

**Eastern Athletic Trainers' Association
Annual Meeting & Clinical Symposium
Executive Board Meeting Minutes
Westin Copley Hotel
January 6, 2012**

EATA Executive Board Members: Bob Ward, Diane Sartanowicz, John Davis, Robb Rehberg, Jennifer Semle, Paul Ullucci, Joe Scott, Tim Weston, Michael Goldenberg, Tanya Dargusch, Charlie Thompson, AJ Duffy (D2 Treasurer Elect), Sue Guyer (D1 Secretary Elect) Student Delegate Board: Samantha Scarneo(P), Sarah Quinttus(S), Kate Zimmerman(T) Invited Guests: Bob O'Malley (Exhibits), Laurie Zaparzynski (Registration), Steve Nemes (Workshops), Bill vonLeer (Site Selection), Mary Mundrane-Zweiacher (Student Delegation), Deanna Errico (Information), Lisa Quadrini (Finance)

Breakfast - 7:30/8:00 am

Call to Order at 8:06 am – President Diane Sartanowicz

Welcome to the 64th Annual EATA Meeting and Clinical Symposium

- I. Introduction of Executive Board members and Student Delegation

- II. Secretary's Report - Jen Semle
 - A. Approval of November 2011 Conference Call Minutes – Spelling corrections and Tim Weston on call for the last 15 minutes for last vote.
Motion: Tim Weston motions to approve the November 22, 2011 Minutes.
Second: Paul Ullucci
Discussion: none
Vote: 9-0-0 Motion passed – John Davis absent
 - B. New Directories sent out to Executive Board and soon to be out to Committee Chairs etc.

- III. Treasurer's Report - Robb Rehberg
Motion: Tim Weston motions to approve the Treasurer's report
Second: Tanya Dargusch
 - A. Income - Our dividends are right where they need to be – projected correctly from last year.
 - B. Registration – little behind, based on what was projected earlier. On-site registration will change this number. (The difference – onsite numbers and how much money we are bringing in on exhibits compared to what we budgeted for.) What was done in the past-we would have to transfer money from the school funds (i.e. scholarships) to cover this until all the monies equal out after overlap time – we are still down about \$8000 and will have to do this again for this year. Hopefully it will equal out this year.
Discussions: Where did we project wrong? We raised the price of Exhibitor costs, we sold out (max. number allowable for room) the tables. MG- I think since Exhibitors are maxed out, we may have to look at adding MORE Exhibitor numbers in the area. We did increase the costs, as well as maxed the #s. We needed to hit that dollar number - the only way we would be even. That's where we fell short. Not dollar amount \$27,500 – but the maximum number in the room.
 - C. Additional Expenses off budget: Accountant fee= +\$200 Plaques = +\$50
Not many additional cost areas. We are running a tight ship here. We are containing our costs.

PU- how come the D&O is less than budgeted for \$1400 when it is actually \$900? Is it a 24 hour coverage D&O? Are we paying for something that we are not using? Need to check to see if we are in need of less. NATA - 6 Presidents are only on for official travel but our officers are on 24/7 because they are always doing something (thru Bordman Perlman as well). Boatload of money for really what you actually need. Are you getting value or can you get better coverage for travel? A thought to check up on.

Charge: Robb to look into our insurance policy and put information on February conference call to clarify what is being covered.

Besides the Exhibits issue, everything else is standard and since we haven't paid out on anything for the conference, we will have to wait until February's budget/cost analysis meeting.

Note: a 34% increase in the number of certified members that registered this year compared to last year. 13% were non certified members. Student non members increased almost 33%.

Vote: 9-0-0. Motion passed – John Davis absent

Welcome Eve Becker Doyle - speaks. Commending the NATA Incoming President from our EATA district and our two great Directors.

IV. Policies and Procedures Manual - Charlie Thompson

There are policies and there are procedures...Policies are set by the Board and set in stone and the procedure gives the persons in charge of these positions a guideline of what to do. Interpreted in the best interest of the individual and our association and what we are doing.

A. Revisions/Changes

1. Blankowitz is correct spelling.
2. Workshops 6 - 8
3. #8 Research to Reality...to add "free communications presentations" in our Program.
4. All Travel – goes thru Past President. NOTE: President Elect must make a good effort to communicate to the speakers on the topic of travel. Where are you coming from, what airport, when are you coming? This prevents last minute – HIGH COSTS for travel. BW-add another sheet to the speakers list.
5. President Elect – speakers, travel arrangements to reduce costs... put that in our P&P. BW – add another letter to the speaker's packet and return by a certain time. [see 5C our program and 5D student program]

Charge – Bob Ward to speak with John Davis about adding the extra page to the speaker packet and return by a certain date.

