

November Board of Directors Meeting- April 12, 2022

1:00 PM- 4:00 PM

In Person & via Zoom

Breakfast onsite

Call to Order at 1:07 PM Quorum Established at 1:10 AM – (see end of minutes for attendance)

- **Roll Call** at **1:07 AM**
- **Quorum** established **21** of 27 voting members

Approval of Agenda- President, **Deb McCann** presents agenda.

- Addition of Craig Werth to report on AMLI

Action: To approve the agenda

Motion by: **Melissa G** to approve agenda.

Second by: **Gail M-R**

Motion carries, unanimously

Treasurer's Report- **Kristin Hagopian** reports out.

- Assisted in getting information collected for our new accountant
- Everything has been provided to do the financial reports
- Updated quickbooks for all NEOA activities
- Mailed our reimbursements and payment requests. Have checkbook for anyone who needs any supplies/other reimbursements.
- Also have been working on policy seminar reimbursement. Please check in with me if you have requested payment to confirm delivery address.
- Ongoing budget management and updating quickbooks
- Rick W wanted to confirm that the new accountant has everything he needs. Confirmed.
- Reviewed YTD budget
- Square has been added to payment options. Will add a line item for Square fees similar to paypal fees. Will allow on-site accepting of payment.
- Currently have a net operating income of \$18,219.64
- Deb M had a question about Leadership Institute charge. Will be moved to another line item.

Action: Approve three budget line item overages

Motion to approve Treasurer's Report: **Gail M-R**

Seconded by: **Brian P**

Motion carries unanimously

Action: Add line item for Square terminal fees

Motion to approve Treasurer's Report: **Ramon G**

Seconded by: **Ralph H**

Motion carries unanimously

- Deb M thanks Kristen for all her work.

Action: Approve Treasurers Report

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Motion to approve Treasurer's Report: Gail M-R

Seconded by: Lindsay C

Motion carries unanimously

Finance Committee Report- Melissa Goyait reports out.

- New accountant is in place, has a lot to catch up on given the difficulty with the previous tenant
- He is working on 2021 taxes first
- Was hoping to have financial review for 2020 and 2021 done by the conference but will take a little longer.
- Excited to work with him. Responsive and returns calls within 24 hours. Based in NH. He is hoping to attend our June Board meeting and meet everyone in person
- We are reconciled through Feb 2022. Will work on March when that statement is received. Had some trouble with December reconciliation. Had to unreconciled and re-do the reconciliation and everything is now in order.
- Due to our recent spending, esp. technology, our checking account is closer (\$258,420) to its usual balance (\$230k-\$240k). All equipment has been received and is being used for the conference.

Action: Approve the budget

Motion to approve new accountant hire: Gail M-R

Seconded by: Ralph H

Motion carries unanimously

Secretary Report – Gaurav Khanna report sent out via email

- SUBMITTED BY EMAIL FOR REVIEW

Action: To approve January 2022 Board Meeting Minutes

Motion by: Lindsay C.

Second by: Brian P.

Motion carries, unanimously, with one abstention

Past President's Report- Brian Post reports out.

- Attended COE Board meeting with Rob P and Deb M in person . Co-chairing by-laws committee, reviewing conference proposals for the Annual Conference. Next meeting in May in DC.
- We have achieved 76% of our goal for fair share
- Have nominations gathered behind the scenes for a full slate of candidates NEOA positions
- Have reached out to state presidents for state liaison positions
- Great to be back in COE Policy seminar in person
- COE did a great job with advocacy
- Rick W emphasizes the importance of have Secy. of ED at the Policy Seminar

President's Report- Deb McCann reports out.

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- Helped organize Policy seminar, introduced Maggie Hassan, reported out, and singalong
- COE Board work is continuing, esp. personnel committee
- Presented at ME advocacy forum
- Final board meeting this year will be in June at Amherst, MA
- Business meeting will be on Thursday evening, hope to see everyone in attendance. 4-5pm
- Before the business meeting, Gaurav K will email treasurers report, agenda, and minutes from last year's meeting to membership

President- Elect's Report- Rob Pote reports out.

- Board meetings are set up for next year. Same as this year except for last one in CT
- COE: working on personnel committee and leadership summit committee
- Working on past president's dinner. Received a donation of \$2k. We have about 25 expected.
- Some key people attending: Chris George, COE Board Chair, as well as Kim Jones. Arnold Mitchem is also coming
- Working on Newport TRIO day. Investigated Wyndham in person. Found it very small and insufficient. Worked with Helms Briscoe to revise contract parameters and separate food from room rates.
- Only other option is the Crowne Plaza. Room rate is \$129. Food cost is about \$29,000
- Discussion around options. Questions about school vacation week, esp. MA which contributes about half of attendance at TRIO day. Gail mentioned CP is also good for parking and buses.
- Feb 23 and 24 seem like the preferred option

Action: Approve Crowne Plaza Providence Warwick as the TRIO day hotel for April 23/24, 2023

Motion to approve: Sarah M.

Seconded by: Rick W.

