



ILLINOIS TRIO

*A state chapter of the Educational Opportunity Association
(EOA)*

Officers:

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Chicago State University
Phone: (773) 995-5212

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Association for Education Excellence
Phone: (618) 875-8671

Misty Williams
Immediate Past-President
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Moraine Valley Community College
Phone: (708) 608-4141

Lolita L. Mack
Treasurer
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Denise Jones
Secretary
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Member-at-Large (North)
Jameta Rogers
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Member-at-Large (Central)
Maggie Burkhead
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Member-at-Large (South)
Dr. Renada Greer
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Parliamentarian
Dr. Deborah Baness-King
Triton College
(708) 583-3414

BOARD MEETING

FEBRUARY 9, 2018

JOLIET JUNIOR COLLEGE (JOLIET, IL)

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
(Motion to approve Agenda)
4. **Review and Approval of Previous Minutes**
(Motion to approve minutes)
5. **President's Report** (Dr. Nayshon Mosley)
(Motion to receive President's Report)
6. **Treasurer's Report** (Lolita Mack)
(Motion to receive Treasurer's Report for Audit)
7. **Standing Committee Reports**
 - a) Membership and Credentials (Laura Dayton)
 - b) Research and Evaluation (Denise Jones)
 - c) Special Concerns and Affiliations (Carolyn Basley)
 - d) Legislation and Education (DeAndre Butler)
 - e) Scholarships (Rhetta Seymour)
 - f) Public Relations and Communications (Jason Thomas)
 - g) Professional Development (Professional/Student Conference)
(Collage Warner/ Arnitria Shaw)
 - h) Finance (Mattie Payne-Mallory)
 - i) Nominations and Elections (Misty Williams)
 - j) Technology (Shanicka Burdine)
8. **Special Standing Committee Reports**
 - a) Academic Development and Standards (INACTIVE COMMITTEE)
 - b) Council Fair Share (Laura Dayton)
 - c) National TRIO Days (DeAndre Butler & Dr. Renada Greer)
 - d) Policies, Procedures and Practices (Debbie Baness-King)
 - e) Educational Foundation (Charles Collins)
9. **Ad Hoc Committees**
 - a) Alumni Relations (Anita Rosso)
 - b) Emerging Leaders Institute (Shatoya Black & Laura Dayton)
 - c) Financial Investigation (Aaron Cortes)- UPDATES AS NEEDED
10. **Old Business**
11. **New Business**
12. **Announcements**
13. **Adjournment**

ILLINOIS TRIO BOARD MEETING
Board Transition
Chicago State University
MINUTES
December 8, 2017

Date of last minutes November 13, 2017

1. Call to Order

President: Misty Williams called the meeting to order at 12:32pm

2. Roll Call

President Misty Williams –**Present**
Past-President Aaron Cortes- **Present**
President-Elect Nayshon T. Mosley- **Present**
Treasurer Lolita Mack- **Present**
Secretary Denise Jones- **Present**
Members at large
Renada Greer – **Absent**
Maggie Burkhead- **Present**
Deborah Baness-King- **Present**

Quorum was Present

3. Approval of Agenda

MOTION 1: A motion was moved by) Lolita Mack and seconded by Dr. Deborah Baness-King to approve the agenda. Motion carried.

4. Approval of Previous Minutes

MOTION 2: A motion was moved by Dr. Deborah Baness-King and seconded by Lolita Mack to approve the previous minutes. Motion carried.

5. President's Report

Report Description- Report is attached. - Additional updates:
President Williams reached out to brand new funded programs to welcome them to TRIO and IL TRIO. We lost and gained Upward Bound, Upward Bound Math & Science, Veteran's Upward Bound and McNair programs. IL TRIO Collaborated with COE for the Annual Alumni Reception and STEM Fair at DePaul University. Clark Chipman, Maureen Hoyler and Dr. Arnold L. Mitchem were in attendance for the Alumni Reception. President-Elect Nayshon is working to collaborate with COE for the Alumni Reception to be held at Chicago State University. The President wants to revisit IL TRIO being a part of the STEM Fair and Alumni Reception because IL TRIO is not bringing any revenue in from the event. There were also several complaints regarding the STEM Fair being more directed and information driven to DePaul University instead of the STEM field.

Receival of President's Report

MOTION 3: A motion was moved by Jameta Rogers and seconded by Maggie Burkhead to receive the President's Report. Motion carried.

ILLINOIS TRIO BOARD MEETING
Board Transition
Chicago State University
MINUTES
December 8, 2017

6. Treasurer's Report

Treasurer Mack- Report is attached.

