conference

- Location feedback was mostly positive and price

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

- General report
- Great annual meeting with some initiatives
- Gear up funded (written in 2014) encourage to bring on board not duplicate services
- Bill to reinstate State Access grant program only state not funding may nominate for Champion of Educational Opportunity CEO award 400 state legislators
- GH --- NY NJ PA tri state area full ride
- COE ask to have new legislators to join Caucus. Physical location not indicate

RI – (Stephanie Cruz reports out)

- Will make appointments for Policy Seminar
- Alums – One has already been identified
- Will follow up with other TRIO programs for alums Phil/Claudia for alums

VT – Jennifer Garrett-Ostermiller reports out - please see written report for full details

- Legislative reception bring alumni
- Working on TRIO community day with parallel community activities by TRIO programs across the state with social media updates
- Association will meet in two weeks on agenda to increase scholarships and look at bylaws
- March 25th tentative date

Old Business –

-

New Business –

Action: Create sub-committee to change Alumni Committee from ad hoc committee and sending out to membership for vote at annual conference

Motion by: Ramon Gonzalez to formulate a sub-committee to change Alumni Committee from ad hoc to standing committee

Seconded by: Elaine Leavitt

Motion carries unanimously @ 12:02 PM

Action: Acceptance of Stoweflake for the site of the NEOA annual conference 2018

Motion by: Gaelyn Hastings to accept the Stoweflake in Stowe, VT for the site of the 2018 NEOA Conference

Seconded by: Melissa Goyait

Motion carries unanimously @ 12:04 PM

Action: Acceptance of the Radisson for the site of the NEOA TRIO Day 2018

Motion by: Dave Celotto to accept the Radisson Hotel, Cromwell, CT for the site of the 2018 NEOA TRIO Day

Seconded by: Gaelyn Hastings

Motion carries unanimously @ 12:05 PM

Awards –

- **Shirley Chisholm Award**

Senator Angus King was nominated (written nomination submitted). Ramon asked if there were any more nominations

Action: Shirley Chisholm award selection

Motion by: Ramon Gonzalez to select Senator Angus King as the 2017 NEOA Shirley Chisholm award recipient

Seconded by: Jane Kimball Foley

Motion carries unanimously @ 12:09 PM

- **Pell Award**

Tom Cole by Randy Schroeder (written nomination submitted)

Sarah commented that there has been some talk of Brett from New England Council

Did not think Brett rises to the level for this award. Steve good to give second look. Straw vote unanimous Tom Cole

Action: Nomination for Pell Award

Motion by: SteveVisco to select Tom Cole, R-OK as the 2017 NEOA Pell award Recipient

Seconded by: Tammy Gewehr

Motion carries @ 12:15 PM

- **Marian Belgrave Howard Award**

Four nominations for Marian Belgrave Howard Award.

- **Sargent Shriver** – Ramon read bio/nomination. Asked that a speaking fee be made into a scholarship
- **Carolyn Julian** – From NH, many roles over 30+yrs in NEOA NHEOA and NEAEOPP, still involved
- **Dave Megquire** – From ME, former president NEOA, served on COE many years, still involved still in ME

Straw vote: Carolyn Julian 10; Dave Megquire 6; Abstain 2

Action: Nomination for Marian Belgrave Howard Award

Motion by: Steve Visco to nominate Carolyn Julian as the 2017 NEOA the Marian Belgrave Howard Award recipient

Seconded by: Tammy Gewehr

Motion carries @ 12:27 PM

Motion by: Elaine Leavitt to adjourn

Seconded by: Tammy Gewehr

Passes unanimously @ 12:29 PM

Board Meeting Adjourned: 12:29 PM

2017-2018 NEOA Board Members

VOTING MEMBERS				
OFFICER/CHAIRPERSON	NAME	Voting	Present	Absent
Executive Board:				
President:	Ramon "Ray" Gonzalez	1	1	
Past President:	Gaelyn Hastings	2	1	
President-Elect:	Jane Kimball Foley	3		x
Vice-President:	Steve Visco	4	1	
Treasurer:	Adam Shaughnessy	5	1	
Secretary:	Stephanie Cruz	6	1	
State Liaisons:				
CT	Shoshannah Henry	7	1	
ME	Teri Morse	8	1	
MA	Andrea Dawes	9	1	
NH	Tammy Gewehr	10	1	
RI	Jacqueline Mane	11	1	
VT	Jennifer Garrett-Ostermiller	12	1*	
State Presidents:				
CT	David Celotto	13	1	
ME	Laurie Davis	14	1	X
MA	Taryn Tomkins	15	1	
NH	Melissa Goyait	16	1	
RI	Anthony Carrion	17		X
VT	Kelley Beckwith	18	1*	
Standing Committees Chairs:				
Development	Reggie Jean	19	1	
Finance	Karen Madden	20		x
Legislation & Education	Sarah Morrell	21	1	
Membership	Kristin Hagopian	22	1	
Technology	Casey Henderson	23		x
Professional Development/ Public Relations	Laura Mielke	24	1	
TRIO Day	Maria Muccio	25	1	
Nominating	Gaelyn Hastings			

COUNT OF VOTING MEMBERS PRESENT

21

**Attended via phone*

NON-VOTING MEMBERS				
Co-Chairs				
TRIO Day Co-Chair	Chuck Youn	1	1	
Ad Hoc Committees:				
Alumni Relations	Randy Schroeder	2	1	
NEOA Achievers Awards	Debora McCann	3	1	
Newsletter	Elaine Leavitt	4		x
State Initiatives	Sarah Morrell			
COUNT OF NON-VOTING MEMBERS PRESENT			3	

Total Voting Members: 25

Voting members present: 21

Quorum Established: 21/25 at 09:03 AM

Full attendance during meeting total: 24/29 for the meeting

Respectfully submitted for review: March 29, 2017 by Stephanie M. Cruz