6. On – line Compendium: CD/website.

PROGRAM

Food & Beverage

Discussion: moving some duties around from the President Elect to help out the new person coming in? CT- F&B person needs to be circulating to make sure things are taken care of constantly – hard for the Past President to make sure of these things. BW- but the Past President has no responsibilities here at this meeting. Adding a F&B person back into the mix is adding costs for F&B and travel. Past President can do that without added cost and lightening

up the load on the President Elect. DS-we have streamlined this area so it is not a big project.

NOTE: PU- Want to make a procedural comment: It is safer and better off to make motions throughout - so there is no further discussions in order to make decisions. Vote on specific items and put these things into the minutes so that these items get voted and approved, not just a discussion or someone's opinion, but a definite conclusion. In the past, we have had discussions and have not voted on specifics and they have gotten lost in the mix. That is why we vote-to make decisions.

Motion: Paul Ullucci makes motion to take the F&B duties from the President Elect and allocate them to the Past President.

Second: Tim Weston

Vote – 9-0-0 Motion passed. John Davis absent.

Registration-Meeting (and hotel) registration needs to be updated yearly. (this use to be a form, now it is on-line)

Banquet – Must work in conjunction with the Past President.

Motion: Tim Weston motions to move all F&B Banquet duties/procedures to the President

Seconded: Joe Scott

Vote: 8 yes, 0 No, 1 (RR) abstain. Motion passes. Paul Ullucci missing.

FINANCE COMMITTEE:

Members consist of D1, D2, and EATA treasurers, financial advisor and accountant which makes redundant with extra conference calls for the Treasurer and the Directors.

Motion: Paul Ullucci motions to dissolve the EATA Finance Committee because its function is already performed by the EATA treasurer, and our other 2 financial advisors.

Seconded: Charlie Thompson

Vote: 9-0-0 Motion carried. John Davis absent.

Is there anything in the bylaws related to Finance Committee? No

Motion: Charlie Thompson makes a motion - EATA treasurer will consult the District treasurers and EATA financial advisor(s) as necessary.

Second: Michael Goldenberg

Vote: 9-0-0. Motion carried. John Davis absent

NAME SPECIFICS:

Call this our "Annual Meeting" not "Convention"

We are "Executive Board" not "Board of Directors".

DUTIES:

Past President

BW-that is the way it suppose to be.

Under EB Committee Responsibilities (page 10 or 11)

Needs clarification – no motion - Scholarships – was under Secretary duties on one and not the other. Off Secretary and on to Past President – follows along with the Awards duties.

President

P&P, Research, Site Selection, Bylaws, Nominations & Elections (other committee responsibilities).

President Elect

Annual meeting, Workshop, Registration, Regular Program, Student Program

Past President

Honors & Awards, History & Archives, Moyer Award, Francis J George Scholarship Award, Scholarships, Annual Meeting: F&B, Hotel and Travel Arrangements.

Secretary

Committee Charges, Information Center, Website, Annual Meeting – AV needs, Roberts Rules of Order.

Treasurer

Budget, Sponsorship, Eliminate Finance Committee.

POLICIES:

CT Recommends that we place on website for next year - both the refund policy and cancellation policy.

Registration Refund is when a person registers for the meeting but the person cannot attend for some reason.

Cancellation of the Annual Meeting - cancels the program due to weather or unforeseen act.

This did not need a motion – just clarified names.

All Registration changes/refunds must be made in writing to EATA treasurer.

CEU REPLACEMENTS:

Motion: Michael Goldenberg motions to make official - CEU certificate replacements as written in the P&P Manual.

Questioning – who gets the money for the overtime?

NOTE: Table further discussion until February conference call

Seconded: Tim Westin

Vote: 10 - 0 – 0. Unanimous. Motion passes.

COMMITTEES

Exhibits Committee

Good

Registration Committee

Eliminate Badge (former #13)

Workshops Committee

#6 is true. They work together. Keep it – good.

Program Moderator

AJ – should the moderator be dictated by the district/city in from a budgetary stand point? We are thinking about keeping travel costs low.

DS-this should be strongly suggested. AJ-why shouldn't this be dictated?

Save money-budgetary. Should we be adding this to the P&P?

Table question until February conference call.

