

Eastern Athletic Trainers' Association  
Executive Board Meeting Agenda  
Buffalo, NY  
June 26<sup>th</sup> and 27<sup>th</sup>, 2011

*EATA Executive Board Members: Bob Ward EATA Past President, Diane Sartanowicz EATA President, John Davis EATA President Elect (missing on 26<sup>th</sup>/present late 27<sup>th</sup>), John Furtado EATA Treasurer, Jennifer Semle EATA Secretary, Tim Weston D1 Secretary, Joe Scott D1 Treasurer, Tanya Dargusch D2 Secretary (via telspan), Charlie Thompson D2 Treasurer, Michael Goldenberg D2 Director, and Robb Rehberg EATA Treasurer Elect (via telspan), Paul Ullucci D1 Director.*

Sunday, June 26<sup>th</sup> – 1:06pm

I. Secretary's Report - Jennifer Semle

Motion: Charlie Thompson makes a motion to accept the February 13, 2011 Conference Call Meeting Minutes.

Second: Tim Weston

Vote: Yes – 10, Unanimous (missing John Davis) MOTION PASSED

II. Committee Reports:

A. By-Laws

Committee met and reviewed the current By-Laws. Out of this meeting came a question of date clarification for: 7.1 section E.

The current Bylaw in question:

7.1 Nominations and Elections

- E. No EATA elected official may concurrently hold another elected office within the EATA, or elected offices within NATA District or State Athletic Training organizations. If such a situation arises, the individual must relinquish one of their positions. When necessary, the EATA will replace the individual in accordance with established by-law procedures. A six-month window will be established for this individual to relinquish one of the positions.

Discussion: TW-Add the date of the START of the position. Example – John is still the Treasurer, not Robb, until the end of this meeting date tomorrow. This additional time (arbitrary 6 months) was given for the specific reason, and that it was logistically necessary to give enough time for transition from one position to the next, depending on districts, terms and job positions for each position has different timelines and term limits. JF- Tim does have a point. DS-so do we need to add a more specific date or timeline? Further discussion.

Motion: Bob Ward motions to bring this proposal of Bylaw change 7.1E, as stated above with an additional ending of: “**; starting with the date that the final election results of the second position are known.**” (the new verbiage is underlined and bolded – see full version below) to the membership during the January EATA 2012 Business Meeting for a vote.

Second: John Furtado

Vote: Yes – 10, Unanimous (minus John Davis) MOTION PASSED

It will be brought to the 2012 Business Meeting in January for a vote to read as follows:

Nominations and Elections

E. No EATA elected official may concurrently hold another elected office within the EATA, or elected offices within NATA District or State Athletic Training organizations. If such a situation arises, the individual must relinquish one of their positions. When necessary, the EATA will replace the individual in accordance with established by-law procedures. A six-month window will be established for this individual to relinquish one of the positions; **starting with the date that the final election results of the second position are known.**

B. Exhibits – Bob O’Malley

No Written Report. Bob sent an email to Diane regarding the Exhibit (set up) company bids:

Results: Wilwork (recommended by the Weston) is \$90 and Brede is \$85. The new quote from Brede came in less than Wilwork and less than their previous Boston Meeting contract(s).

Discussion: JF-Easier to work with (Abington, MA.) and has been accommodating with our new concerns. Bob feels comfortable with company since we have dealt with them for many years. DS-Brede has increased their weight/poundage which is less cost for us (this was a major issue from previous years). No more pallets. They listened to what our concerns were and compromised for us. We know what we are getting. Exhibits - last year we maxed out at 60 booths and added 5-8 more last year in the spillover areas. DS-we need to make a decision to sign one of these two Exhibit Set-Up Contracts now, for the 2012 Conference at the Weston. Further discussion.

Motion: Charlie Thompson motions to sign the 2012 contract for the Weston with Brede Company.

Second: Tim Weston

Vote: Yes – 10, Unanimous (minus John Davis) MOTION PASSED

C. History and Archives – Jeff Stone

No Written Report. Last month we had discussed that we have the storage unit in NJ by Montclair State. John Davis was in the process of packaging it up and transferring the contents to Wally Collins at Collins Surgical MA. via Jeff Stone. Hopefully John has gotten all of the H&A stuff contained. Discussion:

what about flood/fire insurance – Are we protected at the Collins Surgical warehouse? Change the website to reflect Jeff Stone as History & Archives Chair instead of John Davis-It is already done!

