



# ILLINOIS TRIO

A state chapter of the Educational Opportunity Association  
(EOA)

## Officers:

Laura Dayton  
President  
Educational Talent Search  
Association for Education Excellence  
Phone: (618) 875-8671

DeAndre Butler  
President-Elect  
Educational Talent Search/Student  
Support Services  
Joliet Junior College  
Phone: (815) 280-2303

Dr. Nayshon T. Mosley  
Immediate Past-President  
Educational Opportunity Center  
Chicago State University  
Phone: (773) 995-5212

Risa Lopez  
Treasurer  
Student Support Services/Interim  
McNair Scholars Program  
Knox College  
Phone: (309) 351-0872

Denise Jones  
Secretary  
Student Support Services  
Triton College  
Phone: (708) 456-0300, Ext. 3484

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Student Support Services  
Prairie State College  
Phone: (708) 709-7933

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Eastern Illinois University  
(217) 581-7949

Member-at-Large (South)  
Kenya Frye  
Educational Talent Search  
Association for Education Excellence  
(618) 875-8671

Parliamentarian  
Misty Williams  
Moraine Valley Community College  
(708) 608-4141

## Illinois TRIO

### April Board/ General Assembly Meeting

Wednesday, April 17, 2019 | Location: Bloomington-Normal  
Annual Conference Meeting

### 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** (Laura Dayton)  
*(Motion to receive President's Report)*
6. **Treasurer's Report** (Risa Lopez)  
*(Motion to receive Treasurer's Report for Audit)*
7. **Standing Committee Reports**
  - a) Membership and Credentials (DeAndre Butler)
  - b) Research and Evaluation (Dr. Nayshon Mosley)
  - c) Special Concerns and Affiliations (T. Katrina Millender)
  - d) Legislation and Education (Risa Lopez & DeAndre Butler)
  - e) Scholarships (Rhetta Seymour)
  - f) Editorials and Publications (Denise Jones)
  - g) Professional Development (Professional/Student Conference) (Carolyn Basley & Kathleen Dillion/ Renada Greer & Rhetta Seymour)
  - h) Finance (Lolita Mack)
  - i) Nominations and Elections (Dr. Nayshon Mosley)  
*(Motion to approve Revised Proposed 2019-2020 Nominations & Elections Procedures and Guidelines)*
  - j) Technology (Shanicka Burdine)
8. **Special Standing Committee Reports**
  - a) Council Fair Share (Denise Jones and Angela Pitts)
  - b) National TRIO Days  
(Denise Jones & Melanie Olivera-Jones /Tamekia Bailey & Brittany Stokes)
  - c) Policies, Procedures and Practices (Misty Williams & Dr. Nayshon Mosley)
  - d) Educational Foundation (Jamal Hawkins)
9. **Ad Hoc Committees**
  - a) Alumni Relations (Mercedes Terrazas)
  - b) Emerging Leaders Institute (DeAndre Butler/ Shanicka Burdine)
  - c) Financial Investigation (Aaron Cortes)- UPDATES AS NEEDED
10. **Old Business**
11. **New Business**
12. **Announcements**
13. **Adjournment**

**ILLINOIS TRIO BOARD MEETING**  
**November General Board Meeting**  
**EOA Professional Conference Milwaukee, WI**  
**MINUTES**  
**February 8, 2019**

---

**Date of last minutes January 16th, 2019**

**1. Call to Order**

**President: Laura Day called the meeting to order at 12:37pm**

**2. Roll Call**

President Laura Dayton – **Present**  
Past-President Nayshon Mosley – **Present**  
President-Elect DeAndre Butler- **Present**  
Treasurer Risa Lopez- **Present**  
Secretary Denise Jones- **Present**  
**Members at large**  
Kenya Frye – **Absent**  
Maggie Burkhead- **Present**  
Jameta Rogers- **Present**

**Quorum was Present**

**3. Approval of Agenda**

*MOTION 1: A motion was moved by) Deandre Butler and seconded by Nayshon Mosley to approve the agenda.  
Motion carried.*

**4. Approval of Previous Minutes- Meeting**

*MOTION 2: A motion was moved by Risa Lopez and seconded by Dr. Nayshon Mosley to approve the previous minutes. Motion carried.*

**5. President's Report**

President Dayton's Report is attached: No Additional Updates.  
McNair conference is being reviewed for possible restructure. The conference will not occur this year.

**Receival of President's Report**

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

**6. Treasurer's Report**

*Treasurer Lopez- Report is attached. No Additional Updates.*

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*TRIO Day Central Chair asked about the totaled expected revenue was different from what they have for their budget. The Treasurer stated the numbers maybe slightly different due to the refund for one of the programs.*

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

*MOTION 4: A motion was moved by Jameta Rogers and seconded by Nayshon Mosley to receive the treasurer's report pending audit.*

7.

**a. Membership (DeAndre Butler)**

Report Attached- No additional updates.

**b. Research and Evaluation (Nayshon Mosley)**

Report Description- Report Attached- No additional updates. SSS APR deadline is March 8<sup>th</sup>, 2019.

**c. Special Concerns and Affiliations (Katrina Millender)**

Report Attached- Was asked if we can share our Call for Proposals with the EOP's that has been identified.

**d. Legislation and Education (Risa Lopez & Mychael Vanarsdale ???)**

Report Attached- Elizabeth Harris from Malcolm X College District 7.

**e. Scholarships (Rhetta Seymour)**

Report Attached: No additional updates.

**f. Public Relations and Communications (Denise Jones)**

Report Attached: No additional updates.

**g. Professional Development**

**1. Conference Administration ( )**

**2. Professional Conference (Kathleen Dillon and Caroyne Basley)**

Report Attached- Call for Proposals will hopefully go live on Monday Feb, 11, 2019

**3. Student Leadership Conference (Renada Greer)**

No Report-

**h. Finance (Lolita L. Mack)-**

Report Description- Report Attached.

**i. Nominations and Elections (Nayshon Mosley)**

Report Attached.

*MOTION 5: A motion was moved by Nayshon Mosley and seconded by Jameta Rogers to motion to approve the Proposed 2019-2020 Nominations & Elections Timeline as presented.*

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*MOTION 6: A motion was moved by Nayshon Mosley and seconded by DeAndre Butler to motion to approve the Proposed 2019-2020 Nominations & Elections Procedures and Guidelines as presented.*

**j. Technology (Shanicka Burdine)-**

Report Attached- Lolita addressed the personal account and n

**8. Special Standing Committee Reports**

**a. Academic Development and Standards (Committee Chair)**

Report Description- No report.- INACTIVE COMMITTEE

**b. Council Fair Share (Denise Jones)**

Report Description- Report Attached- We had 5 more board members to commit to the 10 for 10 campaign.

**c. National TRIO Days Central- Tameika Bailey and Brittany Stokes**

Report Attached- Workshops have been a challenge and accommodating the increase in participation from programs.

**National TRIO Days Day- Denise Jones and Melanie Olivera-Jones**

Report Attached- Media Advisory is going to be sent out next week to various media outlets.

**d. Policies, Procedures and Practices (Misty Williams and Nayshon Mosley)**

Report Attached-

**e. Educational Foundation (Committee Chair)**

Report Description- No Report. INACTIVE COMMITTEE

**9. Ad Hoc Committees**

**a. Alumni Relations (Anita Rosso)**

Report Description- Report Attached- Additional Updates: Money will be coming back to IL TRIO in the following amounts:

EOA- 250

EOAF- 250

COE- 200 or 250

**b. Emerging Leaders Institute (Laura Dayton)**

Report Description- Report Attached. No additional updates.

**c. Financial Investigation (Aaron Cortes)**

Report Description- Verbal Report. Investigation is on-going. The investigation is now in the hands of the States Attorney General Office.

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**Receival of All Committee Reports**

*MOTION 7: A motion was moved by Deandre Butler and seconded by Risa Lopez to receive all of the committee reports. Motion carried.*

**10. Old Business- None**

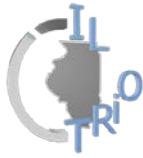
**11. New Business-**

**12. Announcements**

**13. Adjournment**

*MOTION 5: A motion was moved by Jameta Rogers and seconded by Carolyn Basey to adjourn the meeting. Motion carried.*

**Meeting adjourned at 1:56pm**



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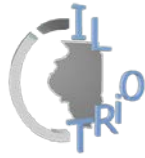
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Committee Name: **President's Report**

Chair(s): Laura Dayton

#### Description of Activity since Last Report:

- February 11, 2019 - Visited the TRIO programs at the main campus and the City Center Campus of Joliet Junior College.
- February 11, 2019 - Visited the TRIO programs at Moraine Valley Community College.
- February 12, 2019 - Presented at the NCAN (National College Access Network) winter meeting on TRIO. Was joined by President-Elect DeAndre Butler, Special Concerns and Affiliations Chair Katrina T. Millender, and Member-at-large North Jameta Rogers.
- February 12, 2019 - Podcasts recordings at 3 Seeds Mentoring Group with President-Elect Butler and Immediate Past President Dr. Mosley.
- February 13, 2019 - Food tasting at the Radisson with Professional Development Chair Carolyn Basley and Committee members Melissa Brooks and Erin Kinsey.
- February 14, 2019 - Conference Call for Proposals went live
- February 15, 2019 - Conference Registration went live
- February 23, 2019 - Attended TRIO Day Central. President-Elect Butler attended TRIO Day North.
- March 1, 2019 - Scholarship applications went live.
- March 6, 2019 - Sent email to Past President's Advisory Council to ask if they would like to participate in the selection process of the PPAC scholarship recipients.
- March 30, 2019 - Scholarship applications closed.
- March 13-14, 2019 - Attended Executive Leadership Institute webinars to view group presentations and vote on a winner to present at Policy.
- March 14, 2019 - Attended Fair Share Conference call with Fair Share chairs Denise Jones and Angela Pitts.
- March 14, 2019 - Attended Policy Seminar Webinar hosted by EOA Legislation and Education Chairs Adam Cinderich and Tricia Wilkinson with Legislation and Education Chair Risa Lopez.



