

RMATA, INC.
BOARD OF DIRECTORS MEETING
MARCH 17, 18, 19, 1994
CHEYENNE, WYOMING

CALL TO ORDER: Bill Lyons called the meeting to order.

ATTENDANCE:

Bill Lyons	Director/President
Scott Linaker	Secretary
Matt Webber	Arizona President/Representative
Dan Libera	Colorado Representative, for Jim Gillen Colorado President/Representative, RMATA Parliamentarian
Pam Cox	New Mexico President/Representative
Kevin Morris	Utah Representative, for Joel Bass Utah Representative
Bart Peterson	Wyoming President/Representative

INVITED GUESTS ALSO IN ATTENDANCE:

Danny Cox	Financial Consultant
Rick Ball	Business Consultant
Bill Chambers	NATA Governance Task Force
Kim O'Connell	RMSATA President
Wayne Johnson	RMSATA Vice President

1. NATA SPONSORSHIP PROGRAM: Recently approved by NATABOD in December, and after further modifications, re-approved last February. About 12 to 14 months ago, the NATA had no sponsorship philosophy, there were sponsors but we had no idea of our value or what we should charge for what we were selling. IBG was contracted to study the NATA and its various marketable possibilities and to determine how the NATA could fit into the sports marketing niche. Sports marketing is a several billion dollar a year business. NATA will not be a large part of that market, but will be able to fit into it in some capacity. Out of this study and work of the NATA Development Task Force, came the sponsorship philosophy.

This will have some implications to our district. In the past the NATA would sign on with a corporate sponsor and part of the agreement would be for the sponsor to give a certain amount to each district. This will no longer be the case, what will come out of this agreement is each corporate sponsor will have certain rights and privileges that go along with their category classification (see program presentation point #4). What this will mean to each district is, the NATA will take X amount of dollars from a corporate sponsor and take a certain percentage off the top to service the contract, and then distribute the balance of the monies according to the program presentation point #5. For the distribution of monies bases on the districts percentage of

NATA membership, the district percentage of NATA membership will be determined at the beginning of the corporate sponsorship based on an average district membership over 2 or 3 months.

On point #5, the percentage drops from 15% to 10%, this is due to the plan that more sponsors will come on line and the actual dollar amount given to each district will increase accordingly. Page 4 represents the contract District 7 will sign with the NATA concerning this corporate sponsorship. Some areas of concern to this Board were as follows:

A. ONE FREE EXHIBIT BOOTH SPACE AT THE DISTRICT MEETING. This is out of concern that some sponsors were getting hit up by the NATA, then by the districts, then by the states. So a particular sponsor might be more willing to deal with a state or district with a large membership, rather than having to deal with the NATA. By agreeing to this contract, District 7 says it will not hit the sponsor for additional fund. There is an aggressive campaign to acquire more corporate sponsors. As this happens, more sponsors may want to take advantage of the free booth, which would cause us to go to hotels with more space. our income will only increase from this and would be to our benefit in the long run.

B. TITLE SPONSORSHIP TO AN EVENT OR CLINICAL SESSION. This does not mean that the sponsor can dictate to the district the content of the event or clinical session. The district would only advertise the fact that a certain event was sponsored by a particular sponsor, nothing more.

C. CONCERN OVER ENDORSEMENT LANGUAGE. This has been of great concern to the NATABOD, but will be dealt with in the best interest of the NATA and its membership.

D. CONCERN OVER WHAT THE VALUE OF CERTAIN MARKETABLE ITEMS (LOGO, ENDORSEMENTS, ETC.) ARE WORTH. This will also be dealt with in the best interest of the NATA and its membership.

E. IMPACT AT DISTRICT AND STATE LEVELS. As far as the district is concerned we would not solicit sponsorship from a NATA corporate sponsor, however, if prior to this new sponsorship, we had a long standing agreement, we would maintain the agreement and sponsorship. Case in point would be PRO, who sponsors our district Newsletter. If a corporate sponsor were to contact us and want to sponsor an event, then we could accept their support, but we could not contact them. This will not affect the states because, under the new NATA Bylaws and Constitution, the states are not a part of the NATA. However, the NATA is asking each district to consider this policy and lend financial support to each state who might have exhibitors or sponsors at their state meetings who are also NATA sponsors. An NATA sponsor who would also like to be a sponsor at the state level would get exhibit space a no charge with the district paying for that particular exhibitor space. That is if this Board agrees to this plan. This policy will have to be addressed in the near future by the RMATA Board of Directors.