Charge: Diane to ask Jeff Stone for a copy of the insurance rider.

Discussion: An electronic copy of all items needs to be done and then make a copy to put into safety deposit box for safe keeping in case of issues in other area (ex: flooding, fire etc). We need to transfer paper items into digital version to be able to display. We need to display these historical artifacts during our EATA events. (Example: a scrolling DVD on TV)

D. Honors and Awards – Joe Camillone

No Written Report. The Executive Board Member (Past President) who oversees Honors & Awards should make sure to check on status with the Chair. Chairperson should make sure the people who have been selected, are members PRIOR to acceptance of their nomination to the Executive Board.

Cramer Award

Discussion: DS-We have a confusing situation – P&P manual verbiage does not equal what the website information has on its site for the Cramer Award under “criteria”. WEBSITE: Numbers in “parenthesis” directs you to something: “1 or 2”, then meet these other considerations. We need to eliminate the 1 or 2. John Furtado reads what is on the website for the Cramer. Discussion: CT-like the wording on the P&P instead of what is on the website.

Charge: Michael Goldenberg to change the website verbiage to what the P&P states. I.e. Workshop: Speaker and presenter take out.

All locations should read:

## **The Cramer Award**

The Cramer Award is presented annually to the Athletic Trainer who, through leadership and excellence, has contributed most significantly to the advancement of the Athletic Training profession and the Eastern Athletic Trainers' Association. The Award was first presented in 1966. Cramer assumes the cost for the plaque to be presented.

### **Criteria:**

1. Current member, in good standing, of the National Athletic Trainers Association.
2. Currently BOC Certified or Certified-Retired Status and in good standing.
3. 10 years EATA membership.
4. Provided service to EATA on a committee, as a committee chair, or held an EATA office for a minimum of 3 years.
5. Has served as a speaker or presenter at an annual EATA meeting.
6. Demonstrates a history of special organizational efforts on behalf of the EATA.
7. Has greatly enhanced the profession of athletic training in District I or II, and/or has served the National Athletic Trainers' Association or any of its entities.

E. Information Center - Deanna  
No Written Report.

F. Moyer Award – George O'Neil  
No Written Report.  
Call out for nomination deadline is October 1<sup>st</sup>.

G. Nominations – Barbara Hemphill  
No Written Report.

At EATA 2011, the call for nominations for EATA Secretary for January 2012 was missed. District 1 Director Paul Ullucci asked for nominations at the District 1 Meeting in New Orleans for the 2011 NATA Meeting. The current Secretary, Jennifer Semle, is currently in her first 3 year stint and has confirmed that she will be running for re-election for a second three year term in January 2012.

Charge: Chair, Barbara Hemphill to send out a call for nominations for EATA Secretary in the D1 and D2 wires. Send this information to Michael Goldenberg, as well as both District secretaries.

H. Registration – Laurie Zaparzynski  
No Written Report.

I. Research - Marjorie King  
Update – same but highlighted new specifics.

1. New poster board presentation format did not work last year. Going back to their old ways with 20 poster boards to be used on both sides for maximum of 40 poster presentations.
2. Research to Reality – Daren Padua has committed to present ACL studies that he has been doing - for EATA 2012.
3. Program – time needs to be changed later, in order to avoid conflicts with other meetings. Work with John Davis with the program and the time schedules to meet

request(s). Their meeting as a Committee was always in conflict with other important meetings (3 big presentations) for no conflicts.

4. Alan Needle – Is the Grant presenter for next year set? So far so good, but we won't know until the research is complete. Can we make sure that we have a back up person available (just in case) each year, so as to avoid the issue that we had this past year with the presenter not being able to finish his/her research on time due to unforeseen issues? We cannot have an empty slot - 2 poster presenters placed in that slot time in case? Are there any conflicts with the student program times, specifically a room conflict - no room conflicts with the student program or rooms.

Charge: Diane to get in touch with Research Chair (Margie King) to have a back up (grant person or poster presentation) if needed.

#### J. Scholarship – Neil Curtis

In a quick email sent to Diane, Neil states - status quo scholarship will solicit funding this year? The letters should fall under sponsorship. John Furtado is getting the letters together for Mark Bramble. Sponsor should get the letter sometime in the fall from the Sponsorship Chair in order to get information and payment into us in a timely manner.

