

**Eastern Athletic Trainers Association  
Annual Convention Executive Board Meeting**

**Loews Hotel - Philadelphia, PA.**

**January 7, 2011**

EATA Executive Board Members: Doug Mann D2, Bob Ward D1, Diane Sartanowicz D1, John Furtado D2, Jennifer Semle D1, Paul Ullucci D1, Tim Weston D1, Joe Scott D1, Jim Thornton D2, Tanya Dargusch D2 and Charlie Thompson D2 Invited Guests: Michael Goldenberg (D2 Director Elect), John Davis (President Elect Elect), Robb Rehberg (Treasurer Elect), Lisa Quadrini, Mark Bramble, Bob O'Malley, Mary Mundrane- Zweiacher, Bill von Lear.

Call to Order (8:01am) – President Bob Ward

Welcome to the 63<sup>rd</sup> Annual EATA Meeting

- I. Secretary's Report (Jen Semle)
  - A. Approval of November 2010 Minutes

**Motion: Charlie Thompson motions to accept the November 2010 Minutes. Seconded: Tim Weston**

Discussion

Technical corrections: "Board of Directors" should be "EATA Executive Board" instead, In the P&P, the Presidential Award –is the President's choice and the board approves/disapproves their choice.

**Vote to approve the November 2010 Minutes: Passed unanimously**
  - B. Directory Updates – sending out directory, please make any necessary changes and return to Secretary for February distribution.
- II. Program - Verbal Report (President Elect - Diane Sartanowicz)
  - A. Program: All set. Good pre-registration numbers. Drastically better but concern is that this management is very laid back. Pleasantly surprised at how accommodating the Loews has been. We have made the "contracted block requirements" for room required numbers.
  - B. Workshops: Numbers are down. This year's topics are feedback driven from our membership last year. Schedule layout is same as last year. Friday night reception is the only difference.
  - C. Concerns: Space for exhibits was sold out this year. Possible future needs – LARGER rooms-student program is booming!  
Note: Great Job Diane. Reception area is saved for State Presidents, Exhibitors, Chairmen, the Hall of Fame etc. – 2 hours for food for VIP. The intent is for a "come and go" instead of trying to set a specific dinner time.
- III. Frank George – Verbal Report (Doug Mann)

This year's process was a good plan of action with a committee of three to take look at all of the nominees and decide on 2-3 finalists to bring to the Executive Board. Good idea and

want to keep it this way for next year. The grading system “tool” needs to be looked at again and tweaked. It still had some issues that were confusing and needed to be worked through again. The on-line process made it easier to distribute in a timely manner. By getting all of the nominee’s information on-line is paperless and “green”. The tool needs to be quantitative but with some level of opinion for the remainder. Articles must be watched closely– only accepted if primary OR secondary authors. Do we need the Vitae? Yes-committee members like to see the vitae to get a timeline. (Committee-Paul, Doug, Jen) Recommendation – Push timeline up and have the 2-3 candidate names for the Executive Board ready in JUNE. Download the forms from the website first – make it easier for placing (MG) on the website. Reminder- Any P&P changes must be given to Charlie Thompson.

IV. Workshop Report (Steve Nemes)

Motion: Charlie Thompson motions to accept the 2011 EATA Workshop Committee Report.

Seconded: Tim Weston

A. Numbers:

Are down 30-40 less than last year. Total: off \$7400. Last year total: \$9000 for pre-reg. numbers. The average – 18-20 down from last year. Big workshops are on Sat and Sun (Secondary schools-Casey 29 low/ 45 hi) (Protective equipment – due to concussion knowledge has increased)

Why the decrease in numbers in workshops only—the topics? / the economy? /because NATA was here in June? Not sure why.

B. Concerns:

Look for definitive patterns for the cause of the marked decrease in numbers this year.

Check on the D1 and D2 number differences.

In 2007-\$14,000 and in 2008-less than in 2007.

Is there a correlation between the workshop numbers and the registration numbers? - No  
Jim Thornton – We have seen a declining trend: 1. NATA offering 10 free cues – does this hurt us? 2. Is the Physical Therapist perceived as “premier”?