Receival of Treasurer's Report- Motion to receive the treasurer's report pending audit.

7.

<i>MOTION 4: A motion was moved by <u>Elizabeth Logan</u> and seconded by <u>Deandre Butler</u> to receive the treasurer's report pending audit.</i>
--

- a. **Membership (Dr. Nayshon T. Rosebough)**
Report Description- Report Attached.
- b. **Research and Evaluation (Juliana Barker)**
Report Description- Report Attached
- c. **Special Concerns and Affiliations (Dr. Tracey Cureton)**
Report Description- No Report
- d. **Legislation and Education (DeAndre Butler)**
Report Description- Report Attached- No Updates
- e. **Scholarships (Rhetta Seymour)**
Report Description- No Report
- f. **Public Relations and Communications (Elizabeth Harris)**
Report Description- No Report
- g. **Professional Development**
 - 1. **Professional Conference (Mattie Payne Mallory and Elizabeth Harris) - Report Attached.**
 - 2. **Student Leadership Conference (Maggie Burkhead) - Report Attached.**
- h. **Finance (Mattie Payne-Mallory)-**
Report Description- Report Attached.
- i. **Nominations and Elections (Aaron Cortes)**
Report Description- Verbal Report
Laura Dayton elected for President Elect. Denise Jones appointed as Secretary.
Lolita Mack elected for Treasurer
- j. **Technology (Aaron Cortes)- No Report**

8. Special Standing Committee Reports

- a. **Academic Development and Standards (Committee Chair)**
Report Description- No report.

ILLINOIS TRIO BOARD MEETING
Board Transition
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- b. **Council Fair Share (Laura Dayton)**
Report Description- Report Attached
- c. **National TRIO Days (Committee Chairs Nayshon Rosebourgh and Renada Greer)-**
Report Description- Report Attached- Updates:
TRIO Day North 2018- Joliet Junior College
- d. **Policies, Procedures and Practices (Debbie Baness-King)**
Report Description- Report Attached. Updates:
Significant changes have been made to the Constitution to be aligned with EOA's constitution.
- e. **Educational Foundation (Committee Chair)**
Report Description- No report.

9. Ad Hoc Committees

- a. **Alumni Relations (Anita Rosso)**
Report Description- Report Attached- No Updates
- b. **Emerging Leaders Institute (Shannon Williams)**
Report Description- Report Attached. Updates:
New IL TRIO ELI 2018- Shatoya Black
- c. **Financial Investigation (Aaron Cortes)**
Report Description- Verbal Report- Investigation is on-going.

10. Old Business
No Old Business

11. New Business
No New Business

12. Announcements
No Announcements

13. Adjournment

MOTION 5: A motion was moved by Jason Thomas and seconded by Maggie Burkhead to adjourn the meeting. Motion carried.

Meeting adjourned at 1:49pm

Board Installation for Illinois Chapter New Executive Board proceeded the general assembly meeting. Please see attached notes.

Board Installation
Monday, November 13, 2017
Illinois Chapter Meeting at EOA Annual Conference
12:00 pm-1:45 pm

Past president Misty Williams: Will the president-elect Dr. Nayshon Mosley come forward to be sworn-in to office.

The membership of the Chapter looks to the president, president-elect, and treasurer to preserve the interests, plan for the future and to operate the Chapter in such a manner that is beneficial to all. Chapter leaders are expected to represent the membership in a manner that is just and fair to all members and to others served by the Chapter.

Dr. Nayshon Mosley, you were duly elected to serve as president-elect for the past year. Following this oath, you shall assume the full rights, privileges, and authority of the president of this Chapter inherit in the Chapter Constitution.

As president, your duties shall be those implied by the title. In performing your duties, you shall, for example:

- Be Chairperson of and preside at all meetings of the Board;
- Shall submit to the Board an annual plan of operation and budget for review, modification and Board approval;
- Execute the policies and procedures of the Chapter and represent to the membership the mission, spirit and character of Illinois TRIO and the larger TRIO community; and
- Shall serve as a Chapter Delegate to the Educational Opportunity Association (EOA) Board of Directors.

Dr. Nayshon Mosley, do you accept the duties and responsibilities of the Office of President of Illinois TRIO?

Dr. Nayshon Mosley: I do.

Past President Misty Williams: Then please repeat these words after me:

The Oath of Office:

I do solemnly swear (or affirm) that I will faithfully execute the Office of President of Illinois TRIO, and will to the best of my ability, preserve, protect and defend the Constitution of the Chapter.

Past President Misty Williams: Congratulations, Madame President.

