

June Board of Directors Meeting- June 2, 2023

In Person & via Zoom

Call to Order at 9:09AM Quorum Established at 9:12AM – (see end of minutes for attendance)

- **Roll Call** at **9:09AM**
- **Quorum** established **22** of **29** voting members

Approval of Agenda- President Rob P presents agenda.

Action: To approve the agenda as amended
Motion by: **Lindsay C.** to approve agenda.
Second by: **Deb M.**
Motion carries, unanimously

Secretary Report – Submitted by Gaurav K.

Action: To approve minutes
Motion by: **Jessica C.**
Second by: **Lindsay C.**
Motion carries, unanimously with one abstention

Treasurer's Report- Matt Bourgault reports out.

- Has not been a lot of change since April
- Tried to project activity through end of the year
- Small amounts of money remaining to come in for conference registration, online auction, and one school for TRIO day. Randy S. will help follow up with TRIO day collection.
- All states have not submitted policy seminar reimbursements and only one state has been paid for state initiatives. Have received money from COE for Spraggins grants, need to be distributed to the states.
- Have spent about \$25,000 more than we have brought in. Almost all of it is conference overruns including \$10k tech costs
- Rob P expresses thanks for Matt's work and support

Action: To approve treasurer's report
Motion by: **Deb M.**
Second by: **Dylan B.**
Motion carries, unanimously

Finance Committee Report- Melissa Goyait reports out.

- Have completely wrapped up taxes and annual reports
- Will continue to work with Chris L. over the summer to transition as the new chair
- Matt B will help get QuickBooks log in. Will also work to get log ins for Prosperity and Ameriprise so that Chris L. has access.
- Suggests evaluating where to store money. Benefits of consolidation vs. exposure to bank closure risk.
- Combined assets are ~ \$370,260.49
- Rob P and Matt B thank Melissa G for her time as finance chair and support
- Discussion around appropriate reserves, needs for organizational planning and funding



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- Linda suggests future discussion around costs and Board involvement needs

Past President's Report- Deb McCann reports out.

- Have a full slate of Board officers
- Have met our Fair Share goals
- Tried my best to support Rob P
- The tree is flourishing
- Rob P thanks Deb for mentoring him for the past two years and appreciates Deb's leadership.

President's Report- Rob Pote reports out.

- COE has taken up a lot of time, especially committee work
- Proud of our successful conference
- Glad that COE has a new President from NE .

President- Elect's Report- Lindsay Carpenter reports out.

- Attended May COE meeting. Met Sen. Welch on the hill. Also Sanders and Congresswoman Balint
- Trying to get new people on the Board to avoid the impression of an exclusive club. Kevin is joining the Board on the DEI committee with Mona
- Chasneika A will also be joining the DEI committee
- Appreciate that we have a virtual option for folks who cannot attend meetings in person but encourages Board members to try to attend in person
- DEI is a high priority. Has met with the committee to plan and budget for activities, as well as brainstorm a timeline.
- Really successful and fun past president's dinner in ME
- Toured 2024 TRIO day hotel
- Shared 2023-24 Board meeting dates
- Will work with the finance committee to present a balanced budget in September
- Deb M will stay on next year as a Board Historian
- Brian P will chair a by-laws committee for next year to review and update by-laws as needed
- Will make sure to be fiscally responsible
- Becky C requests a list of committees that still need members so that we can encourage membership to join
- Lindsay also encourages people to come forward if there is an area they would like to engage with and develop a committee. Ad hoc committees can be approved by the President.
- Rob P expresses thanks for her support

Vice-President's Report – Ginny Ward reports out

- Not much to report at this time
- Conference was successful and have received positive feedback
- Did have expense overages but made enough to cover them and still have \$65,000 more
- Happy that attendees left with positive impressions

Break (10:12AM-10:30AM)

Committee Reports:



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Alumni- Randy Schroeder reports out.

- Had a great Alumni gathering at the conference
- Distributed information about a NEBHE presentation about higher ed for prisoners
- Eagerly awaiting the results of the national achievers selection. Have nominated James Brett from the NEC.
- Also, a prior NEOA Rising Star and a NH national legislator who is a huge supporter of TRIO will be receiving UNH alumni awards
- Please think about alumni you would like to nominate for next year so we can start outreach and consideration.
- Thanks Lindsay and Rick for the question to be asked to Alumni. Results have been compiled.
- Rob P mentioned that six people were selected for the national award and are being contacted by COE
- Rob P expresses thanks to Randy for his support over his presidency and gentle reminders
- Rick W expresses thanks for sharing of alumni responses.