C. Changes/Ideas: Re-visit topics such as prevention, training, performance enhancement  
Students sign up for our workshops?

JoeS-The States are mandating certification for concussion management. Get certification with “hands-on training”. P.A.T.S. does this at their yearly meeting. We should give what WE need as professionals – we should provide this to our membership.  
TanyaD -This always sells out for us (i.e. ATSNJ) and has done well. NASM can do this for us – a significant contributor for EATA. Marty Miller is top notch. They are willing to become involved again with us. [More of a sponsored workshop. Partnered with ATI and Nike sparks. Not the same NASM as before. Now more international. Example - Wendy Battz spoke on Dr. Oz this year.]

PaulU-has a problem with lowering the number of workshops. Workshops (NASM) have always made money. AV is \$500/day. NASM doesn’t cost anything. Workshops need to be at least 30-40 minimum.

SteveN-We need to fulfill those needs what is required. Large and small numbers – would not want us to go all large numbers. We should have a combination of both of these needs.

Charge: Steve and President Elect John Davis, to put a “plan of action” together for our February conference call.

Charge: Districts to go to their State Presidents in tomorrow’s meetings and involve them in workshop feedback.

Our goal is to survive, make money in order to break even for conference, make sure we cover the costs of THAT workshop. CharlieT-disagrees – balance is important.

Ex: USA weightlifting – modified class/CPR- modified class – challenge out. Gear workshops towards special populations (i.e. cancer patients). JimTh-NASM can do just that!

CharlieT-Perform Better can come in (they bring their own stuff to use).

Vote to approve the 2011 EATA Workshop Committee Report: Passed unanimously.

Good job Steve.

V. Director’s Report (D1-Paul Ullucci, D-2 Jim Thornton) – Verbal Report

A. BOC - PaulU is the liaison with the BOC.

1. Doing a survey - currently looking at the CE process (us-EATA) to seriously look to reduce the CE’s to 15. As well as shrinking the NATA conference CE’s as well as EATA. JimTh- This will affect both EATA and NATA conferences. DM/TW/TD – why are they doing this? PU-Looking to get more evidence based teachings. Mandate “seat time” – actual go to the lectures instead of getting your packet and getting all CE’s. [27% are not NATA member’s Nat’l average] Plan for a reduction in CE’s, looking for validation, evidence based CE, adding another category for a minimum standard, and therefore, EATA has to see how we want to develop this.
2. Competencies - passed.
3. JimThornton is running for NATA President. A total of 3 people announced their candidacy...Newnan, Gibson, Thornton. Process-the selection committee meets Sat afternoon at 4pm to pick 2 of the 3 candidates to run in the fall.

VI. Webmaster’s Report (Michael Goldenberg)

Motion: Tim Weston motions to accept the January 2010 Webmaster’s report. Seconded: Tanya Dargausch

A. Attendee Number breakdown – John had the real numbers.

B. CD

1. Moving CD to web site instead of giving it out  
Discussion: User password given. Only people that registered for conference get access. If they don’t go...they don’t get the CEs.

Motion: Jim Thornton motions to make the CD an online entity - after their paid registration. Second: John Furtado

Discussion:

EATA Website is not an issue – over the summer stuff...Website for CD was the fall and time consuming. Need help with the website for this with the new ruling of online CD. (easier instead of not online) Need to get a person for MichaelG to “groom” for this position.

DianeS-let’s get someone from the student delegation (Shawn) TimW-We need someone in the district that is certified and IN our districts.

Charge: District secretaries report back to MG and report back to him with feedback from their state meetings.

Vote to approve the January 2012 CD on-line: Passed – unanimous.

Vote to approve the January 2010 Webmaster's report: Passed – unanimous.

VII. Treasurer's Report (John Furtado)

Motion: Charlie Thompson motions to accept the 2011 EATA Treasurer's Report.