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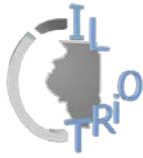
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- One of our “asks” - \$60 million increase in funding will primarily go towards SSS (possibly increase of 140 programs).
- 2020 Fiscal year we will see an increase with no increase in number of students to be served.
- March 19, 2019 - Submitted Fiscal Policies and Procedures Manual changes to Finance Chair Mack.
- March 20, 2019 - Attended Policy Seminar Team Leader Conference call hosted by COE VP for Public Policy and Communications Kimberly Jones with Legislation and Education Chair Risa Lopez.
- March 23-28, 2019 - Attended the Leadership Summit, Relations with the U.S. Department of Education and Policy Seminar in Washington D.C. with President-Elect Butler, ELI Shanicka Burdine, Immediate Past President Dr. Mosley, and Treasurer Lopez.
- April 4, 2019 - Visited the TRIO program at Southeastern Illinois College.
- April 8, 2019 - Sent email to membership about Student Leadership Call for Proposals and SSS Grant writing workshop opportunity in Indiana.

### Successes:

- TRIO Day Central and North exceeded their budgeted registration numbers. (Central 200 actual 265; North 425 actual 471).
- Nineteen IL TRIO Professionals attended Policy Seminar. EOA President Cortes assisted us with our visits on the hill along with COE Director, Program Practice and Innovation Nicole Norfles.
- Continued to have conference calls and email communications with my committee chairs and offered whatever support was needed for completion of their charges such as sending out reminder emails to the membership.
- Shawnee Community College put in a bid to host TRIO Day Central 2020
- At least 60 applications between the IL TRIO and EOA scholarships (some may have applied for multiple scholarships).
- Four Past Presidents wanted to assist in the selection process of the PPAC recipients. Karen Moore (2001-02); Dr. Pinckey Stewart (2009-10); Misty Williams (2016-17); and Dr. Nayshon Mosley (2017-18).
- Received an Outstanding STEM invoice of \$675.00.



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- Created an IL TRIO Youtube channel account.
- Social media updates and website postings.
- Chase Dual Control authorizations have been very efficient and a time saver.

### Challenges:

- Picking up the mail from the post office.
- Outstanding STEM event invoices from October 2018.
- Lack of committee members for the Educational Foundations Committee.
- Finding Board insurance and bonding.
- Changing Board meeting date from May 10, 2019 to May 13th or 24th due to meeting with Representative Maxine Waters.

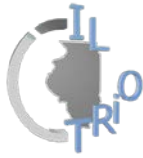
### Costs:

- TRIO Day gift card and congratulations card - \$60.26
- Leadership Summit Registration for President and President-Elect - \$200.00
- President's flight to Detroit Michigan to attend EOA Board meeting May 2-4, 2019 for - \$324.96
- President-Elect and ELI Flight to attend EOA Board Meeting May 2-4, 2019 - \$465.92
- Conference supplies Bluesodapromo - \$1,301.28

### Plans for follow-up:

- Continue to work with Jamal Hawkins on Fundraising and sponsorship ideas
- Attend the EOA Board meeting May 2-4 in Detroit, Michigan with President-Elect Butler and ELI Burdine
- Attend the Project Rise Student Recognition Ceremony at Heartland Community College on April 25, 2019.
- Parliamentary Procedure training within the next 30 days for President, President-Elect and Parliamentarian.
- Audit for tax exempt status.
- Chase Donation link





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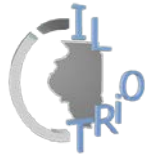
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Respectfully submitted, Laura Dayton



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*Location: Bloomington, IL Annual Conference*

### **Committee Name: Treasurer's Report**

**Chair(s): Risa Lopez**

#### **Goals, Objectives and Presidential Charges Addressed:**

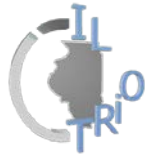
1. Represent the Executive Council and be responsible for the receipt and expenditure of funds in accordance with the directives established by the Executive Council.
2. Maintain appropriate and adequate financial records and shall be ready whenever required to give to Executive Council all monies and financial records. In addition, give the same to her successor upon termination of her term in office.
3. Submit duly audited annual financial report to the chapter at the annual meeting of the chapter.
4. Shall be under such bond as determined by the Executive Council
5. Serve as a member of the Finance Committee.

#### **Description of Activity since Last Report:**

1. TRIO Day North & Central: process remaining RFCs; send receipts for payments received from registrants; sent refund for Knox College cancellation of 6 students; sent reminder email to outstanding invoice; finalized and shared all registration and budget spreadsheets
2. Policy Seminar: processed RFCs related to ELI flight and Leadership Summit registration for President and President-Elect; used debit card for printing and preparation meeting expenses.
3. Professional Conference: prepared receipt and invoice templates for 2019; sent invoices and receipts for registrants; developed Registrant spreadsheet for information sharing with committee chairs, President, and President-Elect; conferred with committee chairs regarding attendance and purchases as needed; complete purchases via Amazon or vendors as needed; completed conference call with Co-Chair Dillon and Committee Member Shanay Wright regarding information sheets; developed receipt template for conference book ads.
4. Manage collection of EOA membership forms and payments to share with Membership Chair President-Elect Butler and President Dayton.
5. Student Leadership Conference: preparation of receipt and invoice templates for 2019; registration opened.
6. Updated and prepared budget reports for General Assembly meeting.
7. Further explored alternatives to Eventbrite, including RegFox and merchant services available through Chase Business account.
8. Received request from EOAF Chair Deon Brown regarding 2018 revenue for 501(c)(3) documentation.

#### **Successes:**

1. TRIO Day North & Central ended with revenue over expenses.
2. Expenses for Policy Seminar were lower than budgeted.
3. Dual verification online bill pay has been highly successful for processing reimbursements and payments, rather than mailing paper checks between treasurer, president, and payee.



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4. Potential alternatives to Eventbrite appear promising.

### **Challenges:**

1. Getting checks from PO Box continues to be challenging; causes delay in acknowledging payment; reimbursement for travel to PO Box will be added expense.
2. Substantial fees paid to Eventbrite reduce revenue for events.
3. Keeping up with receipts/invoices during the closing of TRIO Day events and opening of Professional Conference registration while Policy Seminar preparations were extensive.

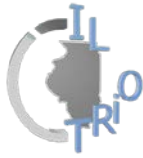
**Costs:** See below for Online Banking Transaction Summaries and Updated Budget with Expenses and Revenue for 12/01/2018 - 04/15/2019 for Chase and 12/01/2018 - 04/15/2019 for First Merchants.

### **Plans for follow-up:**

1. Update TRIO Day Central budget if Illinois State University makes additional contribution toward expenses.
2. Provide revenue information as requested by EOAF Chair Deon Brown
3. Process payment and receipts for Professional Conference registrants, as well RFCs for conference expenses.
4. Process receipts and invoices for Student Leadership Conference and make purchases as needed.
5. Develop proposal/recommendation to Eventbrite alternative for Finance Committee.

**Respectfully submitted**

**Risa Lopez**



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## Transaction Summary Chase Account

**Business Checking Beginning Balance \$21,182.37 (12/01/2018)**

**Income Deposited for the Period 12/01/2018 - 04/15/2019**

Date	Amount	From
02/11/2019	\$1,862.00	TRIO Day North Payment Project PROMISE
02/11/2019	\$950.00	TRIO Day Central Payment KCC
02/11/2019	\$855.00	TRIO Day Central Payment GJTF
02/11/2019	\$855.00	TRIO Day Central Payment GJTF
02/11/2019	\$380.00	TRIO Day Central Payment DACC
02/20/2019	\$532.00	TRIO Day North Payment Endeleo
02/25/2019	\$6,786.00	In-Branch Deposit (EOA rebates, RVC, ICC, IVCC, MVCC, MVCC, MX)
03/01/2019	\$5,631.15	TRIO Day Eventbrite Payment
03/01/2019	\$4,255.14	TRIO Day Eventbrite Payment
03/14/2019	\$3,660.00	TRIO Day North CSU
03/14/2019	\$152.00	TRIO Day North CSU
04/01/2019	\$1,672.00	TRIO Day North McHenry
04/01/2019	\$950.00	TRIO Day North NEIU
04/01/2019	\$760.00	TRIO Day North Triton
04/01/2019	\$675.00	IL TRIO & COE STEM Fair CLC
04/01/2019	\$660.00	Prof Conf Reg Triton
04/01/2019	\$660.00	Prof Conf Reg HCC
04/01/2019	\$380.00	Prof Conf Reg Project PROMISE
04/01/2019	\$330.00	Prof Conf Reg HCC
04/01/2019	\$125.00	Prof Conf Ad Heiberg
04/01/2019	\$125.00	Prof Conf Ad Compansol
04/01/2019	\$125.00	Prof Conf Ad EOAF

**Total Income for Period \$32,380.29**

**Disbursements for the Period 12/01/2018 - 04/15/2019**

Date	Amount	From
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# ILLINOIS TRIO

A state chapter of the Educational Opportunity Association  
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## Illinois TRIO