F. WHO DECIDES WHO WILL OR WILL NOT BE A SPONSOR. This will be determined by what category the potential sponsor fits into based on very specific guidelines. There are about 40 separate categories. Once a corporate sponsor has been accepted in a specific category then that particular sponsor would be the only corporate sponsor within that particular category, i.e., corporate sponsorship is exclusive to the category.

Because of this exclusive clause, another corporate sponsor from the same category could not enter into a sponsorship agreement at the district level.

There are very specific guidelines based on acceptable products and acceptable dollars for the different categories and what a sponsor would get in return. By having these specific guidelines and categories certain sponsors are automatically excluded from becoming sponsors, e.g., alcoholic beverages, prescription drugs, a large percentage of OTC drugs. However, each district may enter into sponsorship agreements only with companies that are not official sponsors of NATA.

G. LENGTH OF SPONSORSHIP. Trying to have contracts for 3 years, but some will be for 3 ½ years.

Because of this new time frame, contracts will become renewable on a staggered schedule, so that there will always be some sponsors under contract at any given time. But the length of the contract will be worked out on an individual basis.

H. WHAT WOULD BE THE TERM OF THE CONTRACT BETWEEN NATA AND DISTRICT 7 ? Bill will need to ask Eve Becker-Doyle and Ron Cunningham about this, and will not sign contract until this question is answered. Rick Ball will be consulted about this also.

The RMATA Board of Directors needs to make policy concerning corporate sponsorship in the near future.

2. PORTER NOVELLI: Porter Novelli is the marketing firm for Schering-Plough (Tinactin). Schering-Plough is in the category of official Supplier. What they would like us to do is to make their 2 page flyer available to our membership.

MOTION: To not allow district distribution of specifically Tinactin materials at this point in time, as the RMATA and District 7 do not have a current sponsorship philosophy and these materials are not covered under the current or new NATA sponsorship philosophy because Tinactin is not of the corporate sponsor level with the NATA.

MOTION BY: NM (Pam)
SECOND: AZ (Matt)
CARRIED: 6 - 0

3. RMATA CLINICAL SYMPOSIUM UPDATE: Bart Peterson presented the following report:

Notice was given concerning the Proclamation by the Wyoming Governor Mike Sullivan, proclaiming March 19, 1994 to be WYOMING ATHLETIC TRAINERS' DAY in Wyoming. There are about 218 pre-registered participants. We will be well under budget for this meeting. The Wyoming Student Athletic Trainers have done a tremendous job of fund raising and organizing this years function which will be a dance.

4. RMATA HALL OF FAME: The design of the custom award and wall clocks for each recipient were presented as follows:

MOTION: To pay for custom trophy and 6 wall clocks per itemized statement. (invoice follows)

MOTION BY: AZ (Matt)

SECOND: WY (Bart)

CARRIED: 6 - 0

The RMATA Board of Directors accepted the resignation of Bruce Kola as the Chair of the Hall of Fame Committee.

Will approach Chris White as a potential replacement for Bruce.

5. AUDITOR'S REPORT: RMATA, Inc., Financial Consultant, Dan Cox gave the following report:

Last year, for the first time, the RMATA, Inc., books were tested (not audited) to determine whether all the cash had been accounted for or not. This was accomplished by taking all the bank statements and determined how much cash the bank said came in and compared it to the revenues at the end of the quarter and expenditures, and it was all fine. This is called a proof of cash. One interesting finding was that we did not have a cut-off, but rather an accumulation of expenditures every year. So what I did was to create a charge of accounts and account balances (assets, liabilities, accumulation fund balance). So at the beginning of the year, I created a fund balance to tie this all out because total assets plus liabilities should equal fund balance and should carry forward all the time. I came to an irreconcilable difference of \$671.32 in the beginning numbers, which could mean almost anything. I was told that the computer you had before cost \$7000.00 exactly. My guess is it did not cost \$7000.00 exactly, and that's probably where the difference was. This finding was somewhat expected as over the years several people have done the accounting and there is no telling what things could have gotten mixed up, my guess is it was the equipment. The people who were doing it were being careful, they just weren't sure how to set it all up.