Seconded: Tim Weston

A. Budget-(see report)

1. Income – some checks have not come in yet.
2. Exhibitors – \$5350 + one other check not in.
3. Registration – made bulk of our money. Not as many “guests” registered this year for pre-registration. Some checks still withstanding. The majority of registration was online as well – i.e. credit cards on this report. MichaelG did a great job with the template.
4. Workshops – budgeted \$12,000 – now \$7,500.
5. Short of our goal-\$20,600
6. Sponsorship – \$7000 budgeted but only \$3000 came in
7. Total income - \$133,994.88 budgeted - now \$194,935

B. Expenses

1. CD-online will save us about \$1000
2. Awards
3. BOC fee – paid in full \$195.00
4. Catering – Our biggest cost factor. Total: \$47,800.00 budgeted
5. Exhibitors - \$15,000 made this year!!
6. Assistant-Tom Gorman – no parking needed, ½ price hotel room
7. Cancellation Insurance-paid
8. Registration – credit card transaction for each – charged
9. Internet - \$75.00 total cost - \$1000 budgeted
10. Postage – lower this year due to less outgoing mail
11. Reimbursements – higher \$723
12. Research - \$9720 budgeted – really don't spend a lot.
13. Scholarships EATA pays out Frank George, Hartman-Conco, J&J
14. Shipping/signage – banners updated
15. Speakers – main program – gifts are under budget
16. Honorariums – Airfares more reasonable – smoother because of earlier bookings – info given months in advanced.
17. Total Speaker Workshop- \$6905 budgeted
18. Special Contingency
19. Incorporation fee – Massachusetts based – Stoney has it now – must give to Diane Sartanowicz or Jen Semle – person must be from that State.
20. REF- this year and next year payouts then done. District 1 is finished.

Charge: Jen Semle to contact Rachel Oates from NATA – regarding who got the REF award for EATA – Invoice needed to John Furtado.

21. Office Supplies – 2 new computers (Quiz bowl/History Archives)
22. Hx Archives – Collins Sports Medicine – Wally. Possible storage space that he takes care of – ship with UPS to Collins. John – D2 info has to come out of the storage.
23. Travel – airfare/hotel
24. Website fees – monthly survey will increase this in the future.
25. Total Expenses: \$194,935 budgeted
26. Profit – status quo (bills - 80% paid by February. July sign up for must have \$ to begin process again)
27. Cancellation List – 8 people this year (\$1048)
28. Breakdown of Registration (payment/numbers)
29. Comps - \$8535
30. Workshops - \$9255
31. Student Program - \$21,520 budgeted Total - \$23,745.

Discussion: Do we give Mary a budget? Yes, we need to - there must be a reasonable budget that they must adhere to.

Looks to be: \$10,000 for budget without the food.

C. Koko Kassabian Scholarship-was fully paid by sponsorship

Three individuals sponsored this in the past, but lost one individual –how to fulfill the money? It is considered a District 1 scholarship.

CharlieT – if EATA gives \$1000, find it hard to allow it to be a D1 award. JeffSt – get a hold of the Northeastern grads to see if they can pitch in. This is a historical issue.

EATA wants to give \$500 in future and the rest (\$2500) came from other.

Charge: Bob to give Charlie the information on the Koko for the P&P

Charge: Student Delegation to get together with D1, D2 Bob Ward, John Furtado to discuss the breakfast, quiz bowl.

Vote to approve the 2011 EATA Treasurer's Report: Passed unanimously

**LUNCH – 12:00**

VIII. Financial Advisor - Lisa Quadrini

Handout given- “EATA Year End Review” January 2011

Goal-what happened in 2010, what's going to happen in 2011?

1. Growth of US
2. Change of power and then election year

Discussions:

Should we give Lisa information before our Feb Conference Call re: scholarship for Student Delegation cost coverage? Maybe look at going back to your companies and asking for the investment for the Student Delegations and put it into this account to grow (acquiring and putting into the scholarship investments)

Keep Current cash flow – current value 6-8%

Switch Deutsche to Dominion Resources – to decrease the liability of overseas issue of the Euro.

Goal-capital preservations – true rate of return – 7 to 10% range.