No new budgetary requirements.

Application Question:

Diane received an email from Neil with a question/request if we can get the application converted to a form that can be answered on-line? MG-what does he mean specifically “on-line”. There is a difference between “on line forms” and “downloadable forms”. The online answers must be completed all in one swoop. This means that an applicant cannot pause from the application and get back to it at a later date.

Charge: Diane to tell Neil Curtis that he must get the form into a template (a “word” format document), a downloadable form with gray BOXES instead of a LINE for the answer.

Neil had a question: Will we consider accepting unofficial transcripts verified by program directors as an alternative to official transcripts?

Discussion: If their application deadline is November 1<sup>st</sup>, they should be able to get an official transcript by then.

Conclusion: Find no compelling reason for why this is necessary.

Charge Diane to speak to Neil regarding the unofficial transcript alternative issue.

#### K. Site Selection – Bill vonLear (Kim Lyons)

Motion: Tim Weston Motions to approve Site Selection written report

Second: Bob Ward

Wanted to make sure we noted that Bill's report was very nicely done!

Vote: Yes – 10, Unanimous (missing John Davis) MOTION PASSED

### III. Old Business:

#### A. Weston Contract

Kim Lyons went back to look at our 2012 contract with the Westin to make sure things were fine. No clause of attrition. We had a bad situation that was made wonderful and all is resolved. Diane signed an addendum in May 2011 to the original contract for Weston to lower room numbers: was 1040 now lowered to 1000 plus attrition. This was a big “over-site” on the previous contract that no one picked up. No penalty clause in that we believed. BUT – in the business...It's an unwritten rule...if unspecified in contract it is assumed that we must meet. Kim re-worked the 2012 contract even though this was not her contract that she worked.

New Business:

Recommendation for 2015 - to return to the Loews in Philadelphia, PA.

Other site possibilities:

Bogota (Atlantic City, NJ) – said no to us because we were too small for them – a definite NO.

Valley Forge (PA)

Lowes (Philadelphia, PA)

In looking at all of the other opportunities, it boiled down to last two choices.

Discussion:

Valley Forge – weird spread out layout. What kind of venue(s) is/are out in VF besides the convention center? 50% discount rooms \$70 difference of \$29.

Loews – concessions were across the board better. Old building, cold, odd floor plan from reviews.

No parking fee to stay over. Daily parking only \$15. Loews came in with great things (i.e. room rate prices, staffing rooms (\$99), F&B.

Must sign contract in 4-5 days or lose it. Loews is more expensive – being in the city with higher costs.

Amenities: Internet, free parking etc. Base our decisions on what our membership want.

Motion – Bob Ward makes a motion to accept the Loews contract and President to sign the papers this week.

Second: Tim Weston

Vote: Yes – 9, No – 0, Abstain - 1 (Missing John Davis) MOTION PASSED

Charge-Diane to give Michael Goldenberg the specific dates of Philadelphia January 2015.

#### B. Sponsorship – Mark Bramble

Quick email sent to Diane with update.

Will begin again in the summer and fall for next year's sponsorships.

December 13 was when letters were sent out last year. Should get the letter to sponsors earlier - in the fall (Sept) in order to have an earlier deadline of early December.

Charge: Charlie Thompson to put this information clarification in the P&P: a set deadline date of September 1<sup>st</sup> for the letter to go out from Sponsorship Chair, to the Sponsor(s) and Returned by September 15<sup>th</sup> for the deadline to get the payment/information back into the EATA Treasurer.

#### C. Webmaster – Michael Goldenberg (MG)

No Written Report.

EATA Webmaster volunteer position – contact MG for information. Keep out on wire until MG contacts us to take off. This is a great duty/opportunity/role for professional to also create the CD - Need to start to train someone else to take over.

August 1<sup>st</sup> deadline to get EATA stuff to MG to get working on the information for the website.

Charge: District Secretaries, Tanya Dargusch and Tim Weston to put the EATA Webmaster - volunteer position on D1 and D2 wire for EATA webmaster. Keep on wire until MG tells them to remove. Great opportunity for young professionals.

#### D. Workshops - Steve Nemes

No Written Report.

Bottom line – Working with John Davis and workshops are all set/established.