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Wednesday, April 17th, 2019

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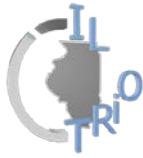
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01/15/2019	\$239.11	Potbelly's Lunch Transition Mtg
01/17/2019	\$102.00	USPS - PO Box annual fee
02/05/2019	\$319.70	MARQUEE EVENT GROUP TRIO Day North deposit tables
02/07/2019	\$73.45	AMZN Mktp - tablecloths for TRIO Day North
02/11/2019	\$4,667.56	Zee Group - Tshirts for TRIO Day North & Central
02/13/2019	\$384.00	SurveyMonkey annual subscription
02/19/2019	\$59.09	Snap, Inc - Snapchat filter for TRIO Day Central
02/19/2019	\$203.98	AMZN Mktp - presenter gift items for TRIO Day North
02/19/2019	\$337.50	MAKIN MEMORIES - Decorations for TRIO Day North
02/19/2019	\$397.20	MARQUEE EVENT GROUP TRIO Day North balance tables
02/20/2019	\$377.96	Southwest ELI Burdine flight to Policy
02/21/2019	\$60.26	CVS Pharmacy Card and \$50 Visa gift card for t-shirt design winner
02/22/2019	\$7,810.00	Clavios Catering (Breakfast and Lunch) TRIO Day North
02/25/2019	\$17.00	L. Mack Reimburse Transition Mtg Travel Expenses
02/25/2019	\$100.00	COE Leadership Summit - President Dayton
02/25/2019	\$100.00	COE Leadership Summit - President-Elect Butler
03/04/2019	\$200.00	J. McBounds TRIO Day Central speaker honorarium
03/06/2019	\$54.88	Reimburse S. Burdine - Travel for ELI training
03/11/2019	\$7.35	Postage Reimburse M. Olivera-Jones - Mailing checks
03/11/2019	\$22.34	TRIO Day North Reimburse N. LaCognata - Presenter Gifts
03/11/2019	\$37.90	TRIO Day North Reimburse C. Castro - Presenter Gifts
03/11/2019	\$123.12	Shanicka Burdine EOA Board Mtg Reimburse Travel
03/11/2019	\$137.76	Carolyn Basley Prof Conf Site Visit Reimburse Travel
03/11/2019	\$500.00	TRIO Day North Proviso West HS Band - Entertainment
03/11/2019	\$500.00	TRIO Day North Proviso East HS Band - Entertainment
03/11/2019	\$903.60	TRIO Day North Printing - Triton College
03/18/2019	\$232.44	EOA Board Meeting Hotel MAEOPP/EOA 03/18
03/25/2019	\$152.00	ALLEGRA PRINTING - Factbook/factsheet Policy Seminar
03/26/2019	\$168.00	WIX.COM - Annual website fee
03/27/2019	\$26.50	FEDEXOFFICE Hill visit schedules printing Policy Seminar



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03/27/2019	\$234.29	HYATT REGENCY
		Appetizers/sodas for Hill Visit Prep Mtg
04/01/2019	\$14.95	WIX.com - Domain fee
04/03/2019	\$1,301.28	OVERTURE PROMOTIONS Prof Conf Bags
04/08/2019	\$182.40	80% Refund Knox College TRIO Day Central
04/08/2019	\$232.96	Southwest ELI Burdine flight to EOA Board Mtg
04/08/2019	\$232.96	Southwest President-Elect Butler flight to EOA Board Mtg
04/08/2019	\$324.96	Southwest President Dayton flight to EOA Board Mtg
04/15/2019	\$168.02	Sign Art - Prof Conference decorations
04/15/2019	\$51.02	Amazon - Prof Conference name tag supplies
04/15/2019	\$80.66	ELI Reimburse S. Burdine Policy Seminar travel
04/15/2019	\$25.50	TRIO Day Central - Reimburse B. Stokes postage

**Total Disbursements for Period \$21,163.70**

**Business Checking Ending Balance \$ (04/15/2019) \$32,398.96**

**Business Savings Beginning Balance \$12,176.09 (12/01/2018)**

Date	Amount	From
12/31/2018	\$0.10	Interest Payment
01/31/2019	\$0.10	Interest Payment
02/28/2019	\$0.09	Interest Payment
03/29/2019	\$0.10	Interest Payment

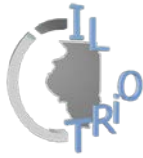
**Business Savings Ending Balance \$12,176.48 (04/15/2019)**

## Transaction Summary First Merchants Account

**Checking Beginning Balance \$11,545.24 (12/01/2018)**

**Credits for the Period 12/01/2018 - 03/29/2019**

Date	Amount	From
12/31/2018	\$0.49	Interest Earned
01/16/2019	\$1.00	Deposit - President Laura Dayton Donation
01/31/2019	\$0.49	Interest Earned
02/28/2019	\$0.44	Interest Earned



# ILLINOIS TRIO

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03/29/2019      \$0.49      Interest Earned

**Total Income for Period \$2.91**

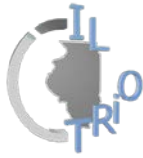
### Debits for the Period 12/01/2019 - 03/29/2019

Date	Amount	From
12/03/2018	\$5.00	Account Analysis Service Charge
12/31/2018	\$0.12	Federal Withholding
01/02/2018	\$5.00	Account Analysis Service Charge
01/31/2018	\$0.12	Federal Withholding
02/28/2018	\$0.11	Federal Withholding
03/29/2018	\$0.12	Federal Withholding

**Total Debits for Period \$10.47**

**Checking Ending Balance \$ 11,537.68 (03/29/2019)**





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## Illinois TRIO April Board Meeting/ General Assembly Meeting

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### Budget Expense/Revenue Summary

Category	Expenses	Revenue	Description
STEM Fair	\$0.00	\$675.00	College of Lake County
ELI	-\$54.88		ELI Training
ELI	-\$123.12		Board Mtg
ELI	-\$232.96		EOA Board Mtg
ELI - Policy	-\$377.96		COE Leadership Summit
ELI - Policy	-\$80.66		Policy Seminar travel
<b>ELI</b>	<b>-\$869.58</b>	<b>\$0.00</b>	
EOA Board Activities	-\$232.44		Jan Mtg
EOA Board Activities	-\$232.96		May Mtg
EOA Board Activities	-\$324.96		May Mtg
<b>EOA Board Activities</b>	<b>-\$790.36</b>	<b>\$0.00</b>	
EOA Board Rebates	\$0.00	\$2,568.00	EOA membership rebates
<b>EOA Board Rebates</b>	<b>\$0.00</b>	<b>\$2,568.00</b>	
IL Mtg & Board Act	-\$239.11		Jan Mtg Lunch
IL Mtg & Board Act	-\$17.00		Dec Mtg Expenses
<b>IL Mtg &amp; Board Act</b>	<b>-\$256.11</b>	<b>\$0.00</b>	
PO Box	-\$102.00		PO Box annual fee
<b>PO Box</b>	<b>-\$102.00</b>	<b>\$0.00</b>	
Policy Seminar	-\$100.00		Leadership Summit Dayton
Policy Seminar	-\$100.00		Leadership Summit Butler
<b>Category</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Description</b>
Policy Seminar	-\$152.00		Factbook/factsheet printing
Policy Seminar	-\$234.29		Hill visit prep mtg





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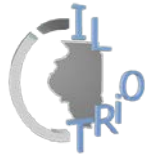
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Category	Expenses	Revenue	Description
Policy Seminar	-\$26.50		Hill visit schedules printing
<b>Policy Seminar</b>	<b>-\$612.79</b>	<b>\$0.00</b>	
Postage	-\$7.35		Mailing checks
<b>Postage</b>	<b>-\$7.35</b>	<b>\$0.00</b>	
Prof Conf	-\$137.76		Site Visit
Prof Conf	-\$1,301.28		Bags
Prof Conf	-\$168.02		Decorations
Prof Conf	-\$51.02		Name tags
Prof Conf		\$125.00	AD EOAF
Prof Conf		\$125.00	AD Compansol
Prof Conf		\$125.00	AD Heiberg
Prof Conf		\$380.00	Project PROMISE
Prof Conf		\$660.00	Highland CC
Prof Conf		\$330.00	Highland CC
Prof Conf		\$660.00	Triton
<b>Prof Conf</b>	<b>-\$1,658.08</b>	<b>\$2,405.00</b>	
Research & Eval	-\$384.00		SurveyMonkey
<b>Research &amp; Eval</b>	<b>-\$384.00</b>	<b>\$0.00</b>	
Technology	-\$168.00		Annual website fee
Technology	-\$14.95		Domain fee
<b>Technology</b>	<b>-\$182.95</b>	<b>\$0.00</b>	
<b>Category</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Description</b>
TRIO Day Central	-\$4,644.27		Food, printing, folders, facilities
TRIO Day Central	-\$1,793.16		Central portion tshirts
TRIO Day Central	-\$59.09		Snapchat filter
TRIO Day Central	-\$30.13		50% tshirt design winner prize
TRIO Day Central	-\$200.00		Speaker
TRIO Day Central	-\$182.40		Cancellation refund Knox



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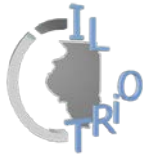
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TRIO Day Central	-\$25.50		Postage mailing postcards
TRIO Day Central	-\$945.22		Eventbrite fees
TRIO Day Central		\$152.00	Rock Valley
TRIO Day Central		\$76.00	SEIC
TRIO Day Central		\$114.00	HCC
TRIO Day Central		\$380.00	ISU
TRIO Day Central		\$532.00	NIU
TRIO Day Central		\$1,292.00	NIU
TRIO Day Central		\$456.00	IVCC
TRIO Day Central		\$380.00	DACC
TRIO Day Central		\$494.00	ICC
TRIO Day Central		\$76.00	SEIC
TRIO Day Central		\$456.00	Knox
TRIO Day Central		\$760.00	AEE
TRIO Day Central		\$646.00	ICC
TRIO Day Central		\$1,710.00	GJTF
TRIO Day Central		\$950.00	KCC
TRIO Day Central		\$380.00	SEIC
TRIO Day Central		\$1,444.00	UIUC
<b>TRIO Day Central</b>	<b>-\$7,879.77</b>	<b>\$10,298.00</b>	

