

NEOA Board Meeting - June 7, 2024

In-Person & via Zoom

Call to Order at 9:01 AM

- Roll Call at **9:02 AM**

Quorum Established at 9:04 AM – see end of minutes or attendance spreadsheet for details

- **21** of **28** voting members present at roll call

Approval of Agenda - President **Lindsay Carpenter** presents agenda.

Action: To approve the agenda

Motion by: **Lindsay C.**

Second by: N/A

Motion carries, unanimously

Secretary Report - Submitted by **Julie Coon**

Action: To approve Jan. 2024 minutes

Motion by: **Dylan B.**

Second by: **Jess C.**

Motion carries, unanimously with 0 abstentions

Treasurer's Report - **Matt Bourgault** reports out.

- Canceled Frontstream subscription, online auction tool - \$1,000 expense will not re-incur at the end of June.
- Working on Policy Seminar receipts and reimbursements.
- Conference expenses vs. actuals were much higher this year. Expenses budgeted were less than actuals, and actual revenue was less than budgeted.
- Speaker fees and reimbursements were more than budgeted.
- TRIO Day expenses vs. actuals were very close.
- Linda S. suggested Beagle meet with Conference Chair prior to and during conference planning. Beagle confirmed that he did meet with Julie F. prior to the conference.
- Net Income is \$38,321.53. Please see Expenses vs. Actuals report for details.
- Deb M. asked how do we increase income to have a balanced budget each year?
 - o Chris L. is tracking trends by state. Year-to-year comparison isn't always apples to apples.
 - o Lindsay C. commented that we may need to raise conference registration and/or NEOA membership fees to offset costs/expenses. Maybe we are too nice here in NE? Our conference fees are substantially less than other regions.
 - o Rick W. suggested that Yara sit down with each committee chair and check-in about their anticipated expenses and incomes.
 - o Lindsay C. reminded the Board that the ELI costs are not always clear or upfront as to the costs incurred after the initial events covered by COE. Lindsay has pushed back on COE about this. ELI is really intended for state leaders.

NEOA Board Meeting - June 7, 2024

In-Person & via Zoom

Finance Committee Report - Chris Lee reports out.

- Checking account balance as of June 5, 2024 was: **\$209,254.16**.
- Revisit Chris' recommendation to move \$115,000 (\$15k from the Ameriprise account + \$100k from checking account) into a TD Signature Savings account with a revised APY of 2.00%.
 - Brian P. posed if moving it is really necessary?
 - Benefit is to be able to move funds around without penalty, per Chris L.
- The SBLI USA account matures on 12/10/2066 with a current interest rate of 2.10%.
- SBLI investment account is \$80,300.39 and \$72,462.28 in Surrender Value.
- Linda S. recommends that the Finance committee and Executive Board get together after July 15th, but before the Sept. meeting to get an update, options, and make recommendations.
- Deb M. reminded Chris L. that an annual financial review should be done.
- Chris L. is working on a timeline for when things need to be done.
- See Chris' Finance Chair Report for more details.

Past President's Report - Rob Pote is not present, **Yara Zoccarato** reports out.

- NEOA is at 91% of our FairShare goal. Doing well, roughly top 3 of all regions.
- Rob P. was very appreciative of Casey H. and Josh G. for helping with the online election process and ballots.
- Will be meeting with Lindsay C. soon to review Past-President role from the past year.

President's Report - Lindsay Carpenter reports out.

- Excited to share that her goals for her year as President were achieved.
- Thank you to Mona S. and her committee for the JEDI work the Board has done and is continuing to do.
- Enjoyed attending Rob, Yara, and Jess' graduation event for their students in CT.
- Attended COE board meeting in DC in May with Rob and Yara. COE had to let go of 5 employees recently..

President-Elect's Report - Yara Zoccarato reports out.

- Attended the COE board meeting in May.
- TRIO Day & Annual Conference hotels are booked for 2025.
- Board meetings are scheduled for 2024-2025.
- Identified priorities as President - more to come...
- Committee chairs & co-chairs - in progress. Please reach out to express interest in serving/continuing to serve on the board.
- Tentative onboarding meeting (virtual) on Thursday, August 8th.

NEOA Board Meeting - June 7, 2024

In-Person & via Zoom

Vice-President's Report - Julie Finnegan reported out at yesterday's meeting.

- Please see discussion notes from yesterday in the June Agenda file, as well as Julie F.'s board report in the Box Drive.

Professional Development - Lynn Ploof-Davis reports out.

- Have made two JPED awards for 1) Dylan B. for Policy Seminar (\$400) and 2) Noelle Dubai for the School of the Alternative (\$600).
- Currently, we have 7 applicants for AMLI (from NH, ME, VT, CT, NY). Can we extend the deadline? First meeting is in Nov. 2024. Lindsay C. proposes extending the deadline to August 1st. Perhaps hold a virtual info session to get the word out?
 - Linda S. proposed the PD committee send out a letter to membership explaining why we are extending the deadline.
 - Need to have 12 people to run AMLI.