Past president Misty Williams: Will the new president-elect, Laura Dayton, come forward to be sworn-in to office.

Laura Dayton, you have been duly elected president-elect of the Chapter, and in this capacity, you shall, for example:

- Perform the duties of the President in the absence or the incapacity of the President as determined by the Board of Directors;
- Serve as Chairperson of the Membership and Credentials and the Professional Development Committee and as a member of the Finance Committee; and
- Shall serve as a Chapter Delegate to the Educational Opportunity Association (EOA) Board of Directors.

As President-Elect you are preparing to lead the Chapter in the future, your actions and experiences this year will set the path for your time as leader.

Laura Dayton, do you accept the duties and responsibilities of the Office of President-Elect of Illinois TRIO?

Laura Dayton: I do.

Past President Misty Williams: Then please repeat these words after me:

The Oath of Office:

I do solemnly swear (or affirm) that I will faithfully execute the Office of President-Elect of Illinois TRIO, and will to the best of my ability, preserve, protect and defend the Constitution of the Chapter.

Past President Misty Williams: Congratulations, Madame President-Elect.

Past president Misty Williams: Will the new treasurer-elect, Lolita Mack, come forward to be sworn-in to office.

Lolita Mack, you have been duly elected treasurer of the Chapter, and in this capacity, you shall, for example:

- Develop and present the budget for the Chapter;
- Oversee the finances of the Chapter;
- Oversee financial policies and procedures of the Chapter;
- Provide regular financial reports to the Board; and
- Serve on the finance committee.

Lolita Mack, do you accept the duties and responsibilities of the Office of Treasurer of Illinois TRIO?

Lolita Mack: I do.

Past President Misty Williams: Then please repeat these words after me:

The Oath of Office:

I do solemnly swear (or affirm) that I will faithfully execute the Office of Treasurer of Illinois TRIO, and will to the best of my ability, preserve, protect and defend the Constitution of the Chapter.

Past President Misty Williams: Congratulations, Madame Treasurer.

Past President Misty Williams: Please welcome your newly elected officers for 2017-2018.



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Illinois TRIO Board Meeting

Friday, February 9, 2018 | Location: Joliet Junior College

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Committee Name: President's Report

Chair(s): Dr. Nayshon T. Mosley

Description of Activity since Last Report:

- Transition Meetings (Finance and Board), Friday, December 8, 2017 at First Merchant's Bank, Chase Bank, and Chicago State University. In attendance were 14 members; no call-ins; no voting action items/no quorum required.
- Proposed Amendments to IL TRIO Constitution voted on and passed as of January 24, 2018.
- All Committee Chairs are filled.
- IL TRIO Alumni Engagement Pilot Project: On Friday, Dec. 29th and Wednesday, Jan. 3rd, met with Past-President A. Cortes and Honorary Member, Retiree, Clark Chipman to discuss vision, goals, and planning for this project. EOA wants to support our efforts.
- Met with EOA TRIO Alumni committee regarding support of IL TRIO Alumni Engagement efforts.
- Met with ELI Black to discuss this project as it relates to her ELI project: Alumni Engagement.
- IL TRIO/COE 5th Annual Alumni Reception/STEM Fair Planning Meetings: Wednesday, January 24th & Thursday, January 25th. SAVE-THE-DATE: Friday, Oct. 19th (Alumni Reception at University of Chicago) & Saturday, Oct. 20th (STEM Fair- location TBD).
- Attended EOA Board Meeting in Kansas City, MO, with President-Elect Dayton & ELI Black, Friday-Saturday, January 19th-20th.
- Registered for COE Policy Seminar & Leadership Summit, March 11th-14th, Washington, D.C.
- Ongoing participation in COE/Princeton University Executive Leadership Institute Case Study Group. Final presentation slated for March 2018 at Policy Seminar.
- Ordered new executive board name plates and Parliamentary Procedures reference guides.
- Invite letter sent to Kimberly Jones, V.P. Public Policy & Communication (COE) to present at IL TRIO Professional



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Conference.

- Serve as Co-Chair for EOA Nominations & Elections committee.

Successes:

- Amended IL TRIO Constitution and By-Laws (January)
- Finance & Board transition completed (December)
- All Committee Chairs are filled (January)

Challenges:

- Minimal participation in online voting for Constitution amendments (12 Active Members voted).