<b>Category</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Description</b>
TRIO Day North	-\$319.70		Table & chair rental deposit
TRIO Day North	-\$73.45		Decorations
TRIO Day North	-\$2,874.41		North portion tshirts
TRIO Day North	-\$337.50		Decorations
TRIO Day North	-\$397.20		Table & chair rental balance
TRIO Day North	-\$203.98		Presenter gifts
TRIO Day North	-\$30.13		50% tshirt design winner prize
TRIO Day North	-\$7,810.00		Breakfast & lunch
TRIO Day North	-\$22.34		Presenter gifts
TRIO Day North	-\$37.90		Presenter gifts



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TRIO Day North	-\$500.00		Entertainment
TRIO Day North	-\$500.00		Entertainment
TRIO Day North	-\$903.60		Printing
TRIO Day North	-\$1,518.49		Eventbrite Fees
TRIO Day North		\$570.00	NEIU
TRIO Day North		\$380.00	NEIU
TRIO Day North		\$380.00	Endeleo
TRIO Day North		\$380.00	Waubonsee
TRIO Day North		\$494.00	St. Xavier
TRIO Day North		\$2,850.00	Near North
TRIO Day North		\$1,672.00	McHenry
TRIO Day North		\$950.00	Moraine Valley
TRIO Day North		\$1,064.00	Project PROMISE
TRIO Day North		\$798.00	Project PROMISE
TRIO Day North		\$570.00	Moraine Valley
TRIO Day North		\$950.00	JJC
TRIO Day North		\$760.00	Rock Valley
TRIO Day North		\$1,140.00	JJC
<b>Category</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Description</b>
TRIO Day North		\$760.00	Triton
TRIO Day North		\$38.00	CSU
TRIO Day North		\$190.00	CSU
TRIO Day North		\$760.00	CSU
TRIO Day North		\$1,710.00	CSU
TRIO Day North		\$836.00	Malcolm X
TRIO Day North		\$38.00	CSU
TRIO Day North		\$38.00	CSU
TRIO Day North		\$38.00	CSU
TRIO Day North		\$380.00	3 Seeds
TRIO Day North		\$152.00	Endeleo
<b>TRIO Day North</b>	<b>-\$15,528.70</b>	<b>\$17,898.00</b>	



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*Wednesday, April 17th, 2019*

*Location: Bloomington, IL Annual Conference*

**Officers:**  
**Laura Dayton**  
 President  
 Educational Talent Search  
 Association for Education Excellence  
 Phone: (618) 875-8671

**DeAndre Butler**  
 President-Elect  
 Educational Talent Search/Student  
 Support Services  
 Joliet Junior College  
 Phone: (815) 280-2303

**Dr. Nayshon T. Mosley**  
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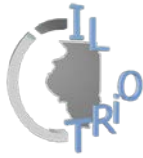
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 Moraine Valley Community College  
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## Budget with Expenses and Revenue as of 04/15/2019

Expense Summary	Expected Budget	Actual Budget	Variance
COE Annual Conference	\$0.00	\$0.00	\$0.00
COE Policy Seminar	\$2,000.00	\$612.79	\$1,387.21
Constitutional Concern	\$375.00	\$0.00	\$375.00
Editorials & Publication	\$0.00	\$0.00	\$0.00
Emerging Leaders Institute	\$1,500.00	\$869.58	\$630.42
EOA Board Activities	\$2,000.00	\$790.36	\$1,209.64
EOA Conference	\$900.00	\$0.00	\$900.00
Finance Committee	\$0.00	\$0.00	\$0.00
Financial Literacy Seminar	\$0.00	\$0.00	\$0.00
STEM Alumni	\$1,000.00	\$0.00	\$1,000.00
STEM Student	\$0.00	\$0.00	\$0.00
Illinois Mtg & Board Activity	\$1,800.00	\$256.11	\$1,543.89
Legislative/Ed Concerns	\$0.00	\$0.00	\$0.00
Membership & Credentials	\$0.00	\$0.00	\$0.00
Men of Color	\$0.00	\$0.00	\$0.00
Miscellaneous	\$2,500.00	\$0.00	\$2,500.00
Office Supplies	\$50.00	\$0.00	\$50.00
PO Box	\$150.00	\$102.00	\$48.00
Postage	\$100.00	\$7.35	\$92.65
Printing	\$100.00	\$0.00	\$100.00
Prof Develop Conference	\$25,430.00	\$1,658.08	\$23,771.92
Professional Fee	\$0.00	\$0.00	\$0.00
Recognition & Awards	\$295.00	\$0.00	\$295.00
Research & Evaluation	\$385.00	\$384.00	\$1.00
Scholarship	\$2,500.00	\$0.00	\$2,500.00
	Expected Budget	Actual Budget	Variance
Special Group Concerns	\$150.00	\$0.00	\$150.00



# ILLINOIS TRIO

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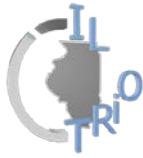
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Student Leader Conference	\$23,965.00	\$0.00	\$23,965.00
Technology	\$340.00	\$182.95	\$157.05
TRIO Day Central	\$5,700.00	\$7,879.77	-\$2,179.77
TRIO Day North	\$15,200.00	\$15,528.00	-\$328.00
TRIO Day South	\$0.00	\$0.00	\$0.00
Washington DC-College Tour	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$86,440.00</b>	<b>\$28,270.99</b>	<b>\$58,169.01</b>

Revenue Summary	Expected Revenue	Actual Revenue	Actual Expenses	Difference
Prof Develop Conference	\$30,400.00	\$2,405.00	\$1,658.08	\$746.92
St Leadership Conference	\$27,790.00	\$0.00	\$0.00	\$0.00
Wash DC - College Tour	\$0.00	\$0.00	\$0.00	\$0.00
EOA Board Rebates	\$4,500.00	\$2,568.00	\$0.00	\$2,568.00
Financial Literacy	\$0.00	\$0.00	\$0.00	\$0.00
TRIO Day Central	\$7,600.00	\$10,298.00	\$7,879.77	\$2,418.23
TRIO Day North	\$16,150.00	\$17,898.00	\$15,528.70	\$2,369.30
TRIO Day South	\$0.00	\$0.00	\$0.00	\$0.00
Men of Color	\$0.00	\$0.00	\$0.00	\$0.00
STEM Fair	\$0.00	\$675.00	\$0.00	\$675.00
Misc, reimburse/interest	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$86,440.00</b>	<b>\$33,844.00</b>	<b>\$25,066.55</b>	<b>\$8,777.45</b>



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### **Committee Name: Membership and Credentials**

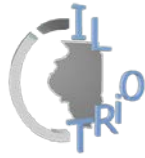
**Chair(s): DeAndre R. Butler**

### **Committee Members: Tamekia Bailey, Tahite Peck, T. Katrina Millender** **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.
- Create a New Member packet that highlights benefits of membership
  - #joinILTRIO membership drive
  - Compile a listing of Non-TRIO members for outreach
  - Review criteria for Honorary and Honorary Active Professional Memberships.  
Compile and present listing of both to EOA to be considered for Honorary Membership or Honorary Active Professional Membership status.

### **Description of Activity since Last Report:**

- Regular reviewal through club express to run reports pertaining to membership updates and changes.
- Personally called individuals whose memberships may have expired to make them aware and encourage them to renew their memberships for them and staff.
- Worked on Membership Interest Survey that was reviewed and edited by the committee and ready for submission to the IL TRIO President.
- Worked on creating voting cards and active membership lists for the April general session.
- Currently, we have 145 -Active Professional, 11-Institutional members, 6-Honorary Active, 3-Honorary members, and 1-Participant Member.



# ILLINOIS TRIO

*A state chapter of the Educational Opportunity Association  
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**Successes:** The personal call to expired members has been a great touch and a lot of members have been bundling with the Professional conference. Created a membership interest survey to be reviewed by the President.

**Challenges:** N/A

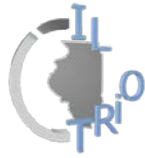
**Costs:** N/A

**Plans for follow-up:** On a monthly basis

**Respectfully submitted,**

**DeAndre R. Butler**





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### **Committee Name: Research and Evaluation**

**Chair(s): Dr. Nayshon Mosley**  
**Apprentice: Elizabeth Logan (resigned)**

**Committee Members: Shanicka Burdine, Denise Jones, Christin Wittman & Erin Kinsey**

### **Goals, Objectives and Presidential Charges Addressed:**

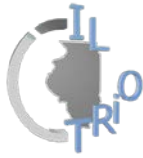
1. Develop evaluation instruments for annual conference, ELI experiences, and National TRIO Day events.
2. Develop and implement an evaluation of the effectiveness of the ELI initiative and make recommendations to the president by August 1, 2019 regarding the status of the program.
3. Act as a resource for other committees as needed.
4. Develop and recommend by July 1, 2019 a strategy for collecting APR data from state programs to be used in Fact Book.
5. Other charges as assigned by the President or Council.
  - Continuing the collection of APR data
  - Interest Survey for Non-Members

### **Description of Activity since Last Report:**

- Upgraded Survey Monkey account to use as evaluative instrument for all IL TRIO events.
- Solicited 2017-18 APR Data from all 147 programs. Received data from 40 programs (27% response rate). Finalizing report to be distributed at the Annual Professional Conference.
- Listed below is a summary of highlights and concerns, regarding National TRIO Day North: 122 people participated in the Overall TRIO Day North survey.
 