Break (10:30 AM - 10:45 AM)

Committee Reports:

Alumni - Randy Schroeder is not present.

- Please see Randy's board report in the Box Drive.

Advocacy - Sarah Morrell reports out.

- Added state profile data reports to the NEOA website. Prepared and updated the NEOA State Initiatives proposal forms. There is still time to apply for State Initiative grants.
- Have been sharing the NEC newsletters and meeting announcements with the listserv.
- Would like to provide parliamentary procedure training and info to Board members.

By-Laws - Brian Post reports out.

- Approved, with some amendments, the proposed by-laws changes at the April business meeting.
- Please complete the Board Evaluation that was sent out via email.
- There is some unfinished business with regard to by-laws:
 - Would like to establish a Board manual.
 - Would like to continue the conversation about Board election eligibility.

Corporate Development - Ramon Gonzalez reports out.

- Ramon "made it rain this year" - to the tune of \$13,750.

Diversity, Equity and Inclusion - Mona Savastano reports out.

- Would like to continue to work with the PD committee to add more PD opportunities around DEI to educate membership and to possibly help increase membership.

NEOA Board Meeting - June 7, 2024

In-Person & via Zoom

- Bryan L. brought up mixed reviews about the JEDI sessions and perhaps we should survey the Board and continue to look at other resources. Mona will create a survey for the Board to provide feedback on the JEDI training sessions.

Historian - Deb McCann reports out.

- Great year - felt it was the perfect opportunity to re-energize.
- Continuing to work on historical timeline for NEOA, getting lots of feedback. Please see the historical documents in Box Drive for more info.
- Would like more historical info from states - please add to Box.
- Will need a new chair next year, as Deb M. will not be chairing the committee.
- Linda S. would like to have a future discussion about Box Drive and organizing it better to make it more user-friendly to find the great info that's in there.

Membership - Jessica Coronel reports out.

- Currently have 286 paid members, 16 are unpaid.
- Jess C. will be stepping down as co-chair, Taryn T. will continue, along with Rachelle Lappinen.
- Membership starts Sept. 1st. Would like to hold a vote on whether to increase membership fees. Jess C. proposes to increase membership fees by \$5.
- Lindsay C. proposes we agree to do more next year to validate the increase. Bryan L. agrees and suggests we put together a 365 day calendar at the Sept. board meeting to send out to membership to help show and validate what we are offering to membership.
- April D. asked if our rates are similar to other regions (ours are lower).
- Deb M. suggests Yara creates her budget, then we decide as a board what the increase should be, but Lindsay C. said we can't wait, as we need to have paid membership fees to vote.
- Linda S. is not in favor of increasing fees every year, maybe every other. A \$5 increase is only about a \$300 net overall.
- Sarah M. reminded the Board that we can vote electronically.
- Lindsay C. suggests we do not increase it today.
- Yara Z. reminded all that we can charge membership vs. non-membership fees for events and account for increases there.

Action: To keep membership fees the same at \$70 for the next year.

Motion by: **Lindsay C.**

Second by: **Arielle D.**

Discussion: **Yara Z. thinks we should increase it to \$100. April D. pushes back that \$100 is too much after the increase this past year. A large increase is a barrier to gaining and retaining members. Dylan B. said we should increase # of members instead of the fees. Arielle D. feels it should be one increase or the other (membership fees vs. event fees), but not both. Deb M. suggests Lindsay withdraws**

NEOA Board Meeting - June 7, 2024

In-Person & via Zoom

her motion. Beagle proposes increasing state dues. Lindsay withdraws her motion (larger discussion needs to be had).

Motion withdrawn

NEOA Achievers - Adam Keese & Becky Carrasquillo report out.

- Recognized 4 amazing awardees at the conference.
- Pleased with receiving 16 total nominations. Lag in nominating is still happening until right before the deadline - anxiety-inducing.
- Total costs: \$1,129.38 (higher than usual due to awardees traveling from farther away and mailing costs). Thank you to Ginny W. for help with printing needs.
- Would like to consider increasing this budget for the future.
- Hope we helped with membership, strategic plan & transparency into the process.

Newsletter - Kylee Casner & Linda Shiller reports out.

- Newsletter came out recently & met all strategic goals.
- Kylee C. will not be co-chairing next year - moving to NC.
- Linda is still evaluating the length of the newsletter for the future.
- Rachel Casey has offered to co-chair next year.

Public Relations - Anthony Staffiere reports out.

- Anthony will be starting a new position, out of TRIO, as of July 1st.
- Thank you to Board leadership, states, newsletter folks.
- Three points upon my departure:
 - 1) Suggests a rebrand (logo, etc.), and to expand web presence.
 - 2) Find a separate online platform to host things that are not hotel directions, etc. Suggests another platform that is not the website to read the newsletter, view annual conference photos, etc.
 - 3) Annual conference - suggests a standing workshop on social media.

Retirees - Gaelyn Hastings reports out.