Costs: \$3113.82 (December 1, 2017- February 7, 2018)

Illinois Meeting & Board Activity:

- Transition Meeting/Board Lunch: \$272.74 (Potbelly's)
- Parliamentary Procedure Reference Cards: \$42.26 (Bar Charts)
- Executive Council Name Plates: \$114.15 (Deskplates.com)
- Board Meeting Gavel, Base, & Presentation Box: \$122.20 (EngravingAwardsGifts.com)

EOA Board Activities:

- EOA Board Meeting Flights (N. Mosley, L. Dayton, & S. Black): \$574.32 (Southwest- \$353.92 & American Airlines- 220.40)

COE Policy Seminar:

- Leadership Summit- registration fee for Dr. Mosley: \$75.00 (COE)
- Lodging for President, President-Elect, Treasurer, ELI, & Legislative & Education Concerns Committee Chairs: \$1,757.53 (Air B-n-B)

Office Supplies:

- Transition Meeting/Board Supplies: \$50.90 (Office Depot)

Miscellaneous:

- Floral arrangement for Dr. Jonathan McKenzie's father's funeral: \$104.72 (1-800-Flowers.com)

Plans for follow-up:

- Attend TRIO Day North at JJC; President-Elect Dayton will attend TRIO Day South at SIU-C (February 2018).
- Attend COE Policy Seminar & Leadership Summit (March 2018).
- Continued planning for IL TRIO Professional Development Conference (April 2018)
- Continued planning for IL TRIO Alumni Engagement and



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COE/IL TRIO Alumni Reception & STEM Fair events (ongoing)

- Work with Scholarship Chair on Student Scholarship to be distributed at Student Leadership Conference (July 2018).
- Work with Legislation & Education; Members-at-Large; & Special Concerns & Affiliations Committee Chairs to secure a vendor's table at 2018 Illinois State Fair (August 2018).

Respectfully submitted,

Nayshon T. Mosley, Ed.D.

Nayshon T. Mosley, Ed.D.



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Illinois TRIO Board Meeting

Friday, February 9, 2017 | Location: Joliet Junior College

Committee Name: Membership and Credentials

Chair(s): Laura Dayton

Committee Members: Carolyn Basley

Goals, Objectives and Presidential Charges Addressed:

1. Contact monthly those with expired and upcoming memberships to encourage renewals.
2. Develop and recommend to the president by June 1, 2018 explicit membership benefits.
3. Develop or review and recommend to the president by June 1, 2018 a standard set of strategies/toolkit for increasing membership which can be used each year.
4. Begin reaching out to non-TRIO personnel to join the Chapter.
5. Review the current membership arrangements with EOA and recommend to the president by July 1, 2018 the pros and cons of maintaining Chapter membership with the region.
6. Develop or participate in a session for new members during the annual conference.
7. Other charges as assigned by the president or Council.

Description of Activity since Last Report: First membership and credentials meeting was held on January 19, 2018 in Kansas City, MO.

- Two Webinars in February for Advocacy (In collaboration with Legislation & Education and Professional Development committees). Tentative dates are the Week of February 19th - Wednesday 21st, 2018 at 10am or 2pm and the Week of February 26th - Wednesday 28th, 2018 at 10am or 2pm.
- Offering an expansion of services to the membership such as a Resource Development Repository (an interactive tool that will require EOA membership), webinars, newsletter outreach campaigns, membership memorabilia for enrollment (appreciation), member, program and campus recognition of fostering College Access Success and Completion, networking events across the region, and communities of practice within EOA.



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- Updating EOA/State brochures to reflect the benefits of membership.

Currently, we have Active Professional (103), Institutional member (11), Associate member (1), Honorary Active Professional (6), Honorary Member (3), and Participant member (5).

Successes: Spoke with Committee member Carolyn Basley. We will put together an outreach plan to connect monthly with members who have expired memberships and new program staff.

Challenges: N/A

Costs: N/A

Plans for follow-up:

Respectfully submitted,
Laura Dayton



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Illinois TRIO Board Meeting

Friday, February 9, 2017 | Location: Joliet Junior College

Committee Name: Research and Evaluation

Chair(s): Denise Jones

Committee Members:

Melanie Olivera-Jones, Christin Wittman, James Alford

Goals, Objectives and Presidential Charges Addressed:

1. Develop evaluation instruments for annual conference, ELI experiences, and National TRIO Day events.
2. Develop and implement an evaluation of the effectiveness of the ELI initiative and make recommendations to the president by August 1, 2018 regarding the status of the program.
3. Act as a resource for other committees as needed.
4. Develop and recommend by July 1, 2018 a strategy for collecting APR data from state programs to be used in Fact Book.

Other charges as assigned by the president or Council.