The scholarship fund does not show the funds being given to specific individuals. The tax return for the RMATA specifically ask to list those students and their social security number, because they want to check to see whether those were picked up as income by the students. We didn't

want to do that after the fact, so I lumped the scholarships and listed the schools the scholarships went to. If you haven't gotten a response then they may never ask. But in the instructions on the tax return, they specifically want to know who that money went to, so that is something to be aware of in the future. I don't think the students have any idea they might get taxed on it so I didn't want them to end up surprised. What they want on the tax return is a specific list of the individuals and their social security numbers. Whether they pursue this or not with the students at a later time I don't know, just let the students be aware of that.

What we do as a district, is to give the money to the university financial aid office and they disperse the money to the student for educational expenses.

One adjustment that was made this past year was to change the fiscal year of the corporation. If we would have been on a March year end from the year before we would have had to fill a tax return that year as well (we did not file a tax return that year). What we have done is to close the year end as of December 31, 1991 and then had a three month fiscal year ending March 31, 1992, then we went into the fiscal year that was tested. There is no problem by having our fiscal year from April 1 to March 31, and as long as we are under the \$25,000 of revenue per year the IRS does not want to hear from us. But as soon as we have revenue exceeding \$25,000 then we have to report on a tax return and the penalties for not filing tax returns on time are large. As long as we are at a gross revenue of over \$25,000 then we must file a tax return. It looks like we will have gross revenue over the \$25,000 allowable from now on as we are growing and we will need to file every year.

Further recommendation would be to purchase a software program to keep the accounting records.

We should have a cash reserve that if revenue were to stop we could continue to operate for the next 6 months.

Asset depreciation should be at 20% per year. This would be 20% each year off the original price. Total depreciation would occur in 5 years.

Because Danny has taken on a new position with a different company he will be able to look over our accounting records this next year at no charge, but after that we will need to discuss this arrangement with him. His new position will cause him to become less and less familiar with non profit accounting.

Tax returns should be mailed to RMATA directly. When received send to Danny along with the accounting records.

6. RMATA FINANCIAL REPORT FOR FISCAL 1993-94 AS OF 03-16-94:

A. REPORT FOLLOWS.

B. PROPOSED BUDGET. The proposed budget was not approved at this time but will be presented for approval at the RMATABOD conference call to be held on April 25,

1994.

A line item was created for legal fees in anticipation of a need for legal work above and beyond the retainer fee. After talking with Rick Ball about this issue, it was decided that for this year there was no need to budget any funds for this item.

The Newsletter should have a line item for revenue as well as for expenditure.

When looking at a five year budget plan, one issue that needs to be addressed is when do we need to raise revenue, especially when we are looking at a 5% increase in expenditure and a 3% increase in revenue. Eventually these will have to cross over. When we eventually deal with this issue, we need to look at small increases in revenue on a regular basis (dues, etc.) than to wait until we have to increase revenue and then going with a large increase all at one time. The Quicken software called Quickbook, which is specifically designed for businesses, will be able to graph trends for us and give us a better look at determining times when we need to increase our revenue.

C. AMERICAN EXPRESS CORPORATE CARD. We will need to write very specific policy for the use of this credit card.

- some examples of specific policy:
- used for budgeted items only
- receipts must be turned in to Secretary in a timely manner in order to rectify expense
- the individual making the purchase will be liable for nonapproved expenses
- penalty for unapproved use

MOTION: To approve the expense of \$55.00 for the annual fee for the purchase of the American Express Corporate Card with policy and procedure for use and individuals authorized to use the card to be determined.

MOTION BY: AZ (Matt)

SECOND: NM (Pam)

CARRIED: 6 - 0

8. NATA GOVERNANCE: NATABOD has gone through these proposed changes three times which are now being presented to each District at each District Meeting by a member of the Governance Task Force. Mr. Bill Chambers will be presenting this proposed document to District 7. Mr. Chambers will solicit feedback from our Board of Directors as well as the general membership and will take those concerns back to the NATA Governance Task Force for consideration.