Advocacy/State Initiatives- Sarah Morrell reports out:

- Have tried to provide information on legislation as well as serving as parliamentarian
- State initiative grants have been awarded to ME, NH, and in process for MA and RI
- Would like to include a new advocacy resources section on the website with Casey's help
- Discussion around state of affairs in RI
- Rob P suggests prioritizing making RI viable again and to support members/staff from RI to reconstitute the state organization
- Gail M-R will be meeting with new state liaison April Donahue in two weeks. Rob P/Lindsay C/Deb M will meet with Gail M-R to follow up
- Discussion around payments for state initiatives for states that have not paid dues

Development- Ramon Gonzalez reports out:

- All vendors are paid up
- Piloting a new initiative with MEOA. Offering smaller donation options to sponsor meals and smaller events
- Rob P thanks Ray's hard work which really shows up at the conference and budget

Diversity, Equity and Inclusion- No report

Membership- Jessica C. reports out.

- Achieved increase in membership and met our goal
- Tried to update our brochure and make it a little more user friendly. Still working on member categories
- Discussion around centralized mailing address to get all checks including membership at one location
- No vote required to add Taryn as co-chair
- Unpaid vs Paid list-servs

Action: To increase membership fees from \$55 to \$65

Motion by: Jessica C.

Second by: Deb M.

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Discussion:

Andrea D suggests setting membership categories first before deciding on changes

Deb M suggests affiliate memberships cover all non-professional categories

Matt B suggests amending increase to \$75

Jessica amends her motion to \$70

Action: To increase membership fees from \$55 to \$70

Motion by: **Jessica C.**

Second by: **Deb M.**

Motion carries, 17 ayes, 3 nays, 1 abstention

Technology- Casey Henderson reports out.

- Casey H will evaluate Zoom usage to see if adjustments are needed in the account
- Rob P thanks Casey for his work.

Action: To migrate our listservs to a new provider: Harmony. Costs will be \$256 for the first year, \$216 for the following years

Motion by: **Casey H.**

Second by: **Dylan B.**

Motion carries unanimously

NEOA Achievers: Becky C. reports out

- Presented awards at conference, went well,
- Please think about who you would like to nominate for next year
- Rob P expresses thanks for the committee's work

Newsletter- Linda S reports out.

- Thanks Yara for all her work to put together a photo gallery for the newsletter
- Successfully put out four newsletters for this year
- What is in there that you like and what is missing? If there is someone you'd like to recognize or add to the newsletter, please reach out to Linda.
- Thanks to everyone who has contributed, there wouldn't be a newsletter without them.
- Suggestion that PR/advocacy send out newsletter to the congressional offices and state reps
- Every committee should have an assigned member to handle newsletter contributions

Professional Development- Lynn Ploof-Davis reports out.

- Looking for applicants for the Jerry Ellis PD scholarship. Applications can be submitted year round
- Applicants must be NEOA member
- Encourage membership to apply

AML: Craig W. submitted written report

Public Relations: No report

Retirees- no report.

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Strategic Planning: Rick W. reports out

- Will work to get a better report form for the September meeting
- Rob P expresses thanks for Strategic Planning work

TRIO Day:

- Event went well
- Will be in Springfield next year

State Reports:

Connecticut- Chelsea C reports out.

- Have five of six Board positions filled for next year. Elections will be online
- Have had a lot of growth and changes in CT
- Or goal is to follow up with legislators and bring them into programs. Trying to invite Joe Courtney to come to a closing ceremony
- Rob P expresses thanks for all the work Chelsea has done in CT

Maine- Terri reports out.

- Four new members joining the Board for next year
- Board has been attending Golden and King breakfasts this year
- Ad hoc First Gen and technology committees will be moving to standing committees.
- Finance committee has been created and seeking members
- Ginny will be taking over as President next year
- Michelle Richardson will be President Elect for next year
- Slightly more than BE for the conference
- Rob P expresses thanks and appreciation for recruitment of new members

Massachusetts- Ramon G. reports out for Craig W..

- Craig expresses regret for absence due to a retreat
- MA conference planned for 10/5 and 10/6 on the Cape
- Registration opening next week
- Maria Milagros will be talking about work life balance
- RFP has gone out to MEOA and NEOA
- June 15 PD is scheduled for summer programming (webinar)

New Hampshire- Adam H reports out.