Computer Preparation –

1. Home - yes - Steve can print the certificates at home NOT at conference (he cannot log into this specific data base once Laurie is on-line at conference site). Pre-print the certificates prior to conference instead.

2. On Site – No separate printer for Steve.

Discussion: Unless we want to spend the \$ and lots of extra time for a virtual network (i.e. have two systems). This cannot be done for this year, nor is it smart to waste money and time. Note: Last year they printed the 2010 instead of the 2011 info. This caused issues of extra printing costs. Request for cost

of ink/printing \$40 for his own printer. Paul-His computer cannot access information once Laurie is on-line for registration. Cost – 2 separate internet systems. It is such a waste of time and money.

Conclusion: Pre-print the correct certificates prior to the workshops beginning, i.e. Friday morning and give to Steve. Therefore, no budget for ink costs for printing certificates necessary. John Davis will inform Steve of this conclusion via Diane.

E. Director's Reports - Paul Ullucci-D1 / Michael Goldenberg-D2  
No Written Report.

1. "Vision Quest"

Passed through and are now implementing with a fairly aggressive timeline.

The four organizations consist of: BOC, REF, CAATEE, NATA (VP w/ Chairs)

Discussed how to implement the 4 goals:

1. Scope of practice and appropriate terminology
2. Degree requirements and quality of AT education programs
3. Practice positions employment for reimbursement
4. Clinically development research as an integral part of practice and practice model (research defines what we can do/who we are)

Developed a "Dashboard" (which cannot change) – breaks down each section of each goal.

Place one Director for each goal and specific limited professionals that are within these respective topic/fields to create their statements and bring back to the NATA BODs.

Discussion:

TD- once we define our "scope of Practice" this statement could be used within the court of law. We must be very careful with the specific terminology.

2. Component Relations:

Want to be able to give the States a voice at the National level.

Make known – that this is not meant to replace the District structure. The District structure is well and sound and will last.

Want to develop leadership within the States to provide avenues to combine resources to educate potential leaders, while having a voice at the National level.

Eventually they will group states by their specific number i.e. "size specific" divide, not to replace but in addition to, the current district structures. The 4 goals provide an avenue to educate. It is group by number of members. Similar size states have similar issues (ex: RI/AK/DE) place into a caucus (July 15 deadline). Caucus meet via phone – 4 caucus x 2 representatives x director x 2 SAAC (Group of 9) and then brings concerns to the NATA. SAG (3 year representative max)-appointed by the respective State President – but can be anyone (State Member, State Treasurer, State President) that is active at the state level. Want the non elected representative - Want aggressive "movers and shakers" for the first representatives by July 15<sup>th</sup>.

Executive Session

3. BOC – Change of processing fee

Before this year's changes, the NATA used to collect \$150 on our behalf and \$14.50 of this fee went to the BOC. This year the BOC has totally separated itself from the NATA in order to become a respectable governing body, its own entitee, therefore the dues structure will have to change as well. Dues for this year only can be combined. The NATA fee + the BOC fee. NATA bill will have an additional \$34 fee (BOC fee) on the invoice. When you pay online, there is a choice to pay the additional \$35, a \$15 savings if pay up front with NATA bill. If you choose to pay the BOC later, a separate \$50 invoice will be billed to you at a later date for your recertification. There are 2 or 3 checks that alert you to the (non-discounted price) \$50 bill from the BOC. We have not had a dues increase in 6 years prior to this. NATA even

changed Marge's speech at the NATA to make it more transparent to the members. Message will be clear when we get the bills in November.

#### IV. Old Business

##### 1. Francis J. George Scholarship Award (FGA)

Proposal – Paul Ullucci will put together a paragraph explaining the criteria of the award to put on the EATA website as well as the award.

PLACE THE WORDING HERE – Paul Ullucci

The FGA Committee consists of District 1 & 2 Secretaries, EATA Secretary, and EATA Past President who then looks over all applicants and chooses two to three finalists by using the Scoring Tool.

The committee sends all the information on the 2-3 candidates to the Executive Board. At this point, the scoring tool is no longer used. The Executive Board will look at each individual and their topic and decide what is important and worthy of the FGA. This will be discussed in the November conference call.

Work through the Scoring Tool Criteria line by line.

NEW SCORING TOOL – Bob Ward

Charge: Diane to check with Neil Curtis regarding the written verbiage on the plaque vs. the criteria of award (Paul)

Motion: John Furtado makes motion to accept the new scoring system, the committee and the criteria/description for the Francis J. George Scholarship award.