Description of Activity since Last Report:

The committee has been doing its due diligence to confirm a survey/evaluation platform to use to best fit the association's needs. After mock drafts, our initially platform PollEverywhere has presented some challenges. We are going to propose for the National TRIO Days to do a two sided survey. We will use the PollEverywhere on the actual days, then follow up with a survey link through google.

Successes:

We have identified a variety of platforms that may be useful.

Challenges:

We have been presented some challenges with usage and effectiveness of what we want to accomplish.

Costs: None at the moment.

Plans for follow-up: Get feedback regarding our plan for TRIO DAYs then adjust accordingly.

Respectfully submitted,

Denise Jones



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Illinois TRiO Board Meeting

Friday, February 9, 2017 | Location: Joliet Junior College

Committee Name: Special Concerns and Affiliations

Chair(s): Carolyn Basley

Committee Members: Jameta Rogers & Savannah Mussington

Goals, Objectives and Presidential Charges Addressed:

- To receive committee charge from President Mosley
- Connect with outside College Access programs to support and provide resources for Illinois TRiO programs
- Research membership options for Illinois CAN(College Access Network)
- Work with the Membership Chair to aid in increasing chapter membership

Description of Activity since Last Report: N/A

Successes:

- Able to partner with the Illinois Student Assistance Commission (ISAC) to provide a workshop at TRiO Day North
- Submitted budget for Special Concerns and Affiliations to include membership for Illinois CAN
- Worked with the Membership Chair to come up with strategies to get non members active

Challenges:

- N/A

Costs:

- \$150 for Illinois Can Membership. The budget submitted, awaiting approval

Plans for follow-up:

- Continue to work to build partnerships and work towards meeting objectives set forth through the President's charge.
- Attend quarterly Illinois CAN Meeting March 7th
- Implement strategies to increase membership

Respectfully submitted, Carolyn Basley



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Illinois TRIO Board Meeting

Friday, February 9, 2018 | Location: Joliet Junior College

Committee Name: Legislation and Education

Chair(s): DeAndre R. Butler, Risa Lopez

Committee Members: Misty Williams, Elizabeth Logan, Christine Brown, Ray Grant, Anthony Sago

Goals, Objectives and Presidential Charges Addressed: Coordinate with COE to organize Policy Seminar visits. Work w/EOA's Legislation & Education Committee. Develop and implement at least one legislative events such as a "Town Hall Meeting" or reception throughout the state. Arrange legislators' presence at the annual conference. Assist Editorials and Publications with creating fact book/directory designed to be informational for TRIO professionals and legislators. Other charges as assigned by the president or Council.

Description of Activity since Last Report: Registered for Policy Seminar and contacted all 20 listed legislators through email to schedule meeting times for March 14nd on Capitol Hill.

Successes:

- There has been representation from the committee on all Policy Seminar conference calls.
- Emailed all 20 Illinois Legislators and received nine replies with three committed appointments.
 - 9:30a.m.- Daniel Lipinski
 - 11a.m.- Peter Roskam
 - 3p.m.- Robin Kelly
- We have 14 individuals from Illinois currently registered for Policy Seminar.
 - (IL-1) Nayshon T. Mosley, Chicago State University
 - (IL-3) Misty Williams, Moraine Valley College
 - (IL-5) Aaron Cortes, Northeastern Illinois University
 - (IL-7) Roy Saldana Jr., Loyola University Chicago
 - (IL-11) DeAndre Butler, Joliet Junior College
 - (IL-12) Venise David Scott, Association for Education Excellence
 - (IL-12) Laura Dayton, Association for Education Excellence
 - (IL-13) Dominic Cobb, University of Illinois at Urbana-Champaign
 - (IL-14) Robert Cook, Waubensee Community College
 - (IL-15) Lolita Mack, Southeastern Illinois University
 - (IL-16) Shatoya Black, Rock Valley College



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(IL-17) Laura Bush, Knox College
(IL-17) Risa Lopez, Knox College
(IL-17) Autumn Scott, Carl Sandburg College

Districts represented: 1, 3, 5, 7, 11, 12, 13, 14, 15, 16, 17
Districts not represented: 2, 4, 6, 8, 9, 10, 18

Challenges:

- Seven of the nine responses have indicated that the legislators will not be available to meet personally.

Costs:

- None to date.
- Question for the Board: Is there funding (and interest) for the printing of an Illinois fact book?

Plans for follow-up:

- Continue efforts to schedule all legislators.
- If we do not pursue an Illinois fact book, potentially determine a timeline/approval process for one-page program highlights from constituent programs.