Areas of concern noted by the NATA District 7 Board of Directors:

We are being asked to accept this document with the statement ... "meeting the requirements specified in the NATA Policies and Procedures Manual" and we do not know what the policies

and procedures are. Based on past leadership, this makes some members a little uneasy.

RESPONSE: Once written, the Policies and Procedures will be presented to the membership.

Lack of mention of a mail vote provision.

RESPONSE: There is no longer a need for the general membership to vote since the proposed change will give the vote to the elected officials which is the NATA Board of Directors. The membership does not vote because a quorum is a majority of the BOD. However, the Board may take a poll of the membership to gather input on a certain issue, but the voting powers lie with the Board. The feeling is, by electing a District Director, the membership is trusting this individual to act prudently and is thereby getting a vote by electing a District Director.

With the way this document has been written and organized, the concerns we had about threats to our district were taken into account and dealt with, so with this document as it is, that should not be a problem. Many things have been cleaned up allowing more governance through policies and procedures.

Once the policies and procedures are adopted under the new constitution and bylaws, the NATABOD should make sure the membership can get a copy of them if they want them.

The NATA will continue to collect dues and distribute them to each district.

Article V Section 1 Number and Geographic Boundaries. How would Guam, Puerto Rico and U.S. Virgin Islands members choose to affiliate with another district? Are they given a choice as individual members or as a group? No other states had a choice, why would these groups get a choice?

RESPONSE: As a group.

Beginning this year, there will no longer be an annual membership business meeting, but instead there will be an Annual Members' Meeting.

Amendments to the constitution and bylaws will be approved district by district with approval of a minimum of two-thirds of the Districts. NATA will leave it up to each district as to how they determine approval of an amendment. Any changes so approved shall be resubmitted to the BOD, this will make sure the changes will get to the membership.

Members who would like to propose a change would submit their amendment to their Director, who would then take the request to the NATABOD.

Technical corrections to the bylaws may be made by a unanimous vote of the Board of Directors and the vote of the President. If the bylaws are altered, amended, supplemented, or repealed in this manner, the changes will not become effective until 60 days after the membership has been advised of the changes.

The changes will be made known to the membership through district newsletters, district meetings, national newsletter, national meeting. The 60 days would give the membership time to discuss the proposed changes with their District Director.

Technical corrections are not defined, and this could be an area of abuse. The parameters of a technical correction need to be defined. Any technical corrections must receive a unanimous vote of the NATABOD.

The Annual Members' Meeting will be an informational meeting.

Execution of Contracts. "Retroactively" entering into a contract could be a dangerous situation and a no win situation for the Association. The authority should be given to an individual before representing the Association in the execution of a contract, not the other way around.

The membership will be made aware of any proposed changes, and allowed to voice their opinions to their District Director, before final changes are made.

The RMATA Constitution is written for Rocky Mountain Athletic Trainers, Association and NATA District 7. See Article I of our bylaws for clarification.

STATE REPRESENTATIVES MEETING AT ANNUAL MEETING IN DALLAS: Received a letter from Jerel Welker who is setting up a meeting of the State Representatives during the Annual Meeting in Dallas. This meeting will address the concerns from the states about the proposed changes in the NATA Governance Document, as well as communication concerns from the states. The RMATABOD State Representatives are strongly encouraged to attend this meeting.

9. RMATA ELECTIONS: Since new policies and procedures have not been approved concerning the election process, we will follow the . existing policies and procedures, as opposed to adopting new ones at this time. Under these guidelines, we will not need a second to any nominations, either a written nomination or a nomination from the floor. There is no limit on the number of nominations accepted.

Time Table: Nominations will be accepted for the elected positions of District Director/President and District Secretary. Nominations will be open at the Business Meeting in Cheyenne until the close of nominations at the Business Meeting in Dallas. Nominations will be accepted from the floor at the Business Meeting in Cheyenne, as well as the Business Meeting in Dallas. Written nominations will be accepted from the open of nominations at the Business Meeting in Cheyenne until the close of nominations at the Business Meeting in Dallas.