Second: Jen Semle

Vote: Yes – 10, Unanimous (missing John Davis) MOTION PASSED

##### 2. Pinky Newell Address

Call for Nominations:

Discussions

Table vote until Monday morning 8am

Majority Vote: Tim Sensor as Pinky Newell Address speaker.

Vote: YES – 9, NO – 0, Abstain – 1, (Missing John Davis). MOTION CARRIED

The President must abstain from this vote. (Only votes if a tie breaker is needed)

NOTE: Tanya Dargausch suggests that we have the vitas of each candidate available prior to vote in order to allow all members of Executive Board thorough knowledge on the nominees and their accomplishments etc.

#### V. New Business:

##### 1. Dedication of Student Program –

Motion: Michael Goldenberg makes a motion to name the Student Program Keynote Address the “James L. Thornton Keynote Address” for the Student Program.

Second: Tim Weston

Vote: Yes – 10, Unanimous (missing John Davis) MOTION PASSED

Charge: Diane will notify Jim Thornton, John Davis – John Davis notifies Mary. Verbiage on the plaque. Charge: Diane to give proper verbiage to the district secretaries to place on their respective district EBLASTS.

Charge: Mary and the Student Delegation to come up with criteria for the James L Thornton Keynote Address for the Student Program to which the Executive Board must approve prior to print.

##### 2. Dedicate Research to Reality Presentation - KEEP QUIET THE NAME

Motion: Charlie Thompson makes a motion to make the Research to Reality Presentation the “ [Name of Secret Individual] Research to Reality Presentation”.

Second: John Furtado

Vote: Yes – 9, Unanimous (missing John Davis and Tanya Dargausch) MOTION PASSED  
In the future, the students select their “Keynote Speaker”.

3. Call for nominations: EATA Secretary position, election Fall 2011

## VI. More Old Business

### 1. Updates to P&P Manual - Charlie Thompson

Changing responsibilities of the board should be reflected in the new updated P&P.

The Policy and Procedure Manual changes will be voted on as a whole, after the final version of the P&P is complete (after changes addressed at this June 26, 27 2011 Business Meeting are compiled).

Finance – part finished in February.

Committee – part to finish today.

Charge: Michael Goldenberg to give Diane Sartanowicz, Barbara Hemphill, and Charlie Thompson (\*under nominations and elections) a copy of the “standard set of questions”

Charge: Diane Sartanowicz to speak with Marjorie King and Mary Mundrane-Zweiacher regarding Research to Reality and Student Program’s P&P’s. A current copy must be sent to Charlie Thompson to look over and make sure they are consistent with his “official version”.

#### President Duties

The “Incorporation” papers need to be in MA –History & Archives Chairperson should have this and make sure it is in the State of MA.

Charge: Diane to make sure Charlie Thompson puts the original copy as an “addendum”

#### President Elect Duties

Verbiage: Annual Meeting - not Convention – needs to be changed in all locations

By February conference call – the President Elect should have a template of the whole weekend all planned.

AV – The President Elect – coordinates with Secretary on all AV needs.

Charge: Charlie will finish up the P&P minor issues and get the revised version to all of the Executive Board in the next month, in order to look over and vote during the next conference call.

Inclusive statement – “in the best interest of the organization”.

As per Charlie Thompson’s line by line verbal report:

Motion: Tim Weston motions to approve the revisions of the P&P manual as discussed in our June Executive Board.

Second: Joe Scott

Vote: Yes – 10, Unanimous (missing John Davis) MOTION PASSED

Meeting Preparation Calendar-

Charge: Diane and Bob review the current Calendar and give feedback during next conference call.

RFP-Template – old information – eliminate. (This is why we have a meeting planner)



#### Research Grant Contract

Charge: Diane to speak with Marjorie to review the research grant contract. Took out dollar amounts but left the percentages.

Francis J George Scholarship Award –Update from yesterday/today’s meeting minutes.

Look at actual application. COPY THIS DIRECTLY OFF WEBSITE

#### Expenses Form

Charge: John Furtado/Robb Rehberg to update the Expense Form

#### President’s Recognition Award

Charge: Diane to make sure the Plaque verbiage changes MUST be made for 2012 should match all sites.