Motion carries unanimously

Vice-President's Report/Annual Conference- Amy Dodge reports out

- Committee has been working hard. 223 registered for the conference.
- Completed walk through with Taryn
- Unfortunately the hotel has renovations so there may be some dust issues
- Some issues with QR codes
- Questions about seating arrangements
- Please check in if you have any questions or need help.
- Did submit article to newsletter about state initiatives and will highlight those activities. Would like to see an award go to each state.

No Break

Committee Reports:

Legislation & Education- Sarah Morrell reports out.

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- Continuing to advertise NEOA grants
- Participated in Policy in MA team and pre-policy workshops
- Doing Policy follow up and reimbursement
- Continuing to participate in NEC Education Committee. Distributed NEC information to Board and membership
- Interested in hearing from anyone who has applied for Spraggins matching funds
- Serving on NEOA workshop and speaker and plenary committee.

Alumni- Randy Schroeder reports out.

- First Alumni TAD talk. 16 participants attended. Randy plans to do this monthly. Have topical themes every other month e.g. Adulting 101 and then have individual stories highlighted in the other months
- Alumni will be gathering tomorrow morning, please stop by and say hi
- Working with National Achiever Committee for Prof. Loretta Carl-Brady from St. Anslem. Teaches psychology and does a great deal of research and service
- Patricia Marshall has been appointed Provost and VP for Academic Affairs at Fitchburg SU. She will be presenting today. Has been nominated twice for the national TRIO award. We should consider nominating her again next year, her candidacy is stronger.
- Alumni event at Policy was great.
- The chair of the education committee on NEC has recently resigned. We should connect with the replacement so that they are aware of the importance of TRIO.
- Rick W thinks the talks and breakfast tomorrow will be great
- Randy has created a LinkedIn and FB group for TRIO alumni. They are closed groups but encourages Board members to join.
- Deb M joined the TAD talk remotely, strongly recommends joining if possible.

Development- Ramon Gonzalez reports out.

- Reached out to a number of vendors
- Have nine vendors to present at the conference
- Also have three vendors who are giving at the top level of \$1500
- Please connect vendors with Ray during the conference if there are any issues.
- Couple of vendors will be presenting during the conference. One is Cambridge Educational Services.
- Have raised about \$10,500 for COE
- Suggested to have separate times for vendor presentations and hands on experiences.

Membership- Andrea Dawes reports out.

- 215 paid memberships, 162 institutional memberships
- Approximately 100 unpaid so far

Diversity, Equity and Inclusion- No Report



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NEOA Achiever- Elyse Pratt-Ronco reports out.

- Ready to go tomorrow
- One recipient will be virtual, others in person. They will have brief remarks and provided template for press release

Newsletter- Linda Shiller reports out.

- Next edition in June
- Please send articles and updates from Policy and/or conference and we will make sure to report out on all the work we are done
- Would also love to have an alumni corner
- Discussion around frequency (three or four annually)

Professional Development- Lynn Ploof-Davis reports out.

- About 30 people attended the round tables
- Identified round tables at the conference as well
- Higher Ed panel should be interesting
- Will also hear from Craig about AMLI
- RW suggested sharing notes from round tables

External Affairs- Anthony Staffiere reports out.

- Hashtag for conference is #neoacon22

Retirees- Elaine Leavitt reports out.

- Six individuals retiring this year. Have reached out invite them and requested bio.
- Also have requested post retirement plans and contact information
- Approx. four or five will be attending on Thursday.
- Ten retirees in 20-21. Four of them are also planning on attending on Thursday
- Discussion around photographers for retirees

Strategic Planning- Rick Williams reports out.

- Still a work in progress
- Wants to discuss with RP, DM and BP to plan for the future
- This board has done a huge amount of work on areas that needed addressing. Historically our work is not reflected on our reports.
- Will make suggestions to Rob on how to capture achievements in the future

Technology- Casey Henderson reports out.

- Worked on TRIO day virtual event
- Did buy equipment as planned for AV needs
- Josh helped with setting up and organizing equipment
- Will try to stream/record some of the seminars this year. Will be a new initiative and learning experience.
- Kudos to Casey for all his work in staying on top of tech needs

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TRIO Day- No Report

- Brian P has some program specific surplus hats to hand out at registration

State Reports:

Connecticut- Robert Pote and Yara Z report out.

- Yara organized policy
- All congressional reps have signed on to the funding letter for TRIO
- Rob P is running the Vision Board event in the morning, looking forward to having everyone participating

Maine- Mary Sinclair reports out.

- A lot of policy related activities. Sen. Collins did a great presentation.
- We also had a number of alumni participate
- Great to have new staff members attend policy
- Also had ME advocacy day. Normally at the state capitol but virtual this year
- In person event planned for May

AMLI: Craig Werth reports

- Has been serving with AMLI for a long time
- 14 people participated in 2020-2021. Switched from in-person to zoom
- Had an in-person retreat last month, 10 showed up in person and two attended virtually
- Willing to stay on as director for 2020-2023
- Will attend conference and soft selling the program
- Attendees from last iteration created a card for the Board
- Needs a Board decision for tuition for the event
- Slight bump in director fees to provide individual sessions for participants. Tried it for the first time today with a very positive response
- Deb M thanks for many years of doing this and continuing for another year to determine smooth succession. RP will take the budget into consideration and fold it into annual budget in September.
- Deb M discusses tuition, MG recommends keeping at 750 based on current strong financials. Helps with recruitment and participation.