Voting Process: once nominations have been accepted, ballots will be sent out by September 1, 1994. Completed ballots must be returned and postmarked by October 1, 1994. Completed ballots will be returned to the Election Committee, which will be determined in Dallas. This Committee will consist of one Board member along with two other ATC'S. The ballots will be returned to the RMATA Board member who will then get together with the other two to count

and verify the ballots. Ideally, the three individuals making up this committee will reside close to each other in order to get the ballots tabulated in a timely manner.

Recording of Votes: Ballots will be sealed in a return envelope with the members' certification number written across the seal, of the envelope, to ensure that the ballot has not been tampered with. The certification number will be verified by the Election Committee.

Election Committee: Will be determined at the close of the RMATA Business Meeting in Dallas.

10. POLICY ON SPEAKER SUPPLIES:

We have had speakers request funds for supplies to be used in their respective lectures/demonstrations. As an example, this year the Sports Cord people wanted money to purchase sports cord rehab tubing for their demonstration/lab session. This issue is dealt with in the Convention Manual under the heading Speaker Costs, and through a motion under item 12 of the minutes from the Board meeting in Cheyenne has become official policy.

11. RMATA NAME BADGES, NAME PLATES, PERMANENT CONVENTION CHAIR AND LOGO

A. RMATA OFFICER NAME BADGES AND NAME PLATES: (Proposal by Bart)

The possibility of getting plastic name badges for the RMATABOD. Campbell County High School Alternative School can make plastic laminate name badges for about \$3.00 a piece. They are working on producing an acceptable silk screen for the logo, but the names would be engraved. If they were to engrave the logo, it would cost \$125 for an initial set up fee, but after that they could make our logo any size and we would only have to pay for the plastic material after that.

Proposal to make name plates for each Board member at the cost of about \$1.00 each, or a nominal fee close to that.

Bart was instructed to get a bid for the cost of the engraved name badges and name plates from the students, and also get another bid from another vendor so that we can compare costs.

B. PERMANENT CONVENTION CHAIR: (Proposal by Bart)

Do we need a permanent Convention Chair separate from the District Secretary?

The real problem arises when the District Secretary is also the Local Convention Chair.

This person would take care of all the details and question from the local committee and all the secretary would have to do would be to sign the checks. This person would take over the operation of the convention so to speak.

It was felt that a permanent Convention Chair was not needed at this time, but we would

leave this option open for consideration in the future.

C. RMATA LOGO USE: (Proposal by Bart)

Can the states use the RMATA Logo, particularly on letterhead? There is a statement in the procedures which deals with requiring Board permission before anyone can use the RMATA Logo.

Trademark protection will be achieved in response to this issue.

12. RMATA ANNUAL CLINICAL SYMPOSIUM AND BUSINESS MEETING:

A. RMATA ANNUAL MEETING DENVER, CO 1995: The following was presented by Tod McKercher with feedback and instructions:

1. HOTEL SITE: The first choice would be the Doubletree Hotel, which is located just off of I 225, about a 10 minute drive from the new airport. It is fairly centrally located within the Denver metro area. There is no charge for parking. The property is similar to this hotel (Cheyenne Holiday Inn), but it is about 10 stories high and the meeting rooms are larger and there are more of them. It is available for the time we would need it (June 17, 18, 19, 1995). The rates would be \$59.00 to \$65.00 per night double occupancy.

This offer sounds attractive at this time, but we would need contact people who we could deal with, floor plan to determine adequate exhibit space, etc..

2. TOPIC: The program will be handled by Steve Antonopulos and James Collins, but as of yet there is no theme or topic chosen.

The first thing we need to do is to finalize the hotel because that needs to be done as soon as possible. Then between now and June we need to have a strong central theme because we will be in a large market area and will we will be able to have a large attendance. We may need to investigate the possibility of having break out sessions. We need to get at least 1.0 or 1.2 CEU's and we eventually may need to expand on that, either now or in the very near future. Jim will be the Chair of this meeting with Tod assisting. The local committee needs to know that contracts can only be signed by the District Director/President and/or the District Secretary. The financial arrangements must be approved in advance by the District Secretary, even though there is a budget to work with.

All exhibit information and details need to get through Wayne Barger.