COMPLIMENTARY REGISTRATION:

Scholarship winners and All Award Winners

Included - 2 guests – asst. chairs

Student Delegation

Add: Other 8 NATA District Directors, BOC President, The NATA Foundation, CAATE and/or designate.

FYI - RR - Our comps cost over \$10,000 this year.

MEAL EXPENSE:

DS-Do we need to list all Committee Chairs for clarification?

Discussion: DS - add – “others” as to the discretion of the President

CT-with Registration volunteers, they do not get to see any of the meeting. PU- I don't like that – what is the qualifier? You are spending my money. This needs to be clean and concise: A, B, C get paid etc.

DS-how about we don't pay for food?

Conclusion :

Motion: Bob Ward makes motion to eliminate “providing re-imbusement meals for committee chairs”

Second: none

Vote: Dead

CT-Highlighting this and get back to this at the end

HOTEL EXPENSES:

#6 Registration Committee Chairs (make plural – take out number 2)

Discussion – is 4 nights necessary– after Sunday – aren't some of chairs finished? By the time they are finished, wrapping up, is the last night needed for room?

CT-Can we add Technology - 2 nights a piece DS-can we add Technology when the situation comes – as needed. Yes.

QUIZ Bowl – we pay for Chair: registration, hotel (1 night), travel. Table this under NEW BUSINESS. It is the integral part of the student program.

TRANSPORTATION:

Same as F&B as well.

Motion: Charlie Thompson motions that we eliminate individual designations for meals. Meals and transportation are provided as a function of the meeting to those individuals that are required to attend. Reimbursement for meals and transportation will not be provided.

Second: Tim Weston

Vote: 10-0-0. Unanimous. Motions passes.

AJ-is it understood that these individuals need to take the cheapest form of transportation? Yes.

FINANCIAL POLICIES:

#2 Expenses – eliminate President and Treasurer.

#3 add financial advisor, get rid of general council

#4 Good - eliminate auditor

#5 Leave 3 bids

EXPENSE REIMBURSEMENT

Travel Expense

Miles- take least expensive method. Driving time – 500 miles should take you 7 hours. Covered since it should be approved by Treasurer.

History and Archives

Good

Honors & Awards

Chair will provide names to Past President.

Criteria – good

NATA - The Foundation – “The Francis J George Scholarship Award”..... take out The Foundation. PU-eliminate the entire paragraph since we have already made all payments. Eliminate the whole thing. Judged based on their activities and not their job.

SCHOLARSHIP

Charge: Bob Ward regarding “the Francis J. George Scholarship Award” – To add to the applicant’s essay, the type of research that they are doing.

CT-it is the Past President responsibility to make sure Scholarship Chair is supplying Past President with the names of applicants to make sure if they are in “good standing”

PLACE THE P&P BREAKDOWN OF ALL SCHOLARSHIPS HERE

Scholarship Selection Criteria –

We have had a real problem with the applicants not being in “good standing” at the moment of application. The Chair has to check with the respective District Secretaries on location of proper District (mailing address) and in standing. The EB member in charge of this Chair must make sure their Chair knows the changes.

RESEARCH & GRANTS

They have not done this yet – on their agenda for this week.

SITE SELECTION

Is our meeting planner, Kim Lyons from Conference Direct, in P&P - NOT President Elect. What is Kim’s preferred title?

Charge EB person in charge of Site Selection – to see what Kim wants to be called.

CONDOLANCES

No money designation, at the discretion of the EATA President.

HOUSE KEEPING

Discussion items from IRS issues (in NJ):

Conflict of interest policy?

Written document policy?

Financial records—How long to you keep them? How do we get rid of old records? Who maintains these records?

Charge: Robb Rehberg as treasurer to develop procedures for these 2 questions for February conference call.

Whistle blower policy?

CT-When we give a scholarship, how do we know if they used it for that purpose? We are covered in "grant" due to specific question asked by the IRS. Do all states have a selection process for scholarships?

Vote: Approving the current P&P manual 10-0-0. Unanimous. Motion carried.

V. Scholarships

Several issues were brought to attention. Certain scholarships have designations. EATA Scholarship A&B – no documentation for designations to a specific district. Discussion on designating one to each

A. Designations

Motion: Paul Ullucci Makes motion for EATA designation of EATA "A" to D1 and EATA "B" to D2 student

Second: Michael Goldenberg

Discussion - is this fair to our students that are doing their best academically?

Vote: 4 Yes JenS,PU, JS,TW– No 5-1 abstain JD Motion does NOT carry.