Motion: Bob Ward Motions to adjourn for the evening.

Second: John Furtado at 6:55pm

Adjourn – Dinner@7:00pm

Monday, June 27<sup>th</sup>

Call to Order by President Diane Sartanowicz - 8:00 am

Missing John Davis (temporarily unreachable - on a plane to Buffalo)

Vote on the Pinky Newell Address recipient (see complete notes on previous day) – for vote, Tanya Dargausch (Robb Rehberg – non-voting member) must be on call.

The Tour of Facilities with Hyatt/Convention Center (8:45am to 9:45am)

#### VII. Treasurer’s Report - John Furtado

Motion: Tim Weston motions to approve the June 2011 Budget Report.

Second: Bob Ward

##### A. Quick Highlight

Current Assets:

Cash - at 4%

Main Account - is now at 2.4k in order to pay for our upcoming 2012 EATA Conference in Boston.

Scholarship – only take out in case we need it. Wants to swap out the Deutsche Bank

Research – bond coming in 2012. Swap out the Deutsche Bank.

Administration – New debit cards in August 2011 due to Executive Board changes. Current card holders will automatically receive new card. No points.

##### B. The Westin contract:

1/40 comp room. 25% parking rebate. Parking for Executive Board is at a 50% rebate. Phone - charge waved. 3 comp suites. 10 upgraded rooms to suites. Two (2) free wireless lines – we need more than that – must buy additional lines: registration (3), treasurer (1), Laurie does not need one – data base is inclusive. NO in room internet freebees!

Meeting space –Meeting spaces is comp. but exhibit space has charge of \$1500.

3 discounted rooms only – Lori and Susan (registration) double up, Brian (registration) and Assistant to President Elect may double up.

Bob Ward will send template for housing.

##### C. EXPENSES:

This year’s budget vs. next year’s budget:

Raised bank fee – we pay for 3 different

AV – split out the student program – contract what the costs are.

Awards: \$2300

\$172 (tax etc included)

Pinky Newell - Tim Sensor will follow travel budget.

Catering:

Banquet is additional \$3000+ difference from last year.

Student Delegation Breakfast.

VIP Reception - \$7500 proposed

Workshop - \$69,000 total

See Breakdown of costs and service fees etc. Food Minimum \$45,000 – we will make this number without a problem.

Motion: Charlie Thompson makes motion to eliminate the VIP Reception.

Second: Michael Goldenberg

Discussion: Meshing quiz bowl with VIP etc. Last year, Loews were giving us food this eliminated the dinner for Executive Board for the first night.

Vote: Yes – 10, Unanimous (Minus Tanya Dargausch, John Davis present). **MOTION PASSED**

Student Delegation – John Davis did not give the Student Delegation a choice for lunch vs. breakfast.

Last year – the lunch was way too expensive...PRICE was the bottom line. There was positive feedback on the breakfast from the Student Delegation. Still a concern since we re-visit this topic every year.

Diane makes a strong suggestion to find a sponsor(s) to cover the costs of a student breakfast/lunch.

Exhibitor Expenses – Room set up \$12,000 roughly. Poster pick-up only now – no pallet. Security - \$1200 Total Difference= +\$1946.24

Help Expense - \$500 Moderator-(2) in host city to eliminate travel expenses. \$1000. Have them room together to save half. Save \$344 if we eliminated the help.

Registration –Reimbursement (Neil – students realize they are free) DS-can change this on website for comps. Or separate site – MG can do this which would eliminate the re-imbursments for comp list.

(Five to Laurie to send out) Delete out of data base before we start. Total: \$15,000

Research – same.

Scholarships – same. Don't forget to add the plaques for JThornton, MChewony, and TWestin.

Speaker - \$4000 Travel-how many coming in for travel? – \$1800 is that enough? Double speakers up if can.

Workshops – same

Student program – Medco for a sponsor we hope! AV costs were an additional cost issue last year. Use 1 AV set up instead of 2 to save money. Where are the speakers coming from? If they live in New England, costs to get them here would be cheaper. Travel does include Mary.

Motion: Paul Ullucci makes motion to ensure that the Student Program comes in, on or below budget. In the event that the Student Program comes in over budget, funds previously allocated for Delegate's and Program Chair's "hotel and travel" will be re-allocated to cover the difference.

