

IATP Board Meeting Minutes
Thursday, February 11th, 2021

AGENDA

Call to Order

Roll Call: Evelyn Carter, Becky Cochran, Janelle Culley, Heather Maib, Arielle Horan, Julia McCormack, Hillary O'Brien, Maurice Pittman, Jessica Samuels, Megan Simila, Denise Tambasco

Reports

President – Arielle

- Reminder: Please work on your committee timelines, manuals, and a roster of committee membership with institutions listed. There is a template on the shared Google drive to follow.
- Newsletter – Please get newsletter submissions to Arielle within a week of board meetings. Include things you would like shared with all IATP members.
- Denise Tambasco (ISU SSS) is chairing the 2021 conference committee
- Policy seminar – Please let us know if you're attending, we'd like to include you in meetings with representatives.

Past President – Evelyn

- She is releasing an announcement regarding board openings. Recruitment will be via the IATP list-serve, Discord, and a pitch to past ELI participants.

President Elect – Megan

- We have made our Fair Share goal but are waiting for the COE report to catch up.

Treasurer – Heather

- There have been expenditures and reimbursements for Policy Seminar. Please let us know who is planning to attend There is \$1500 earmarked for GU's pre-con leadership workshop, and \$2000 for scholarships. Projected total for IATP conference will be about \$5000. Heather also collected past conference budgets for the new committee.

Committee Updates

Public Relations – Hillary

2021 Factbook:

- Most APR data has been submitted, only waiting on McNair and VUB programs.
 - McNair APR deadline: Feb. 26th (will definitely be able to include in Factbook)
 - VUB APR deadline: March 5th (may have to use last year's numbers as this date is very close to the printing deadline - Hillary will reach out to VUB program directors at end of February to check in)
- Still need student stories and pictures from ETS
- We may need to use some stories submitted last year that weren't used for the 2020 Factbook
- Hillary will send another reminder about student story deadline
- Committee will begin reviewing the stories we have received, will edit for spelling, grammar, etc.

Discord:

- IATP is fully tested and ready to be introduced to the full IATP membership. The information and invite email will be sent out over IATP listserv. Please start using it, this is how it grows!

Website:

- Search bar is typing backwards. Hillary has removed it for now; it will be reinstated on website once it is fixed.

Alumni Relations – Julia

- Committee is working on alumni reception ideas for the conference; perhaps a 2-part workshop or professional activity, followed by a fun event like trivia. It will be held in the evening post-conference for those who work.

Government Relations – Janelle

- The committee finalized their guiding document (goals and objectives), and made a list of projects we want to pursue. Post meeting, the committee is reviewing projects and which ones they have specific interest in, and we will then assign smaller groups to take on some work.

Scholarship – Jessica

- Committee discussed prompts, forms, GPA requirements, and recruiting committee members from ISU and BSU
- Prompt: “Describe how the skills and experiences you have gained through your participation in TRIO will help you in achieving your educational goals.”
 - 8 total Scholarships of \$250 – 4 for pre-college and 4 for college
 - Pre-college minimum GPA: pre-college 2.5; College 2.00
 - Google doc is tentatively set to be completed and ready to be published by February 19th
 - Next meeting: 3/3 @ 12 pm Pacific time, 1 pm Mountain time
 - Work on an essay rubric for applications
- Arielle mentioned it would be helpful to add a waiver so the essays could be used on the IATP website

IATP Conference – Denise

- Committee is tightening up the theme; expecting about 75 attendees
- Conference platform: possibly Socio (quote is \$5000 – \$10,000). Possible partnership with NAEOP because it's much cheaper.
- Once theme is finalized, committee will send out a 'save the date' and call for proposals
- Looking at networking ideas and a variety of session duration times (30 min to 1 hour sessions)

Membership – Maurice

- The Membership Committee has two new members: Leanna Dann and Tracy Kanikkeberg, both from UI. Maurice has developed a rough copy of a Newcomer's packet and is awaiting comments & contributions from committee members.

Unfinished Business

- Arielle has an idea: Once monthly Zoom workshops to get IATP members engaged and for the purpose of sharing ideas, programming, recruitment, etc. We could potentially rotate between adult/youth serving. Arielle proposed to introduce this idea at IATP, and start the Zoom workshops in May.

New Business

- 2021 Conference
 - Membership committee – planning a special event for newcomers
 - Gonzaga – leadership pre-con workshop on Wednesday afternoon. Megan wrote and received a Paul Spraggins grant which went unused in 2020. GU is set to present this workshop virtually this spring.
 - Theme title was confirmed: ‘Creating connections, building bridges’
 - Potential for premium and basic tier registration
 - The committee is very small; Jessica recommended John and Mercedes from UI, Rodrigo Juarez was another suggestion. Denise will follow up with them.
 - Silent Auction: Arielle is interested in looking into raising money by offering training programs to TRIO programs for the purpose of professional development; for example: workshop materials, services, and/or curriculum. Denise donated a packet of Strengths Finder materials and her services for a NAEOP conference. These items can’t be auctioned due to grant fund regulations. Instead, it would be a direct sale, charged to the program. Megan mentioned UB has shown interest in this in the past.
 - All IATP board members are welcome and encouraged to attend the conference committee meetings.
- Transition Proposal: There is a lack of transition between committee and board positions. Arielle suggested a two-month transition period, where leaders stepping down continue to attend meetings and mentor those taking over their positions. This is not always going to be possible due to a variety of circumstances, but it is a best practice. Janelle commented it may not need to be a bylaw change. She also discussed that each position has different needs. Heather recommended a position manual so responsibilities and timeline are documented. Jessica discussed her experience as NAEOP secretary and how she was eased into the position.
- Need to re-establish the Student Leadership conference rotation. This fall: Adult leadership, UI Moscow. Please look at conference rotation (<https://idahoatp.org/conference-rotation/>) as we don’t want to double-book any institution. This can be a complex schedule so institutions are not taking on too many responsibilities in a year or in back-to-back years. We need to schedule:
 - Fall 2022 (youth)
 - Fall 2023 (adult)
 - Fall 2024 (youth)

Adjourned at 3 pm