Insert Letters "A" and "B" instead of numbers – so as to not get confused between D1 and D2.

There are 2 EATA scholarships – "A" and "B" that may go to any student in District 1 or District 2. Sarah -Making it fair for every student is a good thing.

B. Koko Kassabian – 2004 voted that it was designated D1. Now the money has increased. As of today - EATA: \$1000 and D1: \$1000 N. Smithfield: \$500.

Discussions: TD- a solution to this could be that D2 put in \$1500 in to a scholarship in order for it to be more equal. What happens if Hartman Conco pulled out? Who would pay - EATA? If N. Smithfield pulled out – D1 would pay. Share concern about if one of these companies pull out – who pays for it? History of Koko 500/500/500 and the EATA EB chose to increase the dollar amount of all scholarships to \$2500.

To clarify - the EB all agrees that this IS a D1 designated Scholarship only.

D2 award issue is tabled until Feb conference call.

C. Scholarship letters to sponsoring companies – thought that these letters should be sent by Scholarship Chair. DS-Due to communication issues, like to suggest that we put the letters back under direction of the Treasurer (?) so they are aware of where the money is.

After the Annual Meeting, send a letter (1) thanking them for their contributions and hoping that they will continue to sponsor us next year and in the many years to come. In June, (2) ask if they are interested in next year and follow up in September (3). DS-who disseminates letter? The follow up is an important opportunity. We need to have more communication with these companies.

Creating the letter should follow the Past President job duties.

RR-recommends scholarships (Past President) send the letter right after Annual Meeting that we will be in touch. Let us know by this specific date if you would like to add you to our list for next year. Ask them if they would like to be invoiced from our Treasurer or to send a letter them in October

(treasurer) CT-give them some options on what they would like to do and when to contact them and what avenue? Steer them into a timeline.

Charge: EB – Bob Ward, Past President to send a thank you note from the EB to the sponsoring company for our scholarships immediately after Annual Meeting. They will be contacted at a later date from our Treasurer.

Scholarship Chair. Ask Neil if he has ever sent out a thank you note to any of the sponsoring companies?

Charge: Treasurer with creating the June letter of thanks to the sponsoring companies with a question of level of their companies interest for next year and which method of invoicing or a letter of application to send at what preferred date.

Duty of the Scholarship Chair is to give them the information within the time frame.

VI. Program Chairperson's Report - President Elect - John Davis
Verbal Report

VII. Director's Report (D1-Paul Ullucci, D-2 Michael Goldenberg)
Verbal Report

PU – How are we communicating at the national office with our members in regards to the topics that are published and promoted by NATA through its position statements. NATA have very specific Position Statements for “best practice” and the steps to be taken and communicated back to the membership. It is a pretty extensive list. The newest one is on Sudden Death and particularly its section on Heat Illness-best course of action may put us in a difficult position i.e. best course of action is the rectal temp. The last position statement is quite clear. This change is also reflected in our competencies. Membership needs to open up the communications with their immediate bosses/direct supervisor as well as administrators within their setting. It is incumbent upon each individual certified athletic trainer to determine if this “best practice” aka “standard of care” is practical in their particular setting? This is specifically spelled out in the position statement as well. Experience dictates that unless you have something in writing, you could be in trouble and placing yourself in danger. CAATE is requiring ALL programs to teach how to perform rectal temperatures as part of the current competencies. Therefore, it is not new to our younger members/students. It has been vetted by the NATA's attorney so that each member has a document which is, if nothing else a valid legal tool to protect themselves should the desire to do so. In the event that an athletic trainer does not wish to use the form they will need to, as recommended by the position statement, have some evidence that they broached the subject with their supervisor/administrator to determine the feasibility/tolerability to perform rectal temperatures in their setting. As always this position statement and its recommendations should be incorporated in to each site's P&P. The form will be located on the NATA website directly below but not attached to the position statement. Each member may take it with them to aide in discussions with your administrator. Are we following “best practice”? We must stay current.

RR-must look at your own state licensure practice act that may/may not allow.

BOC - PU - went to a 2 year cycle which allows them to collect your CE's one year and audit the next. Plan on being audited (50 CEUs in 2 years).

MG - Vision Quest – one group has come out with a statement entitled “NATA Official Statement on Providing Quality Health Care and Safeguards to Athletes of All Ages and Levels of Participation. This will help us move forward. New – NATA

Corporate Relations Committee – allows better communication to see how our exhibitors, sponsors are doing.