Respectfully submitted by,

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Illinois TRIO Board Meeting

February 8, 2018

Committee Name: Scholarship

Chair(s): Rhetta Seymour

Committee Members: Jon Crider, Sharon Sanders-Funnye, Stacey Saunders, Lisa Pickens, Brittany Stokes, Anthony Sago, Kim Greene, Sydnie Monegan, Ray Grant, Elizabeth Logan.

Goals, Objectives and Presidential Charges Addressed: N/A

Description of Activity Since Last Report: Received EOA notice to release scholarships on February 12, 2018. Students can apply using applications on EOA website.

Successes: N/A

Challenges: N/A

Costs: N/A

Plans for follow-up: Review scholarships after March 31 deadline.

Respectfully submitted,

Rhetta Seymour

2/8/18



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Illinois TRIO Board Meeting

Friday, February 9, 2018 | Location: Joliet Junior College

Committee Name: Professional Development Conference

Chair(s): Collage Warner & Kathleen Dillon

Committee Members: Elizabeth Harris, Nayshon Mosley, Melanie Olivera-Jones, Misty Williams, Christine Brown, Denise Jones

Goals, Objectives and Presidential Charges Addressed:

- **Event Brite Registration Link** (process begun)
- **Flyer/JPG w/Conference Registration Information for email** (to do)
- **Budget** (DONE)
- Meal Planning w/Radisson & Mallory Brown (to do)
- Arranging special accommodations, a comped stay, and welcome baskets for guest speakers (to do)
- Creating schedule (to do)
- Contacting State Rep. Kelly Cassidy to speak (Kathleen)
- Contacting EOA President Andrew Cseter (confirm how long he will stay) (to do)
- Call for Proposals (to do)
- Review of Proposals (to do)

Description of Activity since Last Report:

This is our first report!

Successes: We completed our budget, accounting for changes we would like to make to the conference & messaged our committee with tasks completed and asked for help in completing future tasks. We have ideas to improve the conference and have begun outreach to guest speakers.

Challenges: Our main challenge has been, as Co-Chairs balancing starting the planning process and our work responsibilities. Another challenge, now resolved, was realizing we didn't need to reinvent the wheel and could reach out to the committee for assistance.

Costs: None so far, though, again, we have completed our budget.



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Plans for follow-up:

We will follow up with our committee members to ensure they fill out the Doodle Poll so that we may select the time for our next conference call and follow up on conference 'to do' list assignments. We also plan to follow up with Ms. Jones, who has yet to reply to our invitation to come speak.

Respectfully submitted,

Kathleen Dillon & Collage Warner



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Illinois TRIO Board Meeting

Friday, February 9, 2017 | Location: Joliet Junior College

Committee Name: Finance Committee

Chair(s): Mattie Y. Payne-Mallory

Committee Members: Mattie Y. Payne-Mallory, Lolita Mack, Misty Williams, Deon Brown, Nayshon Mosley, Laura Dayton and Aaron Cortez

Goals, Objectives and Presidential Charges Addressed:

Responsible for monitoring all fiscal matters pertinent to the Association and shall prepare on an annual basis an operating budget.

- Monitor the budget.
- Meet prior to each Council meeting.
- Revise/update/develop Fiscal Policy & Procedure.
- Collaborate with the Treasurer to ensure financial solvency of the Association.
- Other charges as assigned by the president or Council.

Description of Activity since Last Report:

The committee meet on 12/8/17 and discussed the following items:

The finance committee met to transition the signature for the president, president elect, treasurer and past president for both First Merchant, and Chase Bank. We also fixed an online banking issues we were having with First Merchants.

Successes: Banking information was transferred and all appropriate signature information acquired. Budget established and approved. Our first finance meeting was completed successfully and new processes established to increase transparency are still being followed and reviewed.

A cancelation and refund policy was establish for the TRIO day event.

Challenges: Access to the First Merchant account.

Costs: 0

Plans for follow-up: Draft a cancelation and refund policy for the professional conference and student leadership conferences.

Respectfully submitted,

Mattie Y. Payne-Mallory



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Illinois TRIO Board Meeting

Friday, February 9, 2017 | Location: Joliet Junior College

Committee Name: Technology

Chair(s): Shanicka Burdine

Committee Members: Brittany Stokes

Goals, Objectives and Presidential Charges Addressed:

Our committee is responsible for receiving, formatting, and disseminating information for the website.

1. Develop and recommend to the president by July 1, strategies for improving processes using technology
2. Continue updating and maintaining the website.
3. Work to provide a webinar and data from conferences are accessible on the website.
4. Work with the EOA Tech. Committee.
5. Other charges as assigned by the President or Council.