Second: John Furtado

Vote: Yes – 3, No - 5, Abstain – 2. (Minus Tanya Dargausch) **MOTION DID NOT PASS**

Total Program costs. \$186,098.00

D&O – for insurance – travel/liability due to the amount of money involved. John Furtado needs to look at the policy. Insurance looks to protect us, due to the high dollar amount our organization has in the bank and what comes in.

This is the last year for the cost of the Francis George Award

Office supplies – must add workshops into this – no we eliminated the costs of ink.

Phone – conference calls – trimmed down some or same.

Postage – same

Printing – Bob O'Malley

Storage – Eliminating - coming out Friday

Travel – Executive Board, chairpersons, incoming officers. \$7000  
Meals – same. Over budget this year due to our Buffalo trip. CT-should we try to set a budget for our meals? (EB dinner, lunch and breakfast meeting meal) We have trimmed this down in the last 3 years.  
Transportation – based on location. Buffalo trip increased this cost but worth it. Suggestion for the future - meeting at the airport or in someone's backyard. TOTAL: \$18,000  
TOTAL: \$219,660.00. (Scholarships/everything included)  
If you remove scholarships from this... \$6500/yr EATA pays. Research is \$8400/yr  
Overall - \$6000 negative but not really. Prior years, there has been a little left over. \$1500+/- (actual).  
Catering - 36%  
Research – 5%  
Scholarships - 11%  
Speakers - 5% (Is this enough \$200/hr plus travel/room/registration comp)  
Student Program -5%  
Registration - 9%  
AV - 9%  
Awards - 1%  
SEE SUMMARY SLIDE  
Total Income: \$172,000  
Total Expenses: \$178,000  
Difference: negative \$5600

#### D. INCOME

Note: Loews gave a 5% rebate on everything. No rebate this year.  
Total Donations: (\$325)  
Registration is the main bulk of our income (\$146,000 needed). Workshops came in LOW last year (Takes up the bulk of the day). Our hope is, that we will raise these numbers or increase the rate! Online – expect more people to register this way.  
Sponsorship - \$3000  
To balance the budget, we need to put in \$27,000 from somewhere. (from Research and Scholarship?)  
Fell short because the registration should be 75% instead of 69%  
Proposed income changes:  
\$10.00 cost increase across the board.  
Raise Exhibitor Registration by \$50 across the board 15.5 CEU's  
Motion: Charlie Thompson makes motion to raise the registration across the board by \$10.  
Second: Joe Scott  
Discussion: \$85 for the student (\$75 now). Point: for 17.5 CEUs for an added \$10. Where will you find the number of CEUs for this cost? Concern is the student rate.  
Amended motion: Charlie Thompson amends his motion to raise registration fee for all categories, except for all Student categories by \$10.  
Further Discussion: -\$7000 for VIP, \$3000 for exhibitor addition,  
Vote: Yes – 8, No - 2. (Minus Tanya Dargausch) MOTION PASSED  
Motion: Tim Weston makes motion to raise the Exhibitor Fee by \$50 as proposed by Treasurer Furtado.  
Discussion: Single Booth from \$450 to \$500 for first booth, Second booth table (\$350 now, a new rate to \$400) has a reduced rate as well. There is a \$100 credit on second table (10% discount) now? Isn't there something already in place? Yes something is in place for second booth.  
Second: Charlie Thompson  
Vote: Yes – 10, Unanimous. (Minus Tanya Dargausch) MOTION PASSED  
Question: JD- In 1992 – do we need to touch the principle since we haven't used this?  
Further discussion: still short \$8000. If we come up with \$8000, is it safe to say that we won't have to take it out of Research and Scholarship? (Otherwise the \$8000 comes out of R&S) Table this discussion until John Furtado can crunch the numbers.

Workshops—raise fees per hour to meet the \$14,000. If supplies are required we must increase the fees per increase or get a sponsor. John broke down the current price per hour: \$125 for 8 hours for a full day workshop. Where can you get that amount of CEUs for that price? The new proposal (\$+-18/CEU): \$140 for 8 hours , \$130 for 7 hours, \$110 for 6 hours, etc but kept the 1.5 hour for \$30. If a workshop requires supplies, the workshop needs to increase per supply cost. JS - Paid \$150 for a 6 hour (with 1 hour lunch break in middle) workshop at NATA last week.