VIII. Webmaster's Report - Michael Goldenberg

Motion: Charlie Thompson motions to accept the Webmaster report.

Second: Joe Scott

Discussion: Online registration by date and month – by last week we had 47% of the attendees registered the last week and 12% registered on the last night! Over 1200 pre-registered on line. Some doubles – due to questions of complimentary vs. paid. Compendium - All past 2004 -2012 are now on-line. The Cummulative Index now has live links back to past abstracts and presentations. Think about now... user name and password. This year, attendees can see all compendiums from past years. Later in June, Michael will bring it up in our meeting regarding the username and passwords for the future and what an attendee can view. An email was sent to all attendees with a link to compendium, people never read the email, they just selected the link and did not realize they needed a password. Michael has been receiving many request for the username and password. RR-when you go to NATA, the notes are up there for everyone. Maybe people would read them and think, what a great presentation I missed. I should have gone. DS-or that I didn't go but now I know the information.

On-line registration Breakdown: see handout for more than this/last year's numbers

Attendee Breakdown:

	11	12	Difference
Pre-registration	876	1148	+27
Compensated Reg	82	83	+1
Total	958	1231	+273
Registered twice	1	8	+7

Registered by Date/Month:

	11	12	Difference
September	47 (5%)	47 (4%)	0
October	100 (10%)	112 (9%)	+12
November	242 (25%)	276 (22%)	+34
December	569 (59%)	796 (65%)	+227
Last Week (Pre)	386 (40%)	528 (47%)	+142
Last Day (Pre)	115 (12%)	143 (12%)	+28

Exhibitor Information

	11	12	Difference
Pre-registration	35	30	-5

IV. CD

Mike Goldenberg/John Davis

- Six to eight people did not send in their information when this report came out. Next year, we need to really hound them to get them finished on time.
- On-line compendium (2004-2012 with index) - next year...make 4 presentation slides per page so attendees can print them and use to write notes on it (print it out).
- Agreed that we didn't need to password protect the compendium. MG will contact hosting company and unlock the folder.

Vote: 9-0-1 MG abstained. Motion passed.

IX. Frank George - Bob Ward

A. Any other changes – none. Scoring tool only to committee not EB.

X. Registration Committee Report (Laurie Zaporzynski) – see Webmaster report.

XI. Information Center - Deanna Errico

Put everything on PowerPoint Presentation on an LCD that will run throughout registration time at check in booths. Everything is on it...60 slides...nearly 45 minutes long. Each slide gets about 10 seconds. Need feedback on this - if we want her to go back to a list format vs. the PowerPoint pictures. Hall of Fame list included - Would like to do pictures with this list in the future. Francis J. George Award winners - wanted to recognize things that they have done, not just the award. EATA Grant award winner - Erik Swartz' university put together a 2 minute clip and wants to put that out there for view. She will put it on BAV computer. Great job Deanna.

XII. Exhibits Reports - Bob O'Malley

Motion: Tim Weston motions to accept the Exhibit Reports (2)

Second: Robb Rehberg

Numbers this year are due to the economy. National level is also struggling with this. Going through their distributors instead and sharing a booth. Sold 46 booths and we are looking like a sold out room due to the change in room.

Discussion: Sharing booths are happening due to economy. Selling table tops now since we do not have any more booth space. A work in progress: We get early, with nothing in the middle, and then a rush at the end and after deadline.

Charge: Robb Rehberg, Bob O'Malley and Michael Goldenberg to create a non-published entry into the portal for the payment...we have them go to this link, to make credit card payment.

MG-we can do that next year. RR-will discuss with Michael and Bob O'Malley. Brede seems to be in control with this year's meeting.

Attendee email list: for Exhibitors before they arrive and after the Annual Meeting. We have no mechanism for this...to sign a one time list. PU-we should email it out ourselves so we don't give them our list. NATA has a policy, mechanism in place – for a sidebar that is a money maker. Should we do this? PU- would be so easy to make this list and designate a contact person (each district secretary) to do this and charge them \$100. (From what email address?) RR-my concern...when mixing this list with your other "D2 Wire" people will tend to not read the important stuff as well as all of the other ad-mail.

MG-one time use is important. RR-to regulate a "one time use" - throw in a dummy address - if you get it more than once – hit them with a fine. BOC charges 9 cents for name/address and \$100 fee. Charge 13 cents for pre and con list. For list rental request - \$200 non members, \$100 for members. Those with longer standing with the EATA, get a better rate than newbies respectfully.

