

**Eastern Athletic Trainers' Association**  
**Executive Board Meeting Minutes**  
**January, 8, 2010 8:30AM**

EATA Executive Board Members Present: Douglas Mann, Bob Ward, Diane Sartanowicz, John Furtado, Jennifer Semle, Tim Weston, Mike Goldenberg, Jeff Stone, Jim Thornton, Paul Ullucci, Charlie Thompson, Tayna Dargausch (incoming District 1 Secretary) Student Delegates: Bridget Spooner, Molly Burgess Chairpersons: Steve Nemes, Deanna Errico, Bob O'Malley, Mary Mundrane-Zweiacher, Bill vonLeer, Mark Bramble Special Guest: Kim Lyons – Conference Direct Missing: Joe Scott (incoming District 1 Treasurer)

**Call to Order** – (Bob Ward - 8:30am)  
Welcome to the 62<sup>nd</sup> EATA Meeting

**I. Secretary's Report** - (Jen Semle)

**Motion:** Charlie Thompson motioned to accept report: **Second:** Tim Weston

1. Approval of minutes
  - a. November 22, 2009
    - i. Corrections to Minutes: technical

**Motion:** Charlie Thompson motioned to accept the November 22, 2009 Secretary's Minutes. **Second:** Tim Weston **Vote:** unanimous

- b. July 21, 2009  
Pinky Newell Award Discussion – Minutes - 4 candidates
  1. Steve Bair
  2. Kathy Laqualle

**Motion:** Tim Weston motioned to accept the July 21, 2009 Secretary's Minutes **Second:** Jim Thornton. **Vote:** unanimous

BW- Thank you Jen Semle for getting Policy & Procedures and Bylaws updated

**II. Treasurer's Report** - (John Furtado)

**Motion:** Mike Goldenberg motioned to accept the Treasurer's Report. **Second:** Tim Weston

1. Income
  - a. Donations- Research Account – did very well this year.
  - b. Scholarship  
Checks Received/Not Received – Pending a few items. (Frank George)
2. Exhibitors -- Bob O'Malley has done an awesome job this year.
  - a. \$19067.00 Collected as of 1/06/10 (Exhibitor Income) – Pay out approximate \$10,000
  - b. J&J Booth cost
  - c. New Sponsor Chair – need new policies to help with this
  - d. Need to find dollar amount for comp booth

3. Registration Breakdown: (see John Furtado's report)
  - a. Checks were high - \$10,295.00 (one day hopes to get rid of this altogether)
  - b. Credit Cards – excellent
  - c. Workshops – didn't do as well as like, limited numbers, some less attractive and reflect there.
  - d. Total: \$120,330      Budgeted: \$136,000
4. Sponsorship
5. Lectures -
 

Breakdown: Pending Chattanooga takes 3 months to cut the check for Craig Denegar's talk - \$1500 grant \$2500.00 - where we wanted to be  
Total: \$150,000.00
6. On site Projected Income
 

100-150  
Workshops – 10-15
7. Review overall Economy
  - a. Current Assets allocations – Lisa Quadrini- usually gets us good info.  
Have a lot of cash - to be spent for this conference  
After Conference – re-adjust, communicate our needs.  
Cash – \$63k available  
CD - \$75k matures January 11, 2010
  - b. Scholarship Account  
Cash - \$22k available – due to a bond that came due. Have another one coming due in July 2010
  - c. Research Account
  - d. Cash \$33K- not sure how we are doing with the conference – in Feb reexamine
  - e. Bond
  - f. Net Worth- (see Chart)  
Assets/ Liabilities – almost back to where we were in '08 before economy (\$8000)
  - g. Overall – we are safe
  - h. Discussion on Scholarships – endowed? Close to 3 or 4 soon. Making interest. EATA pays for 2 total scholarships.
8. Conference –
  - a. Cancellation insurance policy is paid up
  - b. Re-imburement- not many requests made by first day of conference – 2 people only to pay out.
  - c. Research Account–paying out the grant winner from last year – that is presenting this year
  - d. Speaker gifts/ travel/conference calls
  - e. KTA company-donated materials for the taping workshop
9. Other expenses-
  - a. Deb Boyn
  - b. Insurance
  - c. Phone

