

EATA Conference Call Minutes
February 25, 2010
8:00AM – 9:30AM

EATA Board Members Present: Doug Mann, Bob Ward, Diane Sartanowicz, John Furtado, Jennifer Semle, Tim Weston, Michael Goldenberg, Jeff Stone, Jim Thornton, Paul Ullucci, Charlie Thompson, Tanya Dargausch

- I. Call To Order (8am) – Bob Ward
- II. Secretary’s Report - Jennifer Semle
Motion: Charlie Thompson to accept report. Second: Diane Sartanowicz
 - a. Approval of January 2010 Executive Council Meeting Minutes
 - b. Approval of January 2010 EATA Business Meeting MinutesMotion: Jeff Stone motioned to approve both Executive Council and Business Meeting Minutes January 2010 Second: Tim Weston Vote: Unanimous
- III. Treasurer’s Report on EATA– John Furtado ***See Spreadsheets*
Motion: James Thornton makes motions to accept the January Post January 2010 EATA Treasurers Report. Second: Paul Ullucci
 - a. Budget of EATA Convention – (line item pages)
 1. Income line shows that we are doing very well with donations and exhibitors (pg2)
 2. Registration is at 870, which is over what we anticipated. A lot more people went online this year (240-250 on-site).
 3. Sponsorship is in the “red” because it takes a while to get the money into us from the sponsors. Suggestion: to work on the specific dates and a contact person to complete this process in a timely manner.
 4. Conference Expenses are all paid out. Note: Catering was up due to the higher number attending the banquet (pg7).
 5. Continuation Expenses are clumped in to groups. Overall, we saved \$1100 due to comp rooms not used and Diane saving money thru donations (pg8).
 6. Expenses paid out for travel – EATA BOD and Chairmen were outside of conference budget this includes parking expenses etc. (Pg10)
 7. Overall – \$179,262 paid out and \$6924 left over in the budget, not including what is owed to us (in Sponsorships)
 8. Upcoming expenses – monthly fees, pay pal, history & archives, conference calls, laptop for Bob Ward, warrantees, John Davis computer tower needed, June meeting (Pg 12)
 9. Money (Pg 13)
Scholarship – \$168,000.

Cash - \$22,000 Re-invest some of this in the near future.
Research Acct - \$122,000. Close to where the money
amount was before stock market “tanked”.
Main Account - \$15,000. Move around the school/research
will be re-invested.

10. Taxes- have been paid

Treasurer Report Vote: Unanimous

- b. Cost reductions/recommendations
- IV. Incoming President on 2011 EATA Program Report - Diane Sartanowicz
- a. EATA Program Chairperson’s Follow-up Report – Jan 2010
Post 2010 report – feedback that she got was good. Unexpected surprises from the Brede Co. It was a great success and hope that our members got what they wanted and needed. Kudos to Michael Goldenberg for the online feedback - 330 responses came back.
 - b. EATA Program Chairperson’s Current Program Report – Jan 2011
*** 2011 Philly Program & Possible Topics*
2011 program update - Relying on the D2 people for contacts– thank you. Right now, we are just putting the pieces together. We did not make any drastic changes from last year’s template. Workshop buffer is needed to give time enough to flip the room. Steve Nemes agrees that this format gives more time. Steve liked the Saturday times – have to keep it and run. We are filling the holes at this point. Lots of concerns with waiting for Marriott with the room situation – way too late! Lisa Quadrini – would love to do a workshop (and possible lecture too) – already on board. (BW)-Diane did a great job last year (claps of agreement). Move onto the program and we will fit us into the hotel somehow. (JF) if concurrent sessions – D1 has a room on Sun – to utilize the room that we are already paying for – big hall room.
- V. Site Selection – Needs to work more closely with Convention Committee in terms of daily logistics of running convention.
- a. Problem with 2011 site:
Philadelphia Marriott 2011 status report (Bob, Doug, John)
We went down there to look at the specifics of the sizes of rooms. We never got out of the lobby due to the information of new construction/renovations once again. Decision was to contact Kim Lyons. Kim has already sent out RFPs to all places in Philly. Fri she will meet them at their meeting. She will get back to us next week. We have a corporate rep that oversees us. We will wait and see what our options are after Kim’s visit. (DM)Some comments received after the Valley Forge Meeting – not clean, not as nice as the Marriott etc. Philly Marriott will get back to us the end of March. (BW) - Does not have a good feeling on this, it was on the books for a while and they did not come forward to let us know what was going on etc. (JF) Kim’s approach was that we need to move on this. This is the 2nd time they have done this to us...they don’t respect our group. At least we have security on where we will have to be. We need to move on this in the next few weeks. (DM) – remember...we didn’t have the large student program (plated luncheon etc) that we have now. The Sheraton does not have that space that we need now. (JF) Kim knows what we need for us and our students. (CT) That is why we signed with Marriott – b/c all the rest of the hotels did not have the space for us. (DM) – if we pull out and we think we should not