How long would it take to make what we want? \$10,000 How many years? Ideally—added \$210 -220 (\$185 now)

- AJ is Lisa's assistant.
- IX. Registration Committee report (Laurie Zaporzynski)  
 Tabled – since Laurie is not here.
- X. Information Center (Deanna Errico)  
**Motion: Tim Weston motions to accept the 2011 Information Center Committee Report.**  
**Seconded: Paul Ullucci**
- A. Dreamweaver Program – Not needed – can do as Power Point Presentation  
**Charge: Dianna and Michael Goldenberg to work together on a Power Point Presentation to advance this, instead of Dreamweaver program.**
- B. NATA Awards – need feedback from Executive Board  
**Vote to approve the 2011 Information Center Committee Report: Passed unanimously**
- XI. Exhibits Report (Bob O'Malley)  
**Motion: Tim Weston motions to accept the 2011 Exhibits Report. Seconded: Charlie Thompson**
- A. Overview
- B. Number of Sponsors - 54 to sell - sold out by November conference call – unbelievable!
- C. Overflow - 9 tabletops sold after this. Lowered the price to smaller space.
- D. Freight - Storage of pallet – significant extra cost –depends on weight. Storage with Wally Collins? What is in this box?? Banners, registration material. Go through UPS instead – much cheaper!
- E. Performance Health – registration bags. Last year of a 3 year contract.
- F. Buffalo Group – Wing contest and free booth in exhibit hall for representation.
- G. Covidien – cancelled Dec 17<sup>th</sup>. Dec 1 is the published date of cancellation policy. Checked the box that they read and understand the cancellation policy. They may show up – don't know.
- H. DJO – looked for a re-allocation of their funds. Worked thru their issue and now they are coming.  
**Charge: Bob O'Malley to give Charlie Thompson his cancellation policy for the P&P**  
**Vote to approve the 2011 Exhibits Report: Passed unanimously**  
 Discussion: Sent Eblast out for conference email. Sell it to everyone for \$25
- XII. Sponsorship Committee Report (Mark Bramble)  
**Motion: Tim Weston motioned to accept the 2011 Sponsorship Committee Report.**  
**Seconded: Tanya Dargausch**
- Not doing well with the large corporations – results were not so favorable. Got in the door and spoke to the assistants. We weren't selling ourselves directly to the companies.
- Ideas: To sell ourselves better. PPP or a video that explains what we do and what we are. We are not national...we can't use those big national companies like we can at the national level. We are in the unhappy medium.
- Timex – our big sponsor this year, Nike-fell apart, Philadelphia Eagles-NATA but not sure about next year football-no commitment, Aces
- Send any ideas to Mark
- Video

Charge: Mark Bramble and sponsorship committee to take over sending out request for the checks to the sponsors for the scholarships. (Neil Curtis-scholarship chair)

Vote to approve the 2011 Sponsorship Committee Report: Passed unanimously

A. Non Exhibitor "Musts"

1. Lecture Sponsor
2. Workshop Sponsor
3. Conference C
4. Registration Gift
5. Can we get States to fund one talk each year?

B. Other Potential Sponsorship Areas

1. AV
2. Speaker Gift
3. Banquet Sponsor

C. Packages for Exhibitors

D. New Ideas

XIII. Student Delegation President Report

Sponsorship is a great idea for our program.

Review with student delegation budget and conference process: Budget is due by May.

Figure out what your Delegation wants to do.

Charge: JohnF will get the Student Delegation Chair and Student Delegation copies of what this year cost analysis of the total Student Program.

Quiz Bowl tonight – in Regency Ballroom 2<sup>nd</sup> floor Mezzanine

Social – invitation given to Executive Board for tonight right after the quiz bowl.

Breakfast (7:30pm) – Commonwealth Hall – 2<sup>nd</sup> floor

XIV. Student Delegation Chairperson's Report (Mary Mundrane- Zweiacher)

Motion: Tim Weston motions to accept the Student Delegation Chairperson's 2011 Report.

Seconded: Joe Scott

Twitter account was great. Webpage as well.

Grassroots last year-went so well so they are doing it again. This year: Making a video to promote athletic training.

Outgoing Delegates

Change for next year – Curriculum programs do booth for Masters Program. Back of the Student Delegation programs instead.

Coordinate with Bob O'Malley for set up and cost for this? What to charge to cover our expenses.

Student travel – capped a limit \$300 per person. There is an allowance maximum. A district \$money/budget issue that requires receipts! What are your transportation plans and tell the District Treasurer?