- d. Storage
- 10. Pre Registration numbers - PAID
  - Breakdown (see John's report) Students vs. Certified (Paid)
  - Total: 1092
- 11. Pre-Registration Overview
  - Online went well – great to not have P.O.Box anymore
  - Problem with a specific college students – were coming but did not
- 12. Check option was very successful overall – see report
  - 117 pre-registration
- 13. Cancellation Policy – 20% return – why so much? When do the numbers need to be in for the banquet? DS-few days before.
  - Recommendations
    - a. New Cancellation Policy –
      - Refund 95% up until Dec 15<sup>th</sup>
      - Refund 80% Dec 16-31
      - (DM)How much work does this cost you – not much
      - MG when does the hotel need to know? DS 3 work days ahead
      - JF we have the emergency issue.

**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

Discussion-

20% refund is now. They must contact the Treasurer only. (DS) Have to put it on the website. MG said that it is on the website. The more we put "up front" the less problems we will have. (DS) in emergency – i.e. deployment. Depends on the date of removal – Don't think we should give back the total amount. What constitutes an emergency – any issue after the deadline (Dec 31<sup>st</sup>).

b. Emergency-

**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 is in the best interest of the organization and the individuals. **Second:** Tim Weston **Vote:** unanimous

Discussion-

JT Comments that we are able to attend EATA and to be here every day due to our military. Thinks that it is a good idea for us to fully refund a military issue of deployment. When we are at war, this should be considered. This is an unusual situation. JF-we need to have documentation. We are taking their word. The person was adamant that they wanted a full refund. JF we have to be consistent.

**Went into Executive Session**

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

- 14. 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.

### III. **Elections Report** - (Mark Cherwony given by Bob Ward)

1. Election President-Elect – open to D1 or D2 member for this one. D1 follows D2.

Discussion –

MG vision-why we changed policy – concern about the number of people who want to run the office from one district. If there is only 1 person running...should we open it up to the other district? PU-there is a problem with just one person running for an office. There are enough people to drag into running against– add to the number to give the opportunity to make another choice. CT I get truly concerned when there isn't an election. We should have elections that aren't a "one horse" race. Example: pres election – there should be more than 1 person for an election. This coming election: D1 one D2 one then open it up. We do not want to have 3 candidates in these positions. Wait until the deadline and then add the other district. PU- the student delegates are here in our board meeting to push to not allow this to happen. The districts should push to get someone to represent their district. JT-don't know if we can make policy for "what if's". BW-This is EATA, we are not making political decisions here but putting on an educational conference. CT we are covering 2 district meetings at the same time –it is a big influence. We understand what goes into putting this program on. They must have some sort of a background.

Table further discussion to see how things go next year....to see if how it works out. JT –The Executive Board needs to trust the district councils - Board Presidents to get this done. CT – in our post Feb. conf conference call – agenda item - give names at this point from each district.

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

2. Election Treasurer

### IV. **Program Chairperson's Report** – (Diane Sartanowicz )

1. Program –

Biggest concern for topics – you plan so far out that we miss state meetings that was outstanding speaker....we are full at this point. We also miss nationals. How do you pick your presenters at EATA's? How does one get to present at Nationals? It feels like we are missing a lot of people and opportunities. Tried to decrease costs of gifts etc. but try not to nickel and dime. Sponsorship position changed – was bad timing. CT -You have to look at members as sounding board. If they present in June, you don't want them speaking again right away.

You want to make sure there is enough space in between so it is not the same thing for the year. Find people in your district. Use these contacts in your district to save money. Program is the primary goal – so we may have to fly that person in and eat the cost if they are the BEST person for the talk. We are on the right track. JT –NATA keeps track of all topics and speakers and don't repeat for 4 years.

2. Workshops –

Four workshops closed out again this year from the suggestions from last year. JF Maybe the presenters present the SAME workshop TWICE. BW-request for the directors - is it possible on NATA website – to find out who they use ex: meeting planner relationships/organizations such as “a leadership directory” Ex: orthopedic casting and bracing. NATA has relationship with a certain company for specific topic – concerned that we were not using them specifically. Look at these organizations but not required to use them. CT-We need to look for the companies that will pay for the products used. JT-Nationals are only really concerned by the sponsorships, not the topics. BW-Look at it for just a resource to use for coming up with topics. PU- Have to keep brainstorming for topics from the membership – quick, more direct way of getting topics for what they want to see. Give them what they want. DS-We are looking to get information from the surveys at EATA. JF -This is hard to do because we have many topics now. MG as long as the topics are in by AUG 1<sup>st</sup> for webmaster. DS-Michael Goldenberg is amazing at what he does- thank you. JF – As the treasurer, I put the budget report together by MAY in order to piece together what we actually NEED to know for the cost of everything. Marriott – high prices here and you have to adjust your budget to WHERE you are. So, by February conference call we need to get the topics set/on board.