get any compensation...this is the 2nd time. (BW)-this not only affects the Phila. Marriott, it affects the Boston Marriott as well. This is where the powers of “Conference Direct” abilities come into play! I feel like we should/will get something out of this. It just is not fair.

- b. Hired Kim Lyons – current contract works
- c. Compensation? – happens after contracted event is finished
- VI. Evaluations (Mike, Diane)
 - a. How did “Survey Monkey” workout? BW-any problems? MG-great response. It’s ok to shut it down (cost is \$23/month) for March 20th is deadline-already paid for it until then.
- VII. Exhibit Committee
- VIII. Awards Discussion
 - a. Francis J. George Scholarship Award changes in criteria-(EATA Award) Francis J. George Scholarship Award
 - b. Presidential – discussion of potential candidates
- IX. Committee Reports
 - Motion:** Jim Thornton motions to accept Committee report. **Second:** Charlie Thompson.
 - a. Registration – had questions regarding the CEU’s. Set up a committee to look at situation? (JF) Uniformity - to keep it the way the NATA does it (i.e. leave the responsibility on our members). JT agree with JF should stay in line with NATA. DS stays in line with BOC. PU wants certif. that went to EATA maximum CEUs. I am reporting this. DS-yes. Board – how many do we accept?
Student in registration – JF if we don’t get the volunteers that we need, we do have one extra person. Do we need to compensate this person. Registration Chair assistants (2) – Rotsky to phase into the Registration Chair upon vacancy.
Motion: John Furtado motions to change the wording in the Policy & Procedure Manual for the assistant to become plural. **Second:** Paul Ullucci **Vote:** Unanimous.
 - b. Information Center – Bob Ward spoke for Deanna – the boards have to be in by Friday night – company that does this will cost us more money. JF – Bob needs to verify. Deanna – problem with boards that they have. BW - grouping and what the cost are. Cut down on the amount of storing and transports.
 - c. Workshops - Fri session – Steve is there working 6:30am until 8pm. Need to get him some help to cover. Shouldn’t cost anything else for this. Comp registration is not necessary. Room with Steve – Chris Reidy
 - d. Nominations – President Elect (4) Treasurer (2) Not necessary to have in writing. Discussion – CT email from last night
 - e. Site Selection – 2011 and 2013 Idea - In April, send out info and get back to us in June
Committee Reports Vote: Unanimous

ExSession 9:06am – 9:17am

- X. Student Delegation
 - a. Quiz Bowl (Mike Goldenberg)
Technical problem - Discussion – Greg Janik has been doing this all on his own and not even a “tech” guy. He wanted to put together a committee because of constraints of program

increases. He is becoming the next President of PATS. We really don't have a good computer for this program. I know we were concerned about cost factor – there really is not an increase. Greg knows a lady who knows the program inside and out. Figure that a new computer system will work. FYI- the NATA flies the program developer in to run the program each year. (BW) what does Greg need at this stage of the game? (MG) First, Greg needs to formulate a committee. I don't even think he took the comp room.

Discussion - To purchase a new computer for the quiz bowl needs that can be used for registration or other needs as well. MG/DS.

Charge: John to put together an inventory to see how and what to use for what duties.

Charge: Diane to contact Mary MZ. to be the conduit between the students and be part of committee.