- Things are going well
- Held summer business meeting via zoom
- Had a meeting with Congresswoman Kuster. Awarded her the Champion Award
- NH Higher Ed Completion organization is working on mandatory FAFSA completion in the state. TRIO is staying involved.
- Rick W and Randy express appreciation for the work that Adam has done.



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Rhode Island- Gail M-R reports out.

- Members in RI have been working to reconstitute the state organization
- Looking forward to meeting in three weeks
- Rob P expresses thanks for Gail

Vermont- Lindsay C reports out.

- Updated By-laws and strategic plan approved in April
- First in person meeting next week to celebrate
- Almost have a full slate of members but still need a President Elect
- Held Educational Opportunity day in Montpelier. Presentation followed but a visit to the Capitol and Governor's office. Were able to get face time with some staffers during a fire drill.

Old Business: None

New Business:

- Deb M shares information from COE
 - Programs should be receiving a 4% for this upcoming year
 - SSS is writing next year. COE is advocating for moving up the deadline to avoid last minute chaos
 - Hope RFP will come out late summer, due late fall and results in early spring
 - PWW will also happen in the summer
 - Debt ceiling happened last night, remains to be seen what the effects will be for next year
 - NSLC being offered by COE
 - Next Executive Leadership Institute is at Johns Hopkins Oct 26-29
 - COE is offering career opportunities and internships for TRIO students
 - Maureen will be honored at this year's conference
 - G5 will be switching to G6 in August
- Chris L put a file in the Box drive under strategic plan for the future of NEOA
- Will be a place to brain storm ideas for improving
- Request to add NSLC equivalent for high school students

Motion to adjourn: Ramon G.

Seconded by: Melissa G.

Motion passes unanimously, at 12:14PM.

**Next Meeting:
September 2023**



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| 2022-2023 NEOA Board Members | | | | |
|--------------------------------------|-------------------|--------|---------|-------------|
| VOTING MEMBERS – January 13, 2023 | | | | |
| OFFICER/CHAIRPERSON | NAME | Voting | Present | Absent/Late |
| Executive Board: | | | | |
| President: | Rob Pote | | | |
| Past President: | Deb McCann | | | |
| President-Elect: | Lindsay Carpenter | | | |
| Vice-President, Conference Co-Chair: | Mary Sinclair | | | |
| Treasurer: | Matt Bourgault | | | |
| Secretary: | Gaurav Khanna | | | |
| State Presidents: | | | | |
| CT | Chelsea Cichocki | | | |
| ME | Terry Charlton | | | |
| MA | Craig Elkins | | | A |
| NH | Adam Howard | | | |
| RI | | | | |
| VT | Lindsay Carpenter | | | |
| State Liaisons: | | | | |
| CT | Yara Zoccarato | | | |
| ME | Samantha Prosser | | | |
| MA | Mendrick Banzuela | | | |
| NH | Chris Lee | | | |
| RI | Gail Mance-Rios | | | |



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|--|------------------------|--|--|---|
| VT | Dylan Bertolini | | | |
| Standing Committees Chairs: | | | | |
| Alumni Relations | Randy Schroeder | | | |
| Development Chair | Ramon Gonzalez | | | |
| Finance Co-Chair | Melissa Goyait | | | |
| Finance Co-Chair | Soren Dews | | | |
| Legislation & Education | Sarah Morrell | | | |
| Membership & Credentials Co-Chair | Andrea Dawes | | | L |
| Membership & Credentials Co-Chair | Jessica Coronel | | | |
| Diversity Chair | Mona Savastano | | | |
| NEOA Achievers Awards Co-Chair | Adam Keese | | | |
| NEOA Achievers Awards Co-Chair | Becky Carrasquillo | | | |
| Professional Development | Lynn Ploof-Davis | | | |
| Public Relations | Anthony Staffiere | | | |
| Technology | Casey Henderson | | | |
| TRIO Day Chair | Jasmine Miranda-Avalos | | | |
| COUNT OF VOTING MEMBERS PRESENT | | | | |
| NON-VOTING MEMBERS | | | | |
| Ad-Hoc Committees | | | | |
| Conference Co-Chair | Ginny Fowles | | | |
| Access and Disability | | | | |
| Newsletter Co-Chair | Yara Zoccarato | | | |
| Newsletter Co-Chair | Linda Shiller | | | L |
| Retirees | | | | |



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|--|----------------------|--|--|--|
| Strategic Planning Co-Chair | Brian Post | | | |
| Strategic Planning Co-Chair | Rick Williams | | | |
| Guest- | | | | |
| Guest | | | | |
| COUNT OF NON-VOTING MEMBERS PRESENT | | | | |