Charge: Bob O'Malley with looking in to setting this pre and post structured Annual Meeting Contact List. Tim Westin will help out.

Discussion: PU- do we need to designate one company to a booth? RR-not as if 2 companies will be selling the same thing, the one company sells the other item the big company sells for them anyway.

Charge: Tim Weston with Bob O'Malley will look into what the DST, NATA is developing and bring this information back to the board in February conference call in order to develop a policy.

Bob McCloskey Insurance – pulled out due to family emergency. BO - can we consider a partial refund and/or a discount for next year in Buffalo? Our cost is \$100 and they are charged \$500. Can we offer a refund 50% or defer to next year? Exhibits have it own Refund Policy: if refund by a certain date – a service charge is accrued due to work done already. After Dec 1, tough luck no return. Last year we did this with Covidien because they didn't want to come.

Exhibit refund policy states: 95% by Nov 25, 75% between November 26 to December 1, after December 1 is no return. MG-I don't think we should give a free booth for next year. DS-Needs to be at the discretion of the Exhibit Chair. Note: Exhibit Refund Policy is not in current P&P – Bob O'Malley needs to put it down on paper. Need to add that new Refund policy for companies purchasing Exhibit Space for February conference call to discuss and vote upon.

Charge: Bob O'Malley with Providing the Executive Board with a Refund Policy for Exhibitor companies that pull out of our Annual Meeting by our Feb conference call. Add to it to allow for "discretion by the Exhibit Chair". Charlie Thompson also needs a copy of Refund Policy for the P&P.

Next year ideas for Buffalo:

Bank Of America – Mother of an athlete of Bob O'Malley's works for BOA community service – put together an educational aspect before our meeting and target the Buffalo/Western NY community on head injury/concussion – would BOA consider sponsoring this – yes. Put something together and present it to her. Open public forum workshop. Can we (EATA) pull something like this together and present this on Fri before our meeting. MG-if everything is covered, this can only be a win-win situation as long as costs are covered. RR- how do we advertise?

Charge: Bob O'Malley and John Davis come back with a presentation by February conference call.

Bob O'Malley would like to go up to the two Western Ontario colleges/universities – challenge them to send students down for the Quiz Bowl. Offer CATA member – charge a NATA registration fee. Yes, we already have that type of agreement.

Vote: 10-0-0 Unanimous. Motion carried.

XIII. Student Delegation President Report - Samantha Scarneo

Went back to the breakfast instead of lunch

Heinz Ward – bought a trophy to pass along to the winners of the taping contest.

1. Grassroots effort – what an athletic trainer does. Contest of making an information movie to promote our profession. Delegation made a competition out of who promotes their school more. The topic – “athletic trainers save lives” - to promote profession as a whole.
2. Form a Liaison National Committee Member – no communication with Nationals (NATASC). Needs a liaison between the two delegations. TD – suggests that the liaison be a non vote member on the Student Delegation Board?

Implemented a New Taping Contest: Location: Foyer area tonight. Beginning this contest this year and hopefully build upon in the future. 7 - D2 schools. 4 - D1 schools.

Like the freedom that they are getting this year to choose our or their lectures (student or certified). Like the breakfast better this year as well.

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

Motion: Michael Goldenberg motions to accept the Student Delegates Report.

Second: Tanya Dargusch

Changes this year: James L. Thornton Keynote Address, Graduate School Exhibitors, Mueller taping contest, NATASC liaison needed, thank you Bob O'Malley for your raffle gifts.

Grassroots month: Athletic Trainers Saves Lives – video for HS/MS for P.R. for those locations.

Delegation Manual:

Page 11 – to read: send changes through respective District Directors.

Section 4, page 15 – Reimbursement to the EATA Treasurer needs to be eliminated. Any reference to EATA Treasurer is incorrect – ALL REIMBURSEMENTS go through their respective DISTRICT TREASURERS only.

Student Delegation Chair would like all reimbursements to be kept same next year.

DISTRICTS pay everything for their respective Student Delegate's.

EATA "comps" the Registration ONLY.

Timeline as to how a State chooses Delegate – has to be kept loose – a suggested timeline. [DS- Suggests that you chose words that don't lock you in to specific times.]

New Delegates for next year: NH, VT, MA, NY, Eastern PA and NJ.

364 pre-registered students in December.

Vote: 10-0-0. Unanimous. Motion carried.