● High School	70.49% (86)
● College Student	18.3% (22)
● Chaperone	7.38% (9)
● TRIO Day Staff	4.10% (5)
● TOTAL	122





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- 69.42 % (84) of the participants was attending National TRIO Day for the first time. 30.58% (37) had attended a TRIO Day event before. Majority of the responses were from pre-college students.

### TRIO DAY NORTH EVALUATION

What did you like MOST about TRIO Day 2019?

- Workshops
- Keynote speaker, Ron Lewis.
- Lunch
- Battle of the bands
- Collaborate with other TRIO programs/network

What did you like LEAST about TRIO Day 2019?

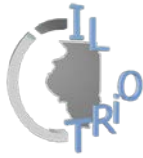
- Breakfast food
- Wait for food/long lunch lines
- More sessions/cancellation of workshop/presenters' on time
- Trying to find my workshop

In what ways could TRIO Day be improved?

- Food, vegan friendly food/More food choices/Hot breakfast.
- Different sessions about careers
- Participation in/Interactive workshops/Being able to go to more sessions/Hands on activities
- Shorter lines
- Keep Battle of the Bands
- Get to know the people from other programs

What did you learn from TRIO Day?

- The different types of jobs and attitude to approach things.
- About time and money management as well as how to build a resume.
- Work to help yourself
- There are many more TRIO programs in my area than I thought.
- Listed below is a summary of highlights and concerns, regarding National TRIO Day Central: 25 people participated in the Overall TRIO Day Central survey.



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- High School 20% (5)
- College Student 44% (11)
- Chaperone 4% (1)
- TRIO Day Staff 32% (8)
- TOTAL 25
- 64 % (16) of the participants was attending National TRIO Day Central for the first time. 36% (9) had attended a TRIO Day event before. Majority of the responses were from college students.

### **TRIO DAY CENTRAL EVALUATION**

What did you like MOST about TRIO Day 2019?

- Keynote speaker (very knowledgeable and very passionate)
- I enjoyed the energy presented by the hosts and the staff
- Variety show
- Workshops
- Speakers/Presenters/Hearing the testimonials of the students

What did you like LEAST about TRIO Day 2019?

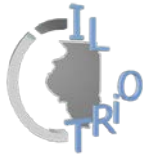
- The food/Not enough food for breakfast
- Walking to different buildings in the rain
- Individual sessions/Confusing splitting up into workshops
- Poor organization/Transitions

In what ways could TRIO Day be improved?

- The movement among the buildings
- Be on schedule
- Have enough food for everyone/food selection
- A little bit more organized on dismissing the different workshops/Sessions were too short
- I feel that TRIO was more for high school students. As a college student there wasn't much to learn from.
- More planning/Better time management
- Clear communication

### **Successes:**

- Collection of APR Data and was able to compile summaries for both TRIO Day events.



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### **Challenges:**

- Due to low response rate for APR data, President Dayton and I thought it best not to share the data during our Capitol Hill visits. We decided it would be best to share with the membership to discuss the importance of sharing such data when requested.
- Resignation of Apprentice (E. Logan) (personal reasons)

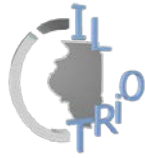
**Costs:** \$384 (Survey Monkey account upgrade)

### **Plans for follow-up:**

- Develop an interest survey for non-members and solicit electronic and verbal feedback.
- Compile survey responses from Professional Development Conference.
- Develop and implement an evaluation of the effectiveness of the ELI process.

**Respectfully submitted,**

**Nayshon T. Mosley**  
**Dr. Nayshon T. Mosley**



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## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

*Wednesday, April 17th, 2019*

*Location: Bloomington, IL Annual Conference*

**Committee Name: Special Concerns and Affiliations**

**Chair(s): T. Katrina Millender**

**Committee Member(s): Carolyn Basley, Dr. Nayshon Mosley, Jameta Rogers**

### **Goals, Objectives, and Presidential Charges Addressed:**

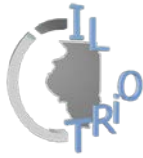
1. Collaborate with Membership Committee to reach out to, recruit, retain, and meet the needs of non-TRIO members.
2. The chair shall serve on the Membership Committee to ensure the representation and/or input of special groups in activities of the chapter.
3. Identify similar groups, Educational Opportunity Programs (EOP), to establish working relationships on issues of concern to the Chapter.
4. Work with Conference Committee to facilitate a workshop at the annual conferences
5. Other charges as assigned by the President or Council.
  - Review and update list given by President of IL EOP's
  - Create a letter of introduction to be mailed out to other EOP's
  - Looking to host other EOP's events on our website and to host our events on their websites

### **Description of Activity Since Last Report:**

1. Shared the EOP Directory with Special Concerns committee members  
Committee Chair attended an ICAN meeting in February 2019 along with Madam President Dayton, Mr. President-Elect Butler, and committee member, Jameta Rogers.
2. Sent out correspondence via physical mail and email to all EOPs listed in IL TRIO's EOP Directory. The correspondence included a description of TRIO programs, the IL TRIO organization, and an invitation to present at the 45th Annual IL TRIO Conference.
3. Madam President Dayton secured a commitment from College Board on behalf of the Special Concerns Committee. College Board will present at the 45th Annual IL TRIO Conference.

**Successes:** Reached out to 40 EOPs via email and physical mail. Retained a College Board presentation for 45th Annual IL TRIO Conference.

**Challenges:** Very few EOPs followed up after receipt of letter.



# ILLINOIS TRIO

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

## **Illinois TRIO**

### **April Board Meeting/ General Assembly Meeting**

*Wednesday, April 17th, 2019*

*Location: Bloomington, IL Annual Conference*

**Officers:**

**Laura Dayton**  
President  
Educational Talent Search  
Association for Education Excellence  
Phone: (618) 875-8671

**DeAndre Butler**  
President-Elect  
Educational Talent Search/Student  
Support Services  
Joliet Junior College  
Phone: (815) 280-2303

**Dr. Nayshon T. Mosley**  
Immediate Past-President  
Educational Opportunity Center  
Chicago State University  
Phone: (773) 995-5212

**Risa Lopez**  
Treasurer  
Student Support Services/Interim  
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Knox College  
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**Denise Jones**  
Secretary  
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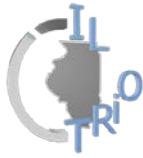
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**Misty Williams**  
Moraine Valley Community College  
(708) 608-4141

**Costs:** \$150 (ICAN Membership)

**Plans for follow-up:** Will follow-up with EOPs who have yet to respond.

Respectfully submitted,  
**T. Katrina Millender**  
T. Katrina Millender



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## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

*Wednesday, April 17th, 2019*

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**Committee Name: Legislation and Education**

**Chair(s):** Risa Lopez

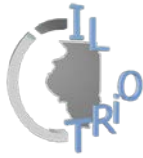
**Committee Members:** DeAndre Butler, Stephanie Woodard

### **Goals, Objectives and Presidential Charges Addressed**

1. Coordinate with COE to organize Policy Seminar visits.
2. Work w/EOA's Legislation & Education Committee.
3. Develop and implement at least one legislative events such as a "Town Hall Meeting" or reception throughout the state.
4. Arrange legislators' presence at the annual conference.
5. Assist Editorials and Publications with creating a fact book/directory designed to be informational for TRIO professionals and legislators.
6. Other charges as assigned by the President or Council.
  - Connect new Policy attendees with previous attendees for Policy Seminar discount
  - Update Fact book with monetary increases
  - Create a Fact Sheet/brochure/pamphlet that will be taken to the hill (new members of Congress can receive the Fact book from last year)

**Description of Activity since Last Report:** Participated in Policy Seminar Webinar hosted by EOA Legislation and Education Chairs Adam Cinderich and Tricia Wilkinson; participated in COE Conference Call regarding Policy Seminar; solicited DeAndre Butler as Illinois Team Leader to assist with scheduling of Hill appointments; email outreach to IL Policy attendees on expectations and suggestions; contacted and secured appointments with representatives for all Illinois federal legislators; updated Illinois TRIO factbook with 2018-19 funding and program numbers for IL Policy attendees and newly elected legislators; created one-page 2018-19 updated factsheet for returning legislators; facilitated senior TRIO student's creation of policy notes for Illinois legislator; creation of schedule for Hill visits; conducted meeting for IL Policy attendees to prepare for Hill visits; outreach to Waubensee Community College; follow-up thank you emails sent to all Illinois legislators.

**Successes:** New location of preparation meeting was significant improvement; 19 IL TRIO professionals, representing 10 districts and 265 years of TRIO experience, participated in the Capitol Hill visits with representatives for all IL legislators; met with five legislators directly: Rep. Raja Krishnamoorthi (8), Rep. Bill Foster (11), Rep. Mike Bost (12) Rep. Rodney Davis (13), and Rep. Cheri Bustos (17); updated factbook and new one-page factsheet shared with legislators represent us well and convey story of 3rd highest state/territory in TRIO funding, number of programs, and number of students served; student postcards from IL TRIO Days were an impactful addition to the visits (Thank you to TRIO Day chairs and committee members!); Rep. Lauren Underwood's educational aide



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expressed interest in having a TRIO student/alumnus from her district be her guest to attend a committee hearing on the reauthorization of the Higher Education Act.

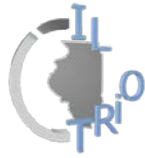
**Challenges:** Lack of engagement from initial committee members and no apprentice chair while current chair serves as treasurer; late responses regarding appointments from some legislative offices; limited space in conference site for state preparation meeting

**Costs:** \$152 Allegra printing of factbooks and factsheets; \$26.50 on-site printing of schedules for Hill visits; \$234.29 appetizers and non-alcoholic beverages for state preparation meeting.