Action: Keep tuition at \$750

Motion to approve: Brian P.

Seconded by: Gail M-R.

Motion carries unanimously

Presentation by MasteryPrep: Stan Carter

- Started with ACT



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- Grew to SAT
- Have expanded to virtual and in-person options
- Helps improve student understanding of test design and empowers them to do better
- Expanded focus on college readiness beyond just testing

Massachusetts- Ralph Hogan reports out.

- Main focus was Policy
- Have two offices we have not been able to connect with them
- Have three institutions that are very active but very limited participation from the rest
- Focus on getting engagement. Did get some new participants at policy
- Redesigning state advocacy in May/June. Will use Spraggins fund to do advocacy training at the state and national level. Planning on early June
- Trying to address some gaps in policies and procedures.
- Randy asked about which members did not meet: Auchincloss and Keating; discussion around engagement

New Hampshire- Adam Howard reports out.

- Policy seminar went well, two fantastic alum attended
- Delegation supportive of TRIO
- Maggie Hassan met with alumni and provided a keynote
- Scholarship meeting planned, partnering with another organization around FAFSA completion.

Rhode Island- Gail Mance-Rios reports out.

- Policy was great. Sen. Reed met with us. Met with alumni. He had done his homework on students
- Sen. spoke with one student in Spanish. Other student emigrated from Poland and is now studying math in URI
- Met with Whitehouse new education aide. She was very excited about supporting funding requests.
- Also met with house reps and focused on establishing relationships with their staffs. One Rep. is leaving after this term.
- Need to strengthen state organization and boost participation

Vermont- Lindsay Carpenter reports out.

- Shout out to Rick W in addition to all the other participants from VT for policy.
- Met with Leahy and house rep staff virtually. Sanders met personally for 25 minutes and staffer met for an extra hour to discuss TRIO
- Awarded \$9000 to VEOP programs (increase)
- One more PD planned funded from Spraggins
- Updated by-laws to introduce gender-neutral wording
- Revamp board responsibilities to avoid unbalanced responsibilities in certain roles

Old Business: None

New Business:

- Dinner is at 110 grill

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- Please attend President’s reception and represent Board
- Silent Auction could use some help with some slots for coverage. Please contact Ralph in Thatcher.

Motion to adjourn: Ramon G
Seconded by: Mary S
Motion passes unanimously, --- nay, at 4:01 PM.

Next NEOA Board of Directors Meeting:
Next Meeting:
Amherst, MA June 2, 2022

2021-2022 NEOA Board Members				
VOTING MEMBERS –April 12, 2022				
OFFICER/CHAIRPERSON	NAME	Voting	Present	Absent/Late
Executive Board:				
President:	Deb McCann	1	Y	
Past President:	Brian Post	2	Y	
President-Elect:	Rob Pote	3	Y	
Vice-President, Conference Co-Chair:				
Treasurer:	Kristin Hagopian	4	Y	
Secretary:	Gaurav Khanna	5	Y	
State Presidents:				
CT	Robert Pote			
ME	Samantha Prosser	6	Y	

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MA	Ralph Hogan	7	Y	
NH	Adam Howard	8	Y	
RI				
VT	Lindsay Carpenter	9	Y	
State Liaisons:				
CT	Yara Zoccaroto	10	Y	
ME	Mary Sinclair	11	Y	
MA	Scott Dowling			
NH	Katie Robinson	12	Y	
RI	Gail Mance-Rios	13	Y	
VT	Soren Dews	14	Y	
Standing Committees Chairs:				
Alumni Relations	Randy Schroeder	15	Y	
Development Chair	Ramon Gonzalez	16	Y	
Finance	Melissa Goyait	17	Y	
Legislation & Education	Sarah Morrell	18	Y	
Membership & Credentials	Andrea Dawes	19	Y	
NEOA Achievers Awards	Elyse Pratt-Ronco	20	Y	
Nominating	Brian Post			
Professional Development	Lynn Ploof-Davis	21	Y	
Public Relations	Anthony Staffiere	22	Y	
Technology	Casey Henderson	23	Y	
TRIO Day Chair	Adam Hurwitz		Y	
COUNT OF VOTING MEMBERS PRESENT			23	

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NON-VOTING MEMBERS				
Ad-Hoc Committees				
Diversity, Equity, Inclusion Co-Chair	Mona Savastano			
Newsletter	Linda Shiller	1	Y	
Retirees	Elaine Leavitt	2	Y	
Co-Chairs:				
Conference Co-Chair	Amy Dodge	3	Y	
Diversity, Equity, Inclusion Co-Chair	Samienta Pierre-Vil			
Newsletter Co-Chair	Janelle Humphrey			
TRIO Day Co-Chair				
Strategic Planning	Rick Williams	4	Y	
Guest	Laura Mielke	5	Y	
COUNT OF NON-VOTING MEMBERS PRESENT				