- Honored some amazing change-makers at our conference.
- See Retiree folder in Box Drive for Gaelyn's report.

Strategic Planning - Rick Williams reports out.

- Rick gave a presentation yesterday on Strategic Planning.

Technology - Casey Henderson reports out.

- Technology committee has wrapped for the year, lots of UBers on it.
- Gave presentation yesterday on SquareSpace.

NEOA Board Meeting - June 7, 2024

In-Person & via Zoom

Action: To move forward with purchasing SquareSpace for web hosting needs.

Motion by: **Rick W.**

Second by: **April D.**

Motion carries, unanimously with 0 abstentions

TRIO Day - Arielle Derival reports out.

- Huge success - thank you!
- 381 participants over the two days (488 total registrations).
- Please see board report in Box Drive for additional numbers and details.

State Reports:

Connecticut - Yara Zoccarato reports out.

- Currently holding elections, had a great time at Policy Seminar.

Maine - Ginny Ward reports out.

- Had a very successful Advocacy Day in March, great speakers, and contact with legislators.
- Great experience at Policy Seminar. Finished up ELI.
- Updated fiscal policies.

Massachusetts - Bryan Landgren reports out.

- Had a fantastic annual conference meeting recently - will be in Worcester, MA - hands-on, trauma-informed yoga, using lots of music, etc.
- Great PD offerings.
- Membership overwhelmingly approved by-laws change to add an active alumni to the Board.

New Hampshire - Jes Crowell is not present, **Becky Carrasquillo** reports out.

- 113% of FairShare goal.
- Have a full board next year. Looking to create a president-elect position for next year.

Rhode Island - April Donohue reports out.

- Awarded a state initiative grant to help reestablish the RIEOA.
- April D. will not be State Liason next year, but will continue to help Heather B.
- Please see board report in Box Drive.
- Lindsay C. reported that RI is now officially a NEOA state member.

Vermont - Soren Dews is not present, **Dylan Bertolini** reports out.

- Please see board report in Box Drive.

NEOA Board Meeting - June 7, 2024

In-Person & via Zoom

Old Business: None

New Business:

- Yara Z. presents outgoing President, Lindsay C. with a gift.

Motion to adjourn: Ramon G.
Seconded by: Dylan B.
Motion carries, unanimously, at 12:02 PM

Next Meeting:
September 20, 2024
Springfield, MA

NEOA Board Meeting - June 7, 2024

In-Person & via Zoom

2023-2024 NEOA Board Members				
VOTING MEMBERS - June 7, 2024				
OFFICER/CHAIRPERSON	NAME	Voting	Present	Absent/Late
Executive Board:				
President:	Lindsay Carpenter		X	
Past President:	Rob Pote			A
President-Elect:	Yara Zoccarato		X	
Vice-President, Conference Co-Chair:	Julie Finnegan			A
Secretary:	Julie Coon		X	
Treasurer:	Matt Bourgault		X	
State Presidents:				
CT	Yara Zoccarato		-	P
ME	Ginny Ward		X	
MA	Bryan Landgren		X	
NH	Jes Cromwell			A
RI	<i>Vacant</i>			
VT	Soren Dews		X	
State Liaisons:				
CT	Julio Muniz			A
ME	Terry Charlton			A
MA	Arielle Derival-Joseph		X	
NH	Becky Carrasquillo		X	



NEOA Board Meeting - June 7, 2024

In-Person & via Zoom

RI	April Donohue		X	
VT	Dylan Bertolini		X	
Standing Committees Chairs:				
Advocacy Chair	Sarah Morrell		X	
Alumni Chair	Randy Schroeder			A
Corporate Development Chair	Ramon Gonzalez		X	
Diversity Chair	Mona Savastano		X	
Finance Chair	Chris Lee		X	
Membership & Credentials Co-Chair	Jessica Coronel		X	
Membership & Credentials Co-Chair	Taryn Tomkins			A
NEOA Achievers Co-Chair	Adam Keese		X	
NEOA Achievers Co-Chair	Becky Carrasquillo		-	P
Professional Development	Lynn Ploof-Davis		X	
Public Relations	Anthony Staffiere		X	
Technology	Casey Henderson		X	
TRIO Day Co-Chair	Miguel Peralta		X	
TRIO Day Co-Chair	Arielle Derival-Joseph		-	P
COUNT OF VOTING MEMBERS PRESENT:			23	
NON-VOTING MEMBERS				
Ad-Hoc Committees				
By-Laws Chair	Brian Post		X	
Conference Co-Chair	Rachel Casey			A



NEOA Board Meeting - June 7, 2024

In-Person & via Zoom

Historian	Deborah McCann		X	
Newsletter & Retirees Co-Chair	Linda Shiller		X	
Newsletter Co-Chair	Kylee Casner		X	
Retirees Co-Chair	Gaelyn Hastings		X	
Strategic Planning Chair	Rick Williams		X	
Guest	Heather Bacchicchi (virtual)		X	
Guest				
COUNT OF NON-VOTING MEMBERS PRESENT:			7	