XV. Workshops Report - Steve Nemes

Motion: Tim Weston motions to accept the Workshop Report.

Second: Joe Scott

See Spreadsheet

Discussion:

Pre-registration: Numbers look good. \$4000 more than last year - due to John Davis choices and the speakers that he brought in this year. Great job!
20 on site registrations so far.

Concern - format not please with the tear outs – the new system. No BOC provider number or NJ Ed number info on the tear out for the card. Had to stamp each card. There are multiple workshops on one card. Once it leaves our hands, we don't know how they are going to report it. There is no proof of CE on our end unless we stamp it. Printer issues with Steve's printer. Getting old certificates for the on-site registrations and new ones for the pre-registered. If they had multiple workshops, Steve asked them to bring the card back if more than one initial / stamp.

Mistake – tear off card – 1st workshop is technically a 3 hour workshop for 3 ceus – not 2 about 30+ people – we must mail them a new certificate.

RR – the NJEd number is NOT NEEDED now – did away with that. DS – please eliminate that in our system.

Vote: 10-0-0. Unanimous. Motion carried.

XVI. Site Selection Committee Report - Bill vonLeer

Motion: Tim Weston motions to accept the Site Selection Report.

Second: Joe Scott

See spreadsheet on concessions

Discussion:

We are in a great spot right now – 3 choices that are dealing with that want us: Marriott Copley & Sheraton Copley in Boston, MA. and Westin in Providence RI.

These 3 properties are pushing hard for us.

We don't have to make a motion to sign a contract this week. Think we have some time right now. Think we have some time to decide.

Don't need to sign a contract this weekend. Some things may change by 6pm today.

All 3 very close on concessions. Sheraton Copley is run by Starwoods Properties, which runs the Westin Copley where we are now.

Costs:

F&B Minimums: Sheraton (\$45,000), Marriott (\$40,000), Westin (\$39,000)

Parking: much less in Providence (\$18 was suppose to be)

Advantages: All 3 can handle are numbers. Sheraton just had an \$80 mil renovation, Marriott have been stand-off-ish and not willing to work with us.

Sheraton is in process of negotiations with Kim and Bill.

Pre-Con Meeting – Weston told us about the 15% discount in the hotel. Where would our membership know that they had this discount? Need a sign placed at the check-in desk? Nice to know but where is the communication?

Ask: about change orders and the added cost factors (i.e. added tables and chairs etc)? Are their menu prices comparable?

A decision probably needs to be made before our February conference call.

Bill will come back with the details and a recommendation in the very near future.

Any pre-con meeting opportunities for any of these locations? Best deal would be \$99/nt.

It is much less expensive to go to Providence. Any chance of getting the contact information from a group that has used the Convention Center last year, so we can discuss their visit?

Conference call WILL be needed in near future.

Vote: 10-0-0. Unanimous. Motion carried.

Bill came back in at the end of our meeting to see if we would entertain a 2 year contract with a property. \$159.00/night for both contracts. They have a new hotel in AC, NJ and Philadelphia would not be able to fit us. Yes was our collective answer.

XVII. Committee Reports

A. By-Laws (Tim Sensor) No Report

1. Election Change –

Discussion: MG-in D2, must relinquish the one position with the other. They can't use the 6 month window. District 2 is in the process of doing this as well right now.

Question-We voted to change the Bylaw - adding a 6 month window to change it to: "starting with the date that the final election results of the second position are known"

Discussion:

Motion: Michael Goldenberg motions to not use the 6 month window. "The new person must relinquish the old position prior to taking the newly elected position."

Second: Bob Ward

Vote: 5-Yes (MG, RR, CT, JS) 4-No (CT, JD, TW, Joe S), 0-abstain. Tanya Dargusch absent. Motion carried.

Discussion:

Amend the motion: Tanya Dargusch makes a motion to amend the motion above (Article 7.0 - 7.1E: regarding the 6 month window) to eliminate the sentence "A six month window will be established for this individual to relinquish one of the positions".

Second: Paul Ullucci

Vote: 9-Yes 0-No. Jen Semle absent. Motion carried.

Conclusion: At Business Meeting on Sunday. Tim will bring change to membership on Sunday. 7.0-E which states:

Article 7.0 Election, Removal and Replacement of EATA Officers

7.1 Nominations and Elections

7.1-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.

Proposed Amendment of Bylaw:

7.1-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.

Result:

Eliminate last sentence: "A six month window will be established for this individual to relinquish one of the positions."