Description of Activity since Last Report:

The website has been updated to reflect the changes in leadership and upcoming events for the Illinois TRIO Association. The events may be wide scale for all TRIO Programs, EOA, or Illinois TRIO.

Successes: All updates that have been requested by the President and Council have been completed.

Challenges: The website's social media feed link capability has become obsolete through Wix. Therefore, we are unable to have this capability.

Costs: \$0.00

Plans for follow-up: I will work with the President and Wix to find out if I am able to place the Facebook and Twitter feeds separately on the website.

Respectfully submitted,

Shanicka Burdine



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Illinois TRIO Board Meeting

Friday, February 9, 2017 | Location: Joliet Junior College

Committee Name: Council Fair Share

Chair(s): Laura Dayton

Committee Members: Angela Pitts

Goals, Objectives and Presidential Charges Addressed:

1. Work to meet COE Fair Share Goal via institutional memberships.
2. Work collaboratively with EOA's Fair Share Committee.
3. Provide a status report to president and Council at each meeting.
4. Other charges as assigned by the president or Council.

Description of Activity since Last Report: Angela Pitts and/or Laura Dayton participated in 3 Fair share calls. Email was sent to leadership and committee members on December 14, 2017.

- December 6, 2017 – COE Phone-a-thon request
- January 10, 2018 – We were asked to participate in a 2nd phone-a thon for the month of January. We reached out to previous members before 2017, expired memberships in 2017, and memberships that will expire (January 1st – June 30th). Members that pay before February 15th will get a \$300 discount. Every state should meet their goal by 2/15/18.
- January 18, 2018 – Fair Share training call. Went over Fair Share basics and answered any questions concerning calls made to membership. Sent everyone a Fair Share manual

***As of the submission date of this report COE updates have not been released on our state and regional goals.**

Successes: Calls were made to every Director on the phone-a-thon list. Two Illinois Trio Leaders stepped up and pledged \$100 for the 10 for 10 campaign in response to the email sent on 12/14/17. Shatoya Black has been registered for Policy Seminar with the free registration we earned last year.

Challenges: NIU and Ada S. McKinley had incorrect invoices. Al Phillips immediately sent those invoices to both Directors. Misconception by some Directors from their University that Trio dollars cannot be used to pay for Institutional Memberships and funding issues were the main reasons for not



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renewing or becoming a member.

Costs: N/A

Plans for follow-up: For the next 2 weeks calls will be made to Directors as it pertains to Institutional memberships and emails will be sent out to the membership for the 10 for 10 campaign.

Respectfully submitted,

Laura Dayton



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Illinois TRIO Board Meeting

Friday, February 9, 2018 | Location: Joliet Junior College

Committee Name: TRIO Day North

Chair(s): DeAndre R. Butler

Committee Members: Tonetta Jones, Mercedes Terrazas, LeRoy Peters, Kandis Wright, Joshua Edmon, Lynn Douglass-McGee, Abbie Saltzman, Denise Ward, Shatoya Black, Anthony Sago, Carolyn Basley, Elizabeth Logan, Lisa Pickens, Kristie Nieman, Jason Thomas

Goals, Objectives and Presidential Charges Addressed: For all programs in Illinois to attend one of the TRIO Day conferences (North or South).

Description of Activity since Last Report: Registration is open, call for workshop proposals are out, t-shirt designs are finalized and keynote speaker nominations has been submitted. All are under review for selection.

Successes:

- Submitted committee budget by January 12th deadline to Treasurer, Lolita Mack
- The registration goal is 400 @ \$38 per person bringing in \$15,200
 - As of 2/1/2018 there are 242 people registered for TRIO Day North.
- The invite to the JJC Campus community and others was sent out via on January 10th. Email communication will take place twice a week moving forward. The goal is 18 presentation sessions.
 - Four proposals have been submitted.
- The invite to all TRIO Professionals was sent via email on January 19th and January 31, 2018.
 - Three proposals have been submitted.
- There were four keynote speaker recommendations. The subcommittee is meeting to make final selection on Friday, February 2, 2018.

Challenges: The committee was really in high hopes of having a celebration piece in place of the second session with a surprise show from the Jesse White Tumblers organization, some minute to win it activities and some other cools things. Pending negotiations, we may have to run two sessions instead of one.

Costs: Projected Expenditures: \$11,173.52



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Plans for follow-up:

Continue to make phone calls or in-person visits for individuals to present. A call for more outside organizations to present. Deadline has been extended to Monday, Feb. 5th with a possible deadline of Feb. 9th or 12th. Letter from Director of TRIO programs to JJC Directors for more college representation. Email with number of sessions-bring transparency that the call for proposals is low. FB and LinkedIn marketing for call proposals.