V. **Workshop Report** - (Steve Nemes)

- a. Numbers: 196 total (3 today on site and 2 today) 10,355
- b. Concern: some of workshops may need to add additional people. Speaker however, are requesting smaller numbers– bump it up about 10/12 people. Ex: MRI- closed down-35 but can have 50 in there. CT – setting up workshop that they are not a long lecture it truly IS a “hands on” workshop.
- c. Suggestion-when write description – indicate the majority of workshop is “hands on”, “50/50” or “interactive” lingo.
- d. Concern: (hind-site) The overlap concern-using rooms back to back –need a buffer (half hour) for transaction on breakdown/set-up time and over the time limit. Further questions, take it outside the room.

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

VI. **Director's Reports** - (Jeff Stone, Jim Thornton)

- a. Athletic Trainers Services Document – Completed December 5, 2010. Document that outlines the basic entry level services that an athletic trainer is qualified to provide. Statement is approved by Board and will be posted in end of Jan/Feb.
- b. Sports Safety program – relationship with this group with revenue stream
- c. AOSSM Stop program – youth injuries
- d. Convention outlook  
NATA site outlook - until 2014 Indianapolis. Future: 2010 Philadelphia, 2011-New Orleans, St Louis, Vegas, Indianapolis, St Louis, an eastern site: Boston – issues on hotel rooms surrounding, Faneuil Hall is too far, waterfront, shuttles to hotels etc. as well. Baltimore and Atlanta are other possible sites that are being looked into.
- e. Operating budget  
\$30,000 - to legislative grants. We had to increase legislative \$75,000+ \$30,000 issues. \$330,000 total issues - out of \$500,000 requested. Now redirects funds to the districts – now going directly to the states. JSt – Districts money went to technology in the past - laptops etc. prior.
- f. Secondary School Study  
The person for the job did not work out – going back to the other 20 individuals. This study should also record non time loss. Tool that was used was not legitimate after spending \$60,000.
- g. Issue- Education of HS students

Discussion:

Student Aide Document – Education of high school students to introduce them to athletic training. Issue - to use these “aids” as work force, coverage. What is inappropriate for HS aides to do? (Anything outside of direct supervision of the certified athletic trainer). NATA Board will provide a statement regarding what is appropriate. The Certified Athletic Trainer needs to understand the State Law regarding workforce. High school kids are still kids and have not taken any athletic training classes. The last thing we want to do is take a way an athletic training job away from a certified athletic trainer. There is an issue at the secondary level that they are working on. Athletic Trainers provide “healthcare” not “coverage”. Student delegates need to bring this back to their delegation and let us know what they think etc. This is a safety issue. TD-this is a statement – how do you enforce this statement?! CT-the statement puts the ownership with the certified athletic trainer at the high school level. This sets a “standard” to present to your administration. Let’s make sure this is not a band-aid to the problem- make it a solution. JF Your institution may have to reconsider – can we support all of these sports? Do we have to hire another ATC or drop sports. JT It is an issue for ATC employment. If we are using students to cover that up, this is a problem. Remind ATC out there – it is up to us to protect the student aide as well as the student athlete. TD-What about the possibility of creating a guideline of what a successful program is (i.e. a tool to use) to help our situation. Change it in a positive light.

VII. **Webmaster’s Report** - (Michael Goldenberg)

- a. Numbers are skewed. 67% registered in December especially the last 4 days. (463 in the last week/92 in the last day) Exhibitors – 2 more than in the past.
- b. General problems- had an issue with the hosting company and the email invitation. Our data is so huge with 4000 lines of data – the system couldn't handle. MG waited 2 weeks to try to fix the issue. Promise that this will be done for next year. We had 2 different websites behind the scenes that cause double work for JF and MG etc. Last year, 145 people sent in a request for their personalized link. This year we only had 30 requests. Why push for Sept 1 at launching date? Due to secondary school re-imbursments takes about 3 months to process. Deadline is 9/1.
- c. CD-Diane did a great job getting the people to send in the information super early. She did a great job at editing the information. Hopefully our members liked it. Board possibly looking to put CD up online for next year but there are issues.