B. Sponsorship (Mark Bramble) No Report

1. Resignation - effective Jan. 2012

2. Committee members Steve and John are also are stepping down.

DS- entertaining thoughts for replacement names.

CT-we must be realistic on what our GOAL and EXPECTATIONS are and then have that person(s) fulfill that goal. In past we got sponsors to meet our lecture and workshops topics. A philosophy needs to be formulated by the Executive Board.

President Elect needs formulate expectations of what is needed for this job.

DS-this position is difficult. JD-Pres Elect must also do this depending on what their topics need.

TD-Important to have a set sponsorship person. What sponsors receive for their donation, needs to be set in stone or you can have a big issue with what is promised and what they receive in return.

Who is now com

Charge: John Davis to work with Bob O'Malley to work out this topic and philosophy for 2014 while they are going into the Buffalo site. They have some ideas for Buffalo already. See how it goes going into Buffalo.

Table this for now.

C. History & Archives (Jeff Stone)

Motion: Michael Goldenberg motions to approve the History & Archives Report

Second: Charlie Thompson

Vote: 10-0-0. Unanimous. Motion carried.

D. Honors & Awards (Joe Camillone) No report

E. Moyer Award (George O'Neil) No report

F. Research (Marjorie King)

Motion: Tim Westin motions to approve the Research Report.

Second: Michael Goldenberg

Discussion: only thing their committee is doing is going through their P&P manual and determining if there are any other changes that need to take effect.

Vote: 9-0-0 motion carried. Tonya Dargusch absent

G. Scholarship (Neil Curtis) No report

H. Election Report (Barbara Hemphill)

Verbal Report at Business Meeting

1. Secretary - vote of affirmation for EATA Secretary

2. Call for nominations for President Elect at Business Meeting. District meetings must inform membership as well.

XVIII. New Business

A. Looking at the program and format.

Discussion:

Our Monday is for 3 CEUs and how many members actually stay for the last day.

MG-comes down to what the talk is on the last day – it is all about the topic.

DS-Move the Pinky Newell on the first day – kick off the weekend?

MG-The Pinky Newell usually gets more people to the banquet.

BW-I don't want to necessarily change this but we must continue to be proactive to continue to look at.

B. Vote on meeting minutes by email - minutes on website as soon as completed.

Faster information out to our membership.

Motion: Michael Goldenberg motions to allow EATA Executive Board to vote to approve meeting minutes by electronic voting.

Second: Bob Ward

Bylaw change is necessary (amend the current Bylaw- see below) - Just minutes for our business meetings and/or conference calls.

Vote: 9-0-0. Motion carried. Rob Rehberg absent.

Bylaw Change #2 (Addition):

Article 6.0.Government

Adding a new section: "F"

To read: "An electronic vote by the Executive Board may be taken in order to approve both Executive Board and Annual Business Meeting Minutes for timely placement on the website for the membership's knowledge "

Motion: Tim Westin motions to amend the EATA Bylaw "6.0 section F" by adding this statement of motion above.

Second: Charlie Thompson

Vote: 9-0-0. Motion carried. Rob Rehberg absent.

C. Pinky Newell Address - outside the banquet - discussion

D. Quiz Bowl – was tabled from P&P.

Is it an EATA or District expense? EATA pays for – Room & Board. Districts have now incurred assistant Lindsey's cost. CT-This has been a process that has given great enjoyment and thus has increased our student numbers.

PU – cost/benefit – our district being chosen and then these students go on to NATA and their respective district pays. CT-this is part of the EATA Meeting. PU -This is a critical component of our Annual Meeting.

Cost – travel, one nights lodging, comp registration, plaques/trophy.

Motion: Paul Ullucci motions that EATA is financially responsible for the costs occurred for the two staff members for organizing the quiz bowl.

Seconded: Tanya Dargusch

Vote: 9-0-0. Unanimous. Motion carries.

CT is currently changing the last motion above in the P&P – comp. registration and 1 night hotel room for each (2 people).

- E. Presidential Award – for vendors. We had a discussion of possible company nominations for this award in our January meeting. Keep it the way it is for now – moot point.
- F. Educational Website – by Tom Gocke (AJ Duffy)
AJ gave Tom price list to put info in the registration packet. Not ready to do that at this time due to affordability.

Motion: Tim Westin and Charlie Thompson collectively motion to adjourn their last EB Meeting at 4:32pm

Financial Advisor - Lisa Quadrini - AFTER DINNER

Respectfully Submitted:

Jennifer R. Semle, Secretary