Vote to approve the Student Delegation Chairperson's 2011 Report: Passed unanimously

XV. Site Selection Committee Report (Bill von Lear)

Motion: Tim Weston motions to accept the 2011 Site Selection Report. Seconded: Charlie Thompson.

Slideshow – where we have been...where do we go from here?



Room nights are going up, parking rates high; internet rates are high, meeting space charges, AV/decorator people mandate.

Options-too big for some and too small for others: see report

Vote to approve the 2011 Site Selection Report: Passed unanimously

XVI. Committee Reports

A. By-Laws (Tim Sensor)-No written report

B. Policy & Procedures (Charlie Thompson) - Verbal Report

In the current P&P (2010) – Purpose of document - First page, 3<sup>rd</sup> paragraph – should be “filed implicitly” - Think the P&P should be a guideline. There is no room for flexibility in this current P&P.

Motion: Tim Weston motions Charlie Thompson go through the P&P Manual and by the June Meeting, report back to us more than the technical changes, the actual revisions to the P&P Manual. Seconded: Jim Thornton

Vote: Passed unanimously

Charge: Charlie Thompson to develop significant changes/revisions to the language of the P&P “to allow for some flexibility” communication with the Executive Board. Send to the Executive Board for comments, re-do the items, and then vote at June Meeting.

1. Current criteria old language versus new language. Ex: NATABOC and “in good standing”.
2. Committee Chairs – yearly update – send current P&P duties related to their committee.
3. Executive Board Member Assigned Committee Responsibilities – periodic communication between the Committee Chair and the Executive Board.
4. In Committee Meeting tomorrow, the Committee Chairs need to know who their contact person is – go over the list with them. Ask them to review their section of the P&P and make the necessary changes.
5. Develop system of tracking ALL CHARGE – with completion date back to President. “Motion Index” (motions/charges) Needs a respective completion date placed on each charge and get info back to Secretary/President as well as the respective Chair/Committee persons involved.

C. History & Archives (John Davis)

Bob Ward - Like to appoint Jeff Stone to take over the History and Archives Committee Chairperson.

Motion: Charlie Thompson makes motion for appointing Jeff Stone for History and Archive Chair. Seconded: Joe Scott

Vote: Passed unanimously. Quorum made – (minus JF)

D. Honors & Awards (Joe Camillone) no report

E. Moyer Award (George O’Neil) No written report, no changes

F. Research (Marjorie King)

Motion: Diane Sartanowicz motions to accept the Research Committee Report.

Seconded: Joe Scott

Charge: Margie King to bring the Research Committee’s P&P revisions to the Executive Board for approval.

Committee’s process of applicants



Vote to approve the Research Committee Report: Passed unanimously

G. Scholarship (Neil Curtis) no report

XVII. Election Report (Mark Cherwony)

Motion: Paul Ullucci motions to accept the Election Report. Seconded: Charlie Thompson

Executive Session Called to discuss results on report

A. President Elect – John Davis

B. Treasurer – Robb Rehberg

C. Bylaw Issue regarding election process

Discussion: Nominations called for in January.

Motion: Tim Weston motions to change the EATA Bylaws Regarding Elections – EATA

Officer Election Nominations will close Sept 1. Seconded: Jim Thornton

Vote to approve the Sept. 1 deadline: Passed unanimously

Motion: Tim Weston motions to hold EATA Bylaws Regarding Elections – EATA

Officer Elections will run from Sept 15 to October 7. Seconded: Tanya Dargausch

Vote to approve the Sept 15 to Oct 7 deadline: Passed unanimously

This allows the elected person(s) to get involved sooner in Nov.

Vote to approve the Election Report: Passed unanimously

NOTE: In the BUSINESS MEETING – vote needs a 2/3 approval to pass.

XVIII. New Business

A. Committee Chair term limits

B. Changing responsibilities of the officers on the board

Look at some of the responsibilities of the President Elect and have the Past President be responsible for a few items.

Past President -Travel/Rooms responsibility

President – Banquet responsibility

President Elect – all else.

Bring up for the May/June Meeting and vote – to Buffalo

Thank yous!!!

Adjourn-5:30pm