**Plans for follow-up:** Reservation of side room (and possible budgeted cost) for state preparation meeting for Policy Seminar 2020

**Respectfully submitted,**  
Risa Lopez





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## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

*Wednesday, April 17th, 2019*

*Location: Bloomington, IL Annual Conference*

### **Committee Name: Scholarships**

**Chair(s): Rhetta Seymour and Autumn Scott**

**Committee Members:** Tamekia Bailey, Melissa Brooks, Ray Grant, Elizabeth Logan, Lisa Pickens, Tiara Randle, Sharon Sanders-Funnye, Anthony Sago, Stephanie Woodard

### **Goals, Objectives and Presidential Charges Addressed:**

1. Implement scholarship selection and distribution process as approved by the president and Council.
2. Review the scholarship forms and revise.
3. Work with EOA's and EOAF's Scholarship Committee.
4. Work with Technology to publicize the scholarship award process on the website.
5. Submit articles and pictures for IL TRIO newsletters and website.
6. Work with Treasurer to ensure disbursement of the scholarships in a timely manner.
7. Other charges as assigned by the President or Council.
  - Past President's Advisory Council Scholarship

### **Description of Activity since Last Report:**

- Scholarship Deadline was March 29, 2019
- Created Review Teams and assigned packets
- Scores due back to chair on April 12.
- Final list of winners sent to President Dayton by April 16.

### **Successes:**

- 125 applications submitted
- 4 Past Presidents reviewed applications for PPAC Student Leadership Award

### **Challenges:**

- Establishing a review system that accounts for students being considered for multiple scholarships without having to submit multiple packets.

**Costs: \$2500**

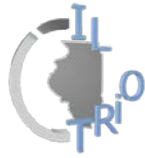
### **Plans for follow-up:**

- Send final list of winners to EOA and Membership

**Respectfully submitted,**

*Rhetta Seymour*





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## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

*Wednesday, April 17th, 2019*

*Location: Bloomington, IL Annual Conference*

**Committee Name: Editorials and Publications**

**Chair(s): Denise Jones**

**Committee Members: Brittany Stokes, Shanay Wright**

### **Goals, Objectives and Presidential Charges Addressed:**

1. Publish at least three newsletters each year by December 1, 2019 by creating or gathering articles.
  2. Ensure newsletters are archived on website and other format approved the by president and Council.
  3. Send newsletters to the EOA Editorials and Publications Chair and President and COE.
  4. Other charges as assigned by the President or Council.
- Newsletters will also be sent to other EOP's
  - Newsletter issue timelines (March, July, October)

### **Description of Activity since Last Report:**

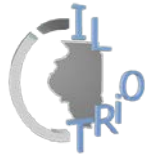
Committee started communication via email regarding ideas for the first newsletter. Due to the low response from committee members, our committee is now only 3 people.

### **Successes:**

**The following are ideas that we are hoping to get into our first issued electronic newsletter.**

- Note from the president
- State of the Association (general updates: need to know)
- o Engagement opportunities (committees)
  - Scholarship Recipients
  - Best practices
  - Calendar of events/deadlines
  - Active Membership List
  - TRIO Spotlight (it could be a member, a program, or a student)

**Challenges:** Our committee had a late start with gathering ideas and trying to find a platform for our newsletter. Mainly due to the chair's schedule and other IL TRIO duties, she fell behind. There was some technology issues that hindered our first phone conference meeting. We currently seeking free resources/online platforms to use to distribute the newsletter. We looked into Joomla, however there subscription is expensive (\$80 a month).



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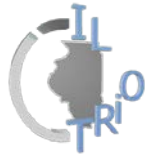
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**Costs: None at the moment**

**Plans for follow-up:** We are going to use Publisher for our first issue, then look into other platforms to produce a digital newsletter. My committee rocks!

Respectfully submitted

**Denise Jones**



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## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

*Wednesday, April 17th, 2019*

*Location: Bloomington, IL Annual Conference*

**Committee Name: Professional Development**

**Chair(s): Kathleen Dillon & Carolyn Basley**

**Apprentice:** Mercedes Terrazas & Tonetta Jones

**Committee Members:** Misty Williams, Freddie Mosley, Angela Pitts, Tamekia Bailey, Erin Kinsey, Melissa Brooks, Mercedes Terrazas, Tonetta Jones, Marla Johnson, Shanay Wright, Denise Jones, Melanie Olivera-Jones, Lois Britton, Melissa Brooks, T. Katrina Millender, Jameta Rogers and Risa Lopez.

### **Goals, Objectives and Presidential Charges Addressed:**

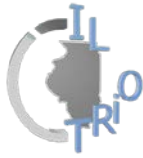
1. Plan and implement the annual professional development conference.
2. Ensure revenue over expenses.
3. Provide programming to include community agencies.
4. Work with Special Group Concerns Committee to identify and invite to the conference other EOP Programs.
5. Work with Student Development Committee.
6. Other charges as assigned by the President or Council.

Be sure to work with the following committees Membership and Credentials – to host a session/activity for new members

- Special Concerns and Affiliations – to facilitate a workshop
- Legislation and Education to secure a Legislator
- TRIO Alumni committee – to host an activity at the conference
- Consult with Chairs of the Student Leadership Committee

### **Description of Activity since Last Report:**

Since the last report, we have worked to finalize the BOE with Mallori at the Radisson to accommodate dietary restrictions, the increase in registrations, the added folks for the Thursday President's Banquet, etc... The BOE will be signed on Friday, April 12th. Registration closes Friday, April 12th as well. Committee member Shanay Wright and Treasurer Lopez are working with Co-Chair Dillon to ensure all information is up-to-date for Co-Chair Dillon to create accurate name tags for the conference, complete with green dot, should the individual have a dietary restriction/preference listed in the their information data sheet. Co-Chair Basley has worked on gifts, technology helpers for the



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conference, securing helpers for the registration table, and leading the banquet planning team. Misty Williams & Mercedes Terrazas finalized the Concurrent Sessions and sent information to the presenters. Co-Chair Dillon is working with Treasurer Lopez, Misty Williams, and others to ensure that there are the right amount of projectors/laptops present. President Dayton and the Co-Chairs spoke with Vincent Cunningham to secure a former TRIO student of his who now works in the Governor's office for our State of the State speaker. Co-Chair Dillon and President Dayton worked to secure accommodations for special guests (guest speakers). Co-Chair Basley finalized the conference program after Co-Chair Dillon wrote the conference welcome. Next steps are signing the final BOE, emailing folks on the Dais for each meal, sending room reservation information to guest speakers, securing remaining projectors/laptops, securing any final items needed for the various gifts, and making name tags.

**Successes:**

We secured speakers for each category we had hoped to offer. We have a diverse array of workshops offered, and we have anticipated more concerns than last year. The meals should be filling and accommodate a variety of dietary needs/restrictions.

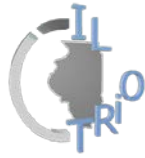
**Challenges:** TRIO Staff are very busy this time of year, but all committee members have consistently gone above and beyond, in spite of many other tasks on their plate.

**Costs:** A final budget will be submitted after the conference, as items are still being purchased. Co-Chair Basley has procured items for gifts & the banquet.

**Plans for follow-up:** Next steps are signing the final BOE, emailing folks on the Dais for each meal, sending room reservation information to guest speakers, securing remaining projectors/laptops, securing any final items needed for the various gifts, and making name tags. After the conference, next steps will be to submit a final budget & review the evaluations, which Secretary Jones has created.

Respectfully submitted,

Kathleen Dillon & Carolyn Basley, Professional Conference Co-Chairs



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**Committee Name: IL TRIO STUDENT LEADERSHIP 2019**

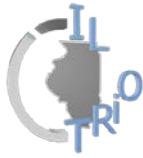
**Chair(s): Renada Greer**

**Committee Members: Victoria Taylor, Stacye Saunders, Keith Wise, Lolita Mack, Tee Slatton, Carole Jacobs, Rhetta Seymour, and Rodrigo Guierrez.**

**Goals, Objectives and Presidential Charges Addressed:**

***President Dayton gave the charge which included the following items:***

- President Dayton requests that the committee focus on developing leaders and teaching students how to build relationships, develop a network and work together.
- Conference promotions and advertisement should reach beyond the state.
- President Dayton requests that local politicians be in attendance.
- President Dayton wants to make an impact on the campus and community.
- Committee can use a sub-theme in addition to the overall theme.



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Maggie Burkhead  
Student Support Services  
Eastern Illinois University  
(217) 581-7949

Member-at-Large (South)  
Kenya Frye  
Educational Talent Search  
Association for Education Excellence  
(618) 875-8671

Parliamentarian  
Misty Williams  
Moraine Valley Community College  
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## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

*Wednesday, April 17th, 2019*

*Location: Bloomington, IL Annual Conference*

**Committee Name: Finance**

**Chair(s): Lolita L. Mack**

**Committee Members: Maggie Burkhead, Deandre Butler, Laura Dayton, Risa Lopez, Nayshon Mosley**

### **Goals, Objectives and Presidential Charges Addressed:**

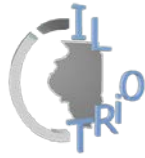
1. Develop a conference that focuses on leadership.
2. Ensure revenue over expenses.
3. Work with Special Group Concerns Committee to identify and invite to the conference other EOP Programs.
4. Other charges as assigned by the president or Council.

### **Description of Activity since Last Report:**

- Met with the Finance Committee regarding the following items: February Treasurer's report, budget revisions, banking updates, STEM Conference in October and outstanding invoices, Financial Investigation, Bonding and Board Insurance, Fiscal Policies and procedures, Donations through Givelify, TRIO Day Registrations, EOA Finance Committee surveys, Policy Seminar updates and Audit information.
- Reminder to committee about the Fiscal Policies and Procedures updates and to have for the next Finance Meeting.
- Completed April Finance Report
- Work with Scholarship Chair in finding out information regarding Membership dues for Institutional Membership bundles from last year.
- Spoke with President Dayton about Finance Information and received her corrections to the Fiscal Policies and Procedures manual.
- Spoke with President Dayton and Treasurer Lopez about Professional Conference Registration.
- Spoke with IL Treasurer Lopez regarding the refunds and registration process for the TRIO Day conference.