Motion: John Furtado makes a motion to increase the workshop fees to \$18 per hour (1.5 hour remains at \$30).

Second: Bob Ward

Discussion:

The workshop prices need to be raised to cover the costs to break even.

Table John Furtado's workshop motion until he crunches numbers.

## E. NET WORTH

Over the last 5 years, numbers went down because we moved money from investments to research account. We are at the highest levels. We have done pretty well. Net worth is over \$350,000 at the end.

Discussion - do you believe this will hold us for the next 3-5 years if we do this? Boston is SO expensive; we won't need to do this for the next 2 venues. PU-The NATA dues, new BOC dues etc are going up. The trickle down is going to be apparent soon.

Table the rest of Budget Report until number crunching is done.

## VIII. Program Report - John Davis

No Written Report

Clarification on Lectures - \$250 for the slotted time. If you have more than one speaker, they split the honorarium. Cost of travel would be more with more individuals speaking.

Program Speakers –

1. ATEO – no cost
2. K taping (watch verbiage) - Roger Clark Colorado
3. Strain/counter strain
4. Product Development - thinking outside the box
5. NASM
6. Impact
7. Secondary School
8. Nutrition/Manual Muscle Concepts
9. Cervical spine?
10. Soft tissue massage

## Student Program

Spoke with Mary and gave her the list of speakers so they can double dip for the Student Program.

Have the Student Program on Saturday and no breakout sessions on Sunday, go to our sessions instead. This will save money on AV and honorariums etc.

Make sure you give Michael Goldenberg the final version by end of July after given to Executive Board to approve.

## IX. Quiz Bowl – Greg Janik

Proposes:

1. EATA Executive Board Reimburse the “Quiz Bowl turning point system” program expert (\$1555). Which covers the Technician for one room night, registration and travel.

2. Contestants – comp the student representative’s registration
3. Quiz Bowl Committee members – comp registration

Presently we give Greg Janik comp registration and one night hotel.

EATA bought them a new laptop and told them that there is no budget for this. This is a “District” issue, not an EATA issue. The funding needs to come from the respective Districts not EATA. We just “host” the event at EATAs. We cannot give out all those registration comps. It is not in our budget.

Lindsey – knows the system – techie that uses that program all the time at her school.

Gave him a subcommittee

Answers to Proposals:

1. Cannot at this time.

2/3. Cannot give out any more comp registrations

EATA will remain to give one person comp registration and room night, as per how they choose to use it.

We appreciate all that you do, but we cannot do any more in this point in time. We are strapped financially this year.

After the Treasurer’s number crunching:

Numbers:

Take out attendee gift and VIP Costs and helpers cost on room: \$208,566 income. If raise \$5.00 = increase of \$4000, Increase Exhibitor fees \$50 = \$3500. This would make us only have to take out \$8000 out of Scholarship/Research (\$4000 taken from each).

Discussion

Do not take out gift...\$3300.

Motion: Paul Ullucci makes a motion to reduce the registration fee by \$5 in all categories except student registration. Up \$10, now down \$5, which equals \$5 raise.

Amend Motion: Paul Ullucci motions to amend the registration increase motion to an increased registration of a \$5.00 across the board from last year’s (2011) registration fee.

Second: John Furtado

Vote: Yes – 9, Unanimous (Minus Tanya Dargausch and Tim Weston) MOTION PASSED.

The “tabled” vote regarding workshops:

Re-Cap:

Motion: John Furtado makes a motion to increase the workshop fees per the hourly fee base schedule (1.5 hour remains at \$30). (see above)

Second: Paul Ullucci

Discussion

Further number crunching. Need to put a VALUE for these workshops- great bang for buck. Have workshops all on Friday which will cut costs on AV for another day. JF- are we going to hit the draw – more people in seats?

Vote: Yes – 3, No – 4, Abstain – 2. (President must abstain, Minus Tanya Dargausch and Tim Weston) MOTION DID NOT PASS

Vote on 2012 Budget: Yes – 9, No – 0. (Minus Tanya Dargausch and Tim Weston) MOTION PASSED

X. Comments

Historical Perspective Discussion

Look at the program from a historical perspective. At banquet put up a slide show with names of officers, Hall of Fame, etc from an EATA historical. Make sure to have on written program: please refer to website for full list along with the information center, this should be a major point.

John Furtado Motion to adjourn 2:23pm (his “last official meeting”)