VIII. **Info Center** – (Deanna Errico)

Hall of Fame – foam boards getting beat up over the years. Right now she's playing with different materials (laminated) to keep them fresh looking. (Organize by the year of induction) Fellows-made displays. Service award winners- made displays as well.

IX. **Frank George Discussion** – (Doug Mann)

Suggestions- We had about 11 applicants. We need to “pre-screen” prior to a vote by our Executive Board.

**Subcommittee “Prescreening” Process-** Past President, President and Secretary need to get it down to 2 to 4. It becomes an issue of time for each of us to read and put into a chart. Need to have at least 2! P&P needs to reflect this change.

**Motion:** Jim Thornton motioned that the president, past president and secretary do a screening process of the candidate to 4 individuals to send to the Executive Board for a vote for the Frank George Award. **Second:** Tim Weston **Vote:** unanimous

**Motion:** Jim Thornton motioned that the past president, president and secretary look at the form, “tweak” 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?

**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 at criteria and weigh it differently.

X. **Exhibits Report** - (Bob O'Malley)

- a. Overview - 54 booths, 3 states, Research Ed. Foundation and Johnson & Johnson is the only national sponsor, 3 speaker sponsorships - get a booth and 1 speaker sponsor - gets half price booth.  
Total: 46 paying exhibitors for \$20,025
- b. Number of Sponsors – a lot of new sponsors-came on in the last month or so. At NATA last June-cards were handed out. 7 brand new sponsors and mentioned getting the postcard during NATA. (Esp. the Philly area next year. Hand out the cards every year.
- c. Exhibit Education Series Flyer – every exhibitor gets a few minutes in front of brief product info from 2pm to 2:50pm on Sat. Maybe next year – could be another source of income. MG – how to advertise on a pad/easel to further advertise so people can easily see the important info. BO will talk with Sponsorship to create possible “packages”. Lost a lot of small exhibitors that have merged with larger existing companies. Future looking for 60 booths max due to allotted space. Look for 50 and a max of 60. Cardiac Science – gave 50% discount on booth and speaker fees. \$250/speaker – they asked how come you charge SO little money for your speaker fees. BW-great job Bob O’Malley.

**Lunch**

**Call to Order-** Bob Ward (1:45)

**XI. Student Delegation Presidents Report – (Bridget Spooner)**

- a. “From Crutch to Clutch” theme – based on increasing the athlete’s performance
- b. Jim Rowe –Keynote lunch speaker in the afternoon
- c. Raffles – prizes decreased due to economy
- d. Program changes- due to feedback from 2009 reports/delegates/Executive Board
- e. Webpage (Victoria)- increasing social network, maintained daily, clubs joined
- f. E-blast – Michael Goldenberg sent out
- g. Goals:
  - 1. Increase participation of both districts
  - 2. Increase awareness of athletic trainers not “trainers” in media.
- h. EATA delegation
- i. Grassroots contest – Started in EATA- now went National (NATA News).
- j. HR1137- Show the legislative process at their state level with a letter to help them become involved
- k. Student numbers are higher than last year.

Discussion -

JT-this student delegation has gone above and beyond our expectations. Doing an unbelievable job and surpassing the other districts hands down. We are very proud of all of you as well as the whole board. MG-In comparing to the last few years – they’re doing a great job. Are there any roadblocks that you have found that we can help you with? BS-Speaker was expensive but clearly the best speaker – highlight of the student

conference. MG-The delegation should think about putting a possible “projected budget” together to give to Mary and discuss in our budget meeting in June.

CT- we are training you now to be future leaders....to work within your budget.

241 students registered members and 81 students that are not members. Get Stoney the information of what colleges they are from in order to educate them on becoming a member.