### **Successes:**

- Received Revisions from President Dayton for the FP&P Manual
- Completed the EOA Survey regarding Finance Committees
- Updates from Treasurer Lopez regarding TRIO Day, Professional Conference and Student Leadership Conference.



# ILLINOIS TRIO

*A state chapter of the Educational Opportunity Association  
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## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

*Wednesday, April 17th, 2019*

*Location: Bloomington, IL Annual Conference*

**Officers:**

**Laura Dayton**  
President  
Educational Talent Search  
Association for Education Excellence  
Phone: (618) 875-8671

**DeAndre Butler**  
President-Elect  
Educational Talent Search/Student  
Support Services  
Joliet Junior College  
Phone: (815) 280-2303

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### **Challenges:**

● Only received ONE FP&P revisions (Dayton) so hopefully getting those turned in on or before the finance meeting at the conference...

### **Costs: n/a**

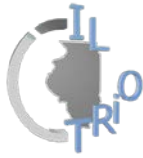
### **Plans for follow-up:**

● Complete 2nd Finance and Board Meeting  
● Vote on the Fiscal Policies and Procedure Manual in the Board Meeting ut have a review in the Finance Meeting.

**Respectfully submitted**

**Lolita L Mack**





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## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

*Wednesday, April 17th, 2019*

*Location: Bloomington, IL Annual Conference*

**Committee Name: Nominations and Elections**

**Chair(s): Dr. Nayshon T. Mosley**

**Committee Members: Vonna Hayes & Brittany Stokes**

**Goals, Objectives and Presidential Charges Addressed:**

1. Work with the Membership Chair and EOA Registrar to establish a current listing of all members.
  2. Prepare and submit to the Council by February each year for approval a detailed election plan/timeline for both an electronic and paper-ballot voting process.
  3. Ensure the ethical conduct of the nominations & elections process.
  4. Present a slate of candidates complete with photos to be posted on the website for membership review at least 2 months before the election.
  5. Other charges as assigned by the President or Council.
- Nomination results will be presented to the candidates for transparency.

**Description of Activity since Last Report:**

- After the addition of committee members, we determined a need to update the Nominations & Elections Timeline & Guidelines and re-submitted them to Board for approval (attached).
- Finalized third committee member as Brittany Stokes.
- Contacted EOA Technology Chair to give him notice of upcoming IL TRIO elections process.

**Successes:**

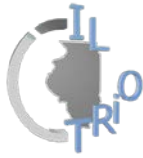
- Updated timeline and guidelines, to include the voice of all committee members.
- Finalized committee members.

**Challenges: N/A**

**Costs: N/A**

**Plans for follow-up:**





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- Begin the Nominations and Elections process on Monday, April 29, 2019.

**MOTION 1:** I, Nayshon Mosley, motion to approve the [Revised Proposed 2019-2020 Nominations & Elections Timeline](#) as presented.

Dr. Nayshon T. Mosley  
Immediate Past-President  
Educational Opportunity Center  
Chicago State University  
Phone: (773) 995-5212

**MOTION 2:** I, Nayshon Mosley, motion to approve the [Revised Proposed 2019-2020 Nominations & Elections Procedures and Guidelines](#) as presented.

Risa Lopez  
Treasurer  
Student Support Services/Interim  
McNair Scholars Program  
Knox College  
Phone: (309) 351-0872

Respectfully submitted,

**Nayshon T. Mosley**

Denise Jones  
Secretary  
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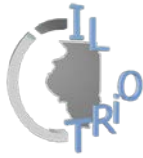
**Dr. Nayshon T. Mosley, Chair**

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## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

*Wednesday, April 17th, 2019*

*Location: Bloomington, IL Annual Conference*

**Committee Name: Technology**

**Chair(s): Shanicka Burdine**

**Committee Members: Marla Johnson (Apprentice), Freddie Mosley, Desiree Romero, and Khallilah Beecham-Watkins**

### **Goals, Objectives and Presidential Charges Addressed:**

1. Develop and recommend to the President by July 1, strategies for improving processes using technology.
2. Continue updating and maintaining the web-site.
3. Work to provide a webinar and data from the conferences which 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:**

**Successes: Successfully added all updates to the website, and social media outlets regarding TRIO Day, The 45th Annual Professional Conference, Women in STEM, Men of Excellence, and Student Leadership Conference.**

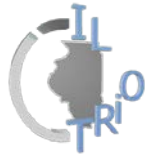
**Challenges: Still has been unsuccessful in contacting committee members.**

**Costs: \$182.95 website and domain fee paid March 2019.**

**Plans for follow-up: Will continue to reach out to committee members.**

**Respectfully submitted,**

**Shanicka Burdine**



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**Committee Name: Council Fair Share**

**Co-Chair(s): Denise Jones and Angela Pitts**

**Committee Members: Albert Buttacavoli**

### **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:**

Our February and March Phone A Thon campaign has been in gear to programs who have been institutional members but their membership is expiring by June 30 2019. Programs were encouraged to renew their membership by March 15th to receive a \$300 discount on their upcoming membership. We have been working with the council to still honor the \$300 discount for those who are still in the process of payment. Invoices were mailed to all institutions who were prior or current members. We have 12 programs whose memberships will expire by June 30th. We already have at least 5 who committed to renewing their membership soon or before deadline. We need 16 people from the state of Illinois to pledge \$100 by June 30, 2019. Council's newest Program Assistant, Ms. Chelsea Murray has been a rockstar and tremendous help to the Fair Share committees. The new Phon A Thon Campaign will target programs who expiration is between July 1- December 31, 2019. They are encouraged to renew by May 31st, 2019. Fair Share ends on June 30th, 2019. We need to meet our goal as a state and region.

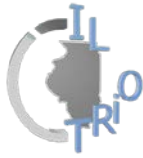
### **Successes:**

53 - Total Illinois Institutions/Organization as Previous/Current Members

We have 12 IL TRIO personal contributions for the 10 for 10 campaign. We need 4 more board/ association members to commit to the 10 for 10 campaign.

### **Challenges:**

COE's listing of program contact need to be updated. Some programs are experiencing budget issues who administrative structural changes over their departments. As a state we need to raise a little over \$198K total to meet Fair Share. We currently have raised \$111K with \$2,300 being personal contributions. We really need some help with personal contributions.



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## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

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**Plans for follow up:** As of April 16, 2019 EOA is at 68% and COE is at 71%. This time last year, EOA was at 72% and COE was at 71%. IL is at 58% Which is an increase of 20% since February. We are now reaching out to programs whose membership ends by June 30, 2019.

**Costs:** None

**Plans for follow-up:** Following up with programs who did not return calls.

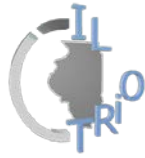
Respectfully submitted:

**Denise Jones**

**Angela Pitts**

**Committee Name: National TRIO Day Central**

**Chair(s):** Brittany Stokes and Tamekia Bailey



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**Committee Members:** Shanay Wright, Tiara Randle, Cindy Ogwal, Lana Summers

### **Goals, Objectives and Presidential Charges Addressed:**

1. Plan and implement TRIO Day activities.
2. Ensure revenue over expenses.
3. Other charges as assigned by the president or Council.

This committee is responsible for coordinating the National TRIO Day Celebrations in the three regions of the chapter.

### **Description of Activity since Last Report:**

**Successes:** Approximately 300 TRIO students, staff, volunteers, and presenters engaged in a day of reflection, celebration, and action under the theme G.A.M.E. *Grow Above Marginalized Expectations* Changers. The lineup for the event featured GAME-On workshop sessions, Level-Up Round Table Discussions, GAME-Time Entertainment, and an energetic keynote speaker who is both a TRIO and ISU alumna. Participants left the event with a plan to overcome marginalized expectations and a network of peers and mentors to help them excel against the odds of marginalization.

- Accommodating a presenter workshop who was not on our list of presenters, but students said they enjoyed his session (will count that as a success)

**Challenges:** Day of issues (transition, time, and food), seeking out presenters, pre-event-technology issues

**Costs:** We are in the process of accessing the cost

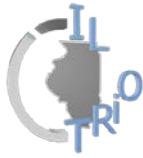
**Plans for follow-up:** Scheduling a wrap up meeting with both North and Central  
Creating a guide for TRIO DAY future host ( successes & pitfalls to avoid)

**Respectfully submitted**

*Tamekia Bailey*

**Committee Name: National TRIO Day North**

**Chair(s):** Denise Jones and Melanie Olivera-Jones



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## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

*Wednesday, April 17th, 2019*

*Location: Bloomington, IL Annual Conference*

**Committee Members:** Claudia Castro, Lewis Rule, Triton College Internal Planning Committee, Laura Dayton

### **Goals, Objectives and Presidential Charges Addressed:**

1. Plan and implement TRIO Day activities.
2. Ensure revenue over expenses.
3. Other charges as assigned by the President or Council.
  - GAME Changers theme (Growth Above Marginalized Expectations)
  - Student T-Shirt Competition
  - Community Service requirement (Advocacy cards)

### **Description of Activity since Last Report:**

Over 500 members of the TRIO community in the form of students, staff, and professionals were able to come together for a day of celebration, reflection and action. TRIO Day North hosted a successful and well attended event. Our event received local media coverage and support. Keynote Speaker Ron Lewis from The Lewis Influence received positive feedback and was very engaging. All expenses have been paid to date with no issues or concerns. We stayed within our budget and had almost \$4000 in revenue over expenses prior to eventbrite fees being deducted.