Motion: Charlie Thompson made a motion to allow Quiz Bowl Chairman to form a quiz bowl committee. Second: Jeff Stone Vote: Unanimous

b. Student Delegation Travel (Paul)

Concerned about the money handed out for travel as costs go up. Point – limit the maximum amount of money to \$200 per representative = 1200 or more(chair) (Maximum – therefore, they do not have to spend all of this). Not an “all expenses paid” trip. JF- if the meeting is in your district, reimbursement should be \$200 max and if out of your district \$300 max. JT – total agreement. We have seen abuse of this. Originally we would like the curric to assist them with their food and travel expenses. CT-put together a guideline. Propose by districts – only pay for the cheapest flight on the nearest airport or drive – whatever is cheaper. Look at hotel expenses: ½ night room JT - Is there a reason why we HAVE to pay mileage. MG \$200 for travel and they figure it out and show receipts. CT- my proposal by Dec 1st – how many miles from home to conf, closest airport and then tell them how they are to travel.

Motion: Paul Ullucci makes motion to amend the P&P up to \$200 for the cheapest transportation. Receipts are a must. Second: James Thornton Vote: Unanimous

Charge: Jen Semle to make sure this information gets to Mary for the student delegation.

XI. P&P Manual Changes – JSemle sent copy out thru email

XII. New Business

- a. Schedule June meeting in Philadelphia on site especially if possibility of having issues with Marriott. Date and location for June Meeting - combining this with the NATA mtg. Wait until Kim Lyons reports back to us. Maybe have mtg at the venue where we go for next year – cost complimentary due to cancellation of Jan 2011.

XIII. Calendar Updates in P&P

- a. Motions Updated List:

MOTIONS / CHARGES FROM JANUARY BOARD MEETINGS

Motion: Charlie Thompson motioned to accept the Treasurer's recommendation on updated cancellation policy with refund being 80% refund. A 20% administration fee.

Second: Tim Westin Vote: unanimous

Jen – changed in P&P

Motion: Charlie Thompson motioned to have the Treasurer in conjunction with the President Elect has the authority to make individual adjustments to this policy that are in the best interest of the organization and the individuals. Second: Tim Weston Vote: unanimous.

Jen – where do we place this?

Charge: Jen Semle to adjust the P&P for 2011 – with the new addition of cancel policy – from 50% to 5%.

Jen – placed in P&P

CD - instead of CD we can use the website for speaker presentations instead of CD – it's more economical. We must give it out after Conference for the attendees only.

Discussion-

To be able to utilize it by attendee number (need to print this # on badge) – need to change hosting company and could cost more money. Cost is \$900 right now for the CD this year. What does the NATA do? It is available to the whole membership after conference.

Charge: Michael Goldenberg, John Furtado, and Paul Ullucci to find out the cost of changing over another host and make this available on line.

Mike/Paul?

Charge: The District Directors - Executive Council to give names for the election this year in our February conference call.

Jim/Stoney?

Charge- Steve Nemes to give us a report on how the overlap/stacking of the workshop went.

Steve N/ - see committee report

Motion: James Thornton motions that the President, Past President and Secretary look at the form, “tweek” the form and send to the board for vote on the Frank George Award

Second: Doug Mann Vote: unanimous

Discussion-PU/MG discussed that we do not have to hand out the award if the candidates are not up to caliber. PU- We are not looking for someone that is in the lab only. DS-the flaw is how you assign points. Clinical plus research, and give presentations - over and above their job description. Are we giving more to the publisher or the athletic trainer clinician.

Motion: James Thornton makes motion to have the President, Past President and Secretary do a screening process of the candidate to 4 to send to the Executive Board for a vote for the Frank George Award. Second: Tim Weston Vote: unanimous

Charge: Subcommittee Due in June and re-vamp in April (due October 1, 2010). PU, DM, JS, BW. Review and tweak form, get comments, in order to vote on it – looking a criteria and weight it differently.

Bob – has not been done

Charge: BW to handle the Philly Marriott past history issue - to “re-visit” what happened in past to make sure there are no issues with construction like last time.

Bob – met with on 23rd

Charge: Mark Bramble and Bob O'Malley get together to come up with a plan of action for next year.

Bob – no action yet

Charge: Michael Goldenberg to meet with Greg Janik to discuss software issues-technical support.

Mike

JF – better job in regulating paperwork packets and not give out the packet to the new on site registered people – no guarantee if you register at site. We ran out last year. BW - people behind counter need to do better job.

XIV. Adjourn – Motion: Paul Ullucci motions to adjourn meeting. Seconded: Jen Semle
Vote: Unanimous. Respectfully at 9:34AM