**XII. Student Delegation Chairperson’s Report - (Mary Mundrane-Zweiacher)**

**Motion:** Charlie Thompson motioned to accept Student Delegation Chairs report.

**Second:** Tim Weston **Vote:** unanimous

Bridget has been an excellent president and this year’s Board was outstanding as well. MG-If you have any special needs, the report must be made to us by end of Feb. in order to put it in our June Budget conference call. (Example: gifts honorariums, speaker gifts etc.) JT-That way if a special project is wanted, we can look into the specifics. Want the Student Delegates to make a budget, plan a program etc – an educational process. These are our future leaders. PU-do we know how much this costs and how much we bring in?

**XIII. Bylaws committee report – (Jen Semle)**

Up to date to 2008 and a clean copy is on the website

Updated the election procedure

**Charge:** Secretary Jen Semle to send out Bylaws to Tanya and Joe

**XIV. Site Selection Committee Report - (Bill von Leer)**

**Motion:** Charlie Thompson motioned to accept the site selection report as is.

**Second:** Tim Weston **Vote:** Unanimous

Conference Direct CD – Kim Lyons (hotel business since 1987) a full-service meeting planning company.

- a. Commission based on the room revenue generated – 10% for bringing us to the venue.
- b. They have no alliance with any specific hotel/chain. They are tripping over themselves to get CD’s business. CD has relationships with a vast number of businesses that use them. Work with global sales people at all the major chains. If CD is not happy, then they take their business elsewhere. Leverage. If colleague booked the same hotel and got a better rate, they can leverage the hotel to get the same price.
- c. Would not get a hotel rate that we couldn’t get ourselves – need to lower those rates for our members. Re-negotiate rate contracts to get better price throughout the year. The hotel wants to be full – “heads on beds”.
- d. Will not be here during the meeting. CD does the research on the venue and passes the info to our point person on staff (Pres Elect)
- e. There are a limited number of hotels that we could use for our venue.
- f. Has a copy of a portfolio – she does the legwork - narrows down the hotels, distance to the airport and other costs, restaurants etc. No add on clause. Site selection itinerary.

- g. Parking and AV rates – are a separate entity and not covered in price. Can negotiate this as an “aside” if we want.
- h. Certain things that aren’t addressed in your current contract.
- i. Clean slate with the hotel. The tough decisions she handles.
- j. All about research and numbers. Comprehensive response form given to you.
- k. When do you get paid? Not until the contract is signed (2014). So you would be working for us now until the signing of the contract, before you got a dime? Yes. Sometimes a venue will give us a small percentage up front, but usually not until the contract is signed.
- l. Right now we are looking at 2014. After 2013, Buffalo would be the first year. RFP for 2014 should be placed in June and wrap up in March. We have time – we are right where we want to be.
- m. Other ways to work for us – to negotiate the F&B rates for the prices that are a year or two before to contract for 2014.
- n. New Venue Suggestions: Foxwoods, Poconos, Atlantic City

**Motion:** Paul Ullucci motioned to accept Kim Lyons, from Conference Direct, to be our site negotiator, effect today. **Second:** Jeff Stone **Vote:** Unanimous

CT-Suggestion-to call Philly Marriott – to let them know that we have been advised to contact them through our new meeting planner.

**Charge:** Bob Ward 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.

Who handles the contract once Conference Direct is finished and carries through to the end of conference? Site Selection Chair and President Elect.

#### XV. Sponsorship Committee Report - (Mark Bramble)

**Motion:** Charlie Thompson motioned to accept the Sponsorship Committees report. **Second:** John Furtado **Vote:** Unanimous

**Motion:** Charlie Thompson motioned to accept Chairman Mark Bramble’s Sponsorship Committee of Steve Kennelly and John Rock as committee members. **Second:** Jeff Stone **Vote:** Unanimous

Committee Report Proposal handout – doctor practices are looking to hand out money to our organizations. Plan for future guidelines (see handouts) [as well as product cost]

- a. Four main areas of Non Exhibitor MUSTS:
  - i. Lecture Sponsor – \$500 current cost factor – New: have different levels of sponsorships. Discuss more with Bob O’Malley
  - ii. Workshop Sponsor – costs us a little bit more. Banner, displays (electronic or board)
  - iii. Conference CD – Lists sponsors right on the cover currently. Costs us: \$1200. Charge the sponsor: \$2500 with recorded advertisement (30/60 to 90 seconds). Opportunities for cover

advertisement. \*\*See what MG comes up with for the cost of putting the CD on the website. No decision made at this time. Moot point if the reason that we put on website is the cost factor and it gets sponsored.