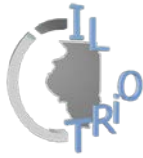
### **Successes:**

**Our event was well received by our college and was featured on the cover page our Spring Newsletter that reached 141K homes and businesses as well as was published in several local newspapers.** We sent thank you cards to all volunteers and staff that assisted with the event. We have exceeded our number for registration. We had a goal of 425 -450 and we are at 471. We have received a little over \$8,500 in kind donations from Triton College. Many successes are included in the description listed above. One of our Triton TRIO SSS participants won the T-Shirt Competition for TRIO Day 2019.

### **Challenges:**

State Rep- Emanuel "Chris" Welch did not attend after confirming his attendance. Sound system in our Gym was having some technical issues.

**Costs:** \$13, 980, with Revenue \$17,898 (**\$3,917.92**) before Event Brite Fees



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**Plans for follow-up:** To be a resource and make sure that all of my planning documents are uploaded into the Google Drive for other committees to use in the future.

Respectfully submitted

*Denise Jones*

*Melanie Olivera- Jones*





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Kenya Frye  
Educational Talent Search  
Association for Education Excellence  
(618) 875-8671

Parliamentarian  
Misty Williams  
Moraine Valley Community College  
(708) 608-4141

## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

*Wednesday, April 17th, 2019*

*Location: Bloomington, IL Annual Conference*

**Committee Name: Policies, Procedures and Practices**

**Chair(s):** Misty Williams, Dr. Nayshon Mosley

**Committee Members:** Tamekia Bailey

### **Goals, Objectives and Presidential Charges Addressed:**

1. Revise & update the Policy, Procedures and Practices Manual.
2. Contact various committees for their procedures.
3. Recommend to the president and Council policies, procedures and practices that need to be revised or adopted.
4. Make recommendations to the President and Council regarding amendments to the Constitution, as needed.
5. Other charges as assigned by the President or Council.
  - Completion of the Policy, Procedures, and Practice Manual

### **Description of Activity since Last Report:**

Chairs and committee are in the review process of the current manual to determine what additional areas need to be added.

**Challenges: NA**

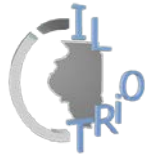
**Costs: NA**

### **Plans for follow-up:**

**The review process will conclude by June 1 and the revisions will be worked on during the summer. The goal is to have the finished product to vote on in November 2019.**

**Respectfully submitted,**

**Misty Williams and Dr. Nayshon Mosley**



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President-Elect  
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Support Services  
Joliet Junior College  
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## **Illinois TRIO** **April Board Meeting/ General Assembly Meeting**

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**Committee Name: Educational Foundations**

**Chair(s): Jamal Hawkins**

**Committee Members: Misty Williams**

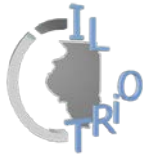
### **Goals, Objectives and Presidential Charges Addressed:**

1. Work with the president to enhance the Foundation's presence and legitimacy.
  2. Develop/Implement one annual scholarship fundraiser(s) by December 31st each year.
  3. Develop/implement one fundraiser at the annual state conference.
  4. Work with president to cultivate relationships for corporate sponsorships.
  5. Work with president to develop a Giving and Stewardship Strategy by July 1, 2019.
  6. Work with appropriate individuals to obtain necessary documentation to present to potential donors.
  7. Engage past presidents in development activities.
  8. Other charges as assigned by the President or Council.
- Work with committees to transfer donations into dollar amounts
  - Donation/Sponsorship Cover letter and Sponsorship form
  - Continue talks with EOAF concerning Investment options
  - Past Presidents Advisory Council Scholarship to engage Past Presidents
  - Investigate Chase bank PayPal option to activate our donation links via social media

### **Description of Activity since Last Report:**

#### **Successes:**

**I participated in a conference call with Madam President Dayton to finalize the Sponsorship Cover Letter and Illinois Sponsorship Menu document. After a healthy dialog and with the guidance of Madam President Dayton, we agreed to move forward with the Sponsorship Cover Letter but decided to move away from the Illinois Sponsorship Menu. Madam President has charged the committee with seeking business entities who would be willing to offer scholarships to the Student Leadership Conference attendees. Madam President Dayton was able to reach out to Dr. Renada Greer, to inquire about entities within the Carbondale area who may be interested in providing support. The goal would**



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**be to secure scholarships for those attending college in the fall and those already enrolled. The hope is to gain 2 sponsors willing to offer \$500 or multiple companies willing to donate \$250. Dr. Greer was able to provide some initial suggestions and pledged to provide some additional research and convey her findings.**

**Challenges:N/A**

**Costs:N/A**

**Plans for follow-up:**

**On March 20<sup>th</sup>, I was able to submit a request for contact to Senator Toi Hutchison's office, in the attempt to schedule an appointment with Madam President Dayton. I was able to receive an automated message confirming the delivery of the contact request. Since the election season has concluded in Illinois, I will attempt to contact Senator Hutchison's office again in an effort to secure an appointment on her calendar.**

**I will research state organizations/agencies who traditionally support first generation college students to inquire about providing scholarship resources for our Student Leadership Conference attendees.**

**Respectfully submitted Jamal D. Hawkins**



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**Committee Name: Alumni Relations**

**Chair(s): Mercedes Terrazas**

**Committee Members: Anita Rosso and Shanicka Burdine**

### **Goals, Objectives and Presidential Charges Addressed:**

1. Develop a process to locate TRIO Alumni from Illinois TRIO programs.
  2. Document those that have been a TRIO Achiever.
  3. Develop an activity that may be done during the Annual Professional Conference.
  4. Work with Technology to develop an information sharing system on the website.
  5. Other charges as assigned by the President or Council.
- Creation of IL TRIO Alumni Society
  - IL TRIO Reunion events

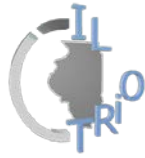
### **Description of Activity since Last Report:**

- Participated in a Collaboration conference call with Loyola Universities TRIO Director, Roy Saldana on upcoming IL TRIO Alumni events particularly on enhancing collaboration efforts and partnerships.

- One Loyola University TRIO SSS program staff and one of their student leaders will begin to assist in the IL TRIO Alumni Relations efforts with advertising and marketing to TRIO Alumni in addition to assisting in the planning/ logistics.

- In the process of sharing my resources, and receiving Loyola Universities TRIO program's resources and Alumni databases to assist the IL TRIO Alumni Relations efforts. We want to improve our collaboration efforts, and be more intentional on the Alumni events we are offering our IL TRIO Alumni.

- Ongoing communication with the new COE Chicago's Alumni Relations Coordinator, Nicole Morino to combine our efforts to enhance our Alumni involvement and working to plan more intentional Alumni Networking events.



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- Planning a meeting in the next month about upcoming summer 2019 Alumni events and collaborative, partnership efforts

- Nicole Morino, the COE Chicago's Alumni Relations Coordinator will be coming to my TRIO program at Joliet Junior College, Main Campus so we can meet and further discuss our collaboration

- Confirmed my participation in the upcoming COE TRIO Alumni Networking event on Wednesday, April 24, 2019 from 6pm-8pm will be assisting the new COE Chicago's Alumni Relations Coordinator, Nicole Morino.

#### **Successes:**

- Nicole Norfles and Fernando Cardenas provided Madam President Laura and myself with the new direction and vision that COE has for TRIO Alumni events. For the September 2019, COE Annual Conference in Chicago, IL, the new Alumni Relations Coordinator will be overseeing the alumni events and reception.

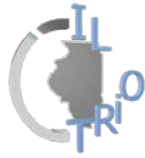
- IL TRIO Alumni Relations committee will be assisting in the efforts, but are not responsible for the event.

- Invited Nicole Morino, Chicago Alumni Relations Coordinator to the IL TRIO Professional Development Conference in Normal, IL.

#### **Challenges:**

- A few of my previous committee members were not being responsive and/or unable to be Alumni Relations committee members, as a result have been removed from this committee

**Costs:** N/ A during this reporting period.



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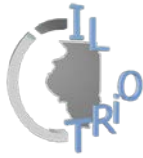
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### Plans for follow-up:

- Ongoing- Updating of the Alumni database and updating emails/ contact information
- Must work with Technology and COE to find a better way to track and update our IL TRIO Alumni current membership in addition to developing an information sharing system on the website
- Having a conference call with IL TRIO Alumni Committee members to begin planning upcoming events for the Summer 2019
- Reviewing a few locations for upcoming summer Alumni events. Currently comparing locations, dates, and prices.
- Finalizing a brief IL TRIO membership survey on Alumni events to assess the membership to improve the events and increase our Alumni attendance, engagement, and involvement.

Respectfully submitted,  
Mercedes Terrazas

Committee Name: Emerging Leaders Institute



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**Chair(s):**

**Committee Members: Shanicka Burdine**

**Goals, Objectives and Presidential Charges Addressed:**

**Description of Activity since Last Report:**

1. Attended COE's Policy Seminar 2019 from March 23, 2019-March 28, 2019.
2. Updated ELI Project to include DIME Child and continued working on project.
3. Continued working on ELI reading and homework assignment to prepare for May training in Detroit, MI.
4. Travel has been booked for Detroit training May 2-4, 2019.

**Successes: Making good progress on my ELI project and has formed a great bond with my ELI.**

**Challenges: None at this time.**

**Costs: Travel mileage to EOA board meeting reimbursement(\$123.12) and ELI training in Chicago traveling reimbursement (\$54.88). For a total of \$178.00.**

**Plans for follow-up: N/A**

**Respectfully submitted,**

**Shanicka Burdine**