

**Idaho Association of TRIO Professionals**  
**Board Meeting Minutes 11/12/2020, 2:00 pm PST**

**Call to order – Arielle Horan**

In Attendance: Evelyn Carter, Nikki Cavalero, Becky Cochran, Arielle Horan, Heather Maib, Julia McCormack, Hillary O'Brien, Megan Simila

**Officer Reports**

Past President – Evelyn

- If any programs were affected by the smoke/fires in October, funding is available. Funds have been set aside by NAEOP for programs who may have had participants who were displaced by fires in their area. Please send information and/or questions to Evelyn.

President -Arielle

- Guidelines for IATP committee meetings: recommending they be held within a week after IATP board meetings. This gives the secretary two weeks to get information on the agenda; additionally, people have time to think about and discuss the topics discussed.
- Regarding absences: If a board member cannot attend a meeting, please inform the board and designate a proxy to serve in your place.
- IATP board member email addresses: On 12/1/2021, email addresses will roll over to new members. It's important that we have a paper trail so new members can see contacts and previous pertinent conversations. As a best practice, check weekly or bi-monthly.

President Elect – Megan

- Fair Share meeting is next week with COE. The spreadsheet they sent was not correct; she has informed them, corrections are in process.

Treasurer – Heather

- She met with Ryan. They're working on getting a bank-to-bank transfer. IATP needs a new cardholder for the SW region to replace Luis, specifically someone from ISU if possible.

**Committee Updates**

Public Relations – Hillary O'Brien

- She will meet w/Corey regarding the 'Discord' program. They will to start working on the Factbook after the holidays.

Alumni Relations – Julia Wenzel

- The committee added a few new members from LCSC and ISU, and she is pleased to report good representation from all TRIO programs in the state. This will be helpful for planning alumni events. Committee's main focus is planning the IATP alumni reception as well as connecting with alumni via Facebook. There is interest in doing both in-person and virtual events.

### IATP Conference Committee – Nikki Cavalero

- Janelle is the chair of the conference committee. They are reaching out to past committee members and have created a Google folder so everyone can share information and documents. They have new members and good representation from a variety of institutions. She asked the board for recommendations and direction going forward.

### Student Leadership Conference – Heather Maib

- SLC has value but not a lot of interest. The student leadership survey closed last Friday, 11/6/2020. Heather commented that it makes the most sense to have a virtual conference fall 2021.

### Unfinished Business

- Arielle asked committees to consider and discuss their priorities and vision for 2021. She encouraged committee leads to speak with members; further discussion will take place at our next meeting on 12/10/2020.
- Two committees need new leadership: the IATP Conference and Scholarship committees. Suggestions for the Scholarship committee included Maurice Pittman or possibly Angel Davila from ISU. Arielle suggested reaching out to recent ELI participants.

### New Business:

- Transfer of IATP email accounts: Evelyn and Becky did not know they had Google IATP email accounts. Hillary will let board members know about these accounts and assist them with the initial log-in. Arielle commented it would be helpful to have transfer documentation to ease the transition for new board members. Sometimes these transitions have been awkward; we can work to make this better.
- Updating old documents: Please ask your committee members what they need, what may need to be changed, where they reside, who has access to accounts. She encouraged members to continue to use the Google drive, as we don't want to lose valuable information.

### Adjournment

Meeting was adjourned at 2:45 pm.