- iv. Registration Gift – Costs us: \$2500.
- b. Other Potential areas for Sponsorship:
  - i. AV
  - ii. Speaker Gift – not crazy about this – a gratitude gift
  - iii. Banquet Sponsor – Titanium Level \$5000+ (could be multiple groups- then difficult to promote as THE sponsor)
- c. Packages for Exhibitors

Discussion:

TD- in your hand-out, you are charging the Lecture Sponsor less than the Workshop Sponsor – the lecture has more people attending, thus reaches more people for less money. Point-make them the same price, as to not lose any money. Cost factor for materials, therefore, a higher cost for the workshop. DM-good point-in the workshop, you may have targeted people in the specific product to buy, therefore, would reach more individuals that would be more likely to purchase materials for usage. There is value in both. This gives the buyer another option of sponsorship. BO-Workshop – when the supplier has the product in their hand and uses it – a better chance of a sale for them. April Meeting-assign prices at this time, due to prices of Philly to Boston. TD-need to stay consistent in the prices or this gets us in trouble with other companies-it's been a problem in the past. BW-we have six different choices for negotiations. JF-workshops-depends on how many hours – correlates with the price. Look at it a little closer towards April. MB-covering cost of the workshop? MG-offer a table outside the workshop to sell their products that they are using. MB-to offer a discount cost to a booth to sell their product(s) from the workshop. BO-put the package and the program together based on what we are throwing out to the public. TD- It is valuable to show a set sponsorship level - think about it for the next year to budget for next year.

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

New Ideas:

- a. Individual States or organization - sponsor a lecture. JT – great point to approach the states. If we didn't have EATA, D1 and D2 would have to put on their own conference which would cost more. They have the money for this.
- b. Move scholarship letters/literature over to sponsorship committee with our mission statement with the different levels (depending on the lecture)
- c. “Sole Sponsor” opportunity – Power Point put up and run in between lectures-reminds people of the banquet to get more people to attend

Deadline- needs the check by a certain date.

**Charge:** For the Conference Call in early February (President, President Elect, Treasurer, Secretary, Exhibit Chair, and Sponsorship Chair) to discuss if we may have a sponsor to put on the lecture. Kind of get the ball rolling and get money.

JSt - a great first effort. Well done on report.

## **XVI. New Business**

- a. Updating calendar in policy and procedures manual  
Add additional information duties for Bill vonLear to assist President Elect with hotel confirmations.  
**Charge:** Secretary to update the P&P with the additional duties for the Site Selection Chair to assist the President Elect with hotel confirmations.
- b. Comp registration/hotel/- review changes in policy and procedures –tabled because John needs to be here for this. Who is getting what comps and that we are not wasting money.
- c. Pinky Newell address  
Move from dinner to keynote address on Saturday morning to start conference.  
Discussion: JT-Against the change of time because the Pinky Newell is the reason we do the banquet. Student Scholarships may be awarded at their luncheon. BW-time is a factor but they are getting CEU's for this. Student Delegate Bridget-don't disagree with the recognition on a power point. With the new system that we have now, we have more time. CT-It's an "awards" banquet – to celebrate the award. JT-went fine last year. DS-if we pull them out, will we offend the sponsors?
- d. Scholarships at banquet, how they will be presented this year. District Directors, Past Presidents and Sponsors will escort the winner to the center of podium and move down.
- e. Quiz bowl – need to budget money for this. Needs technical support for this. Problem-computer not compatible for the software. Cost-\$500-\$1000. Pay the company to come to fix their issue? Is it a computer issue or software?  
**Charge:** Michael Goldenberg to meet with Greg Janik to discuss software issues-technical support.
- f. Cancellation policy-see above
- g. Term limits – 6 year commitment for the president. Look at President Elect, President, Past President.  
Discussion: Since Nationals have changed their policy, should we? (1-2-1 instead of 2-2-2) The President can't run the Executive Board meeting if you are running back and forth with the conference. First year is tough, second year is more familiar. President is concerned with running the meeting and Past President is an easier time. Table it for a few years. MG-we were turning around too

quickly. We changed this and went with a 3 year term for EATA  
Treasurer.

**Motion to adjourn:**

Charlie Thompson motioned to adjourn. **Second:** Jen Semle @ 4:33pm