Respectfully submitted,

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Director of Project Achieve-TRIO Programs
TRIO Day North 2018 Chair
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Illinois TRiO Board Meeting Friday, February 9, 2017 | Location: Joliet Junior College

Committee Name: TRiO Day South

Chair(s): Renada Greer, Rhetta Seymour and Antyne Lester

Committee Members: Victoria Taylor, Stacy Saunders and Markida Roper

Goals, Objectives and Presidential Charges Addressed:

Provide educational, informative and engaging conference experience for attendees.

Description of Activity since Last Report:

- Submitted Budget
- Welcome letters sent to all programs and institutions that participated last year.
- Confirmed Speaker
- Call-for-proposals released

Successes:

Programs have begun to register for the conference.

Challenges:

Costs:

Budget submitted.

Plans for follow-up:

Check registration each day and follow-up with programs and institutions via email and phone.

Respectfully submitted,

Renada Greer, Co-Chair



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Illinois TRIO Board Meeting

Friday, February 9, 2017 | Location: Joliet Junior College

Committee Name: Illinois TRIO Alumni Society

Chair(s): Shatoya Black and Anita Rosso

Committee Members:

Maggie L Burkhead, Shanicka Burdine, Laura Dayton,
Arnitria Shaw, Lakeitta Harris, James Alford

Goals, Objectives and Presidential Charges Addressed:

Develop a Process to locate TRIO Alums from Illinois TRIO programs.

Description of Activity since Last Report:

- This committee co-hosted successful EOA Alumni and New Comer Reception November 12, 2017 at the EOA Professional Conference in Schaumburg, Illinois. Approximately 100+ attended.
- For the past two weeks, A. Rosso has received communications from the regional committee. An online meeting was held on Wednesday, January 24, regarding EOA Alumni committee charges and initiatives along with an announcement that they are waiting for Ohio and Minnesota to provide one to two members to this committee. They also requested if IL may provide another member. This will only take place if OH and MN do not respond. Shanicka Burdine has indicated her interest.
- Dr. Nicole Norfles called a meeting on January 25, 2018 of Chicago area directors and other interested parties to discuss plans for the October 2018 Alum Reception and STEM Fair. The date for the alum reception has been scheduled for October 18, 2018 to take place at the University of Chicago. All Illinois TRIO programs will be contacted to assist in identifying and registering on the COE alum site: www.trioalumni.org 5 to 20 alums (depending on distance from Chicago, active alum groups and overall interest). The desired goal for this reception is set at 515. Fernando Cardenas has returned to COE and he can be contacted for more information regarding the registration of alums at the national level: fernando.cardenas@coenet.org / (202) 347-7430
- The STEM fair date is October 20, 2018 but the location has yet to be determined.
- Shatoya Black has submitted to the IL TRIO E-board and Treasurer a budget that describes the following intentions: 1) write for the Spraggins Grant for matching funds to support alum events. 2) Determine events to engage alums

Successes:

- Continued progress in collecting names and contact information of alums.
- Improved structured working relations with EOA and IL TRIO chapter.
- Early identification of funding for IL TRIO events



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Challenges:

- Only until recently has communication taken place between EOA and IL TRIO Alumni Society. The invitation for alums to register with the National Alumni Organization had been posted through social media (Facebook). This committee was not notified.

Costs: None at the moment

Plans for follow-up:

- Continue collecting alum data
- Formalize IL TRIO events
- Identify activities and events to engage IL TRIO alums

Respectfully submitted,
Anita Rosso



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Illinois TRIO Board Meeting

Friday, February 9, 2017 | Location: Joliet Junior College

Committee Name: Emerging Leaders Institute

Chair(s): Laura Dayton

Committee Members: Denise Jones, Mattie Payne Mallory, Jameta Rogers, Nayshon Mosley

Goals, Objectives and Presidential Charges Addressed: Leadership training within the IL Chapter of EOA

Description of Activity since Last Report: There has not been any current activity with my committee members. I have been observing the current ELI process at the last two EOA board meetings as well as discussing the process with our current ELI Shatoya Black. I am reviewing the ELI curriculum and calendar that was sent by the current ELI trainers.

Successes: Stay tuned!

Challenges: N/A

Costs: N/A

Plans for follow-up: Set up a meeting with committee members to discuss our ELI process timeline and revamp our application.

Respectfully submitted,

Laura Dayton



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