The RMATA gives each speaker, each Board member, Exhibit Coordinator and local committee people a gift of appreciation. We are not in favor of plaques or clocks, etc.. We are looking for unique gifts that portray the local area and the Rocky Mountain West, for example in Colorado we got Kachinas, in Albuquerque we got hand made Indian

pottery, in Arizona we got Indian sand paintings, this year we got Cowboy hats. It is very important to communicate early and often.

B. 1995 BUDGET FOR ANNUAL MEETING: The budget was inflated 5% for each line item. Further discussion focused on adding increased registration fees for non-member certified and non-member student.

MOTION: To accept the budget for the 1995 Annual Meeting and the \$100 registration fee for non-member certified registrants and \$35 for non-member student registrants.

MOTION BY: WY (Bart)

SECOND: AZ (Matt)

CARRIED: 6 - 0

C. ANNUAL CLINICAL SYMPOSIUM AND BUSINESS MEETING, FUTURE SITES AND DATES: Discussion focused on the presented schedule (schedule follows) and it was felt that about 2 years away from 1959 in Wyoming we need to look at this schedule and determine the feasibility of holding a meeting in Wyoming. The concerns being the distance to travel and the space needed for projected growth in attendance. We will leave the rotation as presented for now, looking at the possibility of going to Flagstaff in 1996, and looking at Wyoming in 1999.

D. GUIDELINES FOR ANNUAL CLINICAL SYMPOSIUM AND BUSINESS MEETING (CONVENTION MANUAL):

MOTION: To accept the revised Convention Manual.

MOTION BY: AZ (Matt)

SECOND: NM (Pam)

CARRIED: 6 - 0

13. ROCKY MOUNTAIN STUDENT ATHLETIC TRAINERS' ASSOCIATION:

Representing the RMSATA are Kim O'Connell, President and Wayne Johnson, Vice President.

A. Proposed constitutional changes:

Have been written and sent to all schools, for which we have addresses for, about 2 months ago.

Article 1 Section 5, which states: Applicant must sign a form stating his intention to be a member.

There is no application form for the students association, and if you are a member of the NATA and the RMATA you are automatically a member of the student association. This

is unnecessary and should be omitted.

Can not omit this because the student must sign a statement agreeing to be a member and by doing so they agree to follow the constitution, bylaws and policies and procedures of the association. There has to be some signed form agreeing to that, and by signing the national application the student agrees to follow the governance of the association as a member.

Might want to change to something to the affect of... by joining the NATA and subsequently the RMATA, the student agrees to become a member of the RMSATA and to abide by it's constitution and bylaws. So this article and section needs to be kept, but just re-written to update it.

Article 8 Section 1, which states, the governing body will be represented by a representative from each state and would like to change to a representative from each school. The rationale being to increase the communication within the association.

Some of the states do not elect a state representative and this causes a problem with communication, especially among each school. The student membership wants more communication among the schools. Because of the transient student population it is also difficult to maintain good communication and to function efficiently.

There are too many schools in this district to have this many representative comprising a Board. The Board needs to be small enough to be able to get anything accomplished, may need to set up a meeting for representatives from each school, but structure it a little differently. Each school could elect a representative and then those representatives could elect a state representative from among themselves.

Another option might be to have the Student Board consist of elected officers and a designated student selected by the state Presidents from the involved state to serve as that states' representative. Similar to how the RMATABOD is made up.

It is a good idea to continue to communicate with each school in the district. Contacting a Certified Athletic Trainer, as well as a particular student at each school, is a good idea also.

RMSATA quorum is bases on 2/3 of the voting majority in attendance.

Article 1 Section 1, which states, ... officers must be a college or university student or a graduate student. Would like to clarify between certified student and non-certified student, as it is felt that most of the graduate students are certified.

An individual who pays dues under a specific classification (certified, student, associate or supplier) should be held to that classification when determining whether or not a particular individual is a member of RMSATA, i.e. an individual paying certified dues can not be a

member of the RMSATA. Can use the term "11 non-certified student members" in amending this portion and there is no need to differentiate between graduate or undergraduate students.

14. NATA UPDATE; FEBRUARY NATABOD MEETING: Bill Presented the following:

A. NATA/APTA JOINT SEMINAR:

NATA and APTA have been talking about the possibility of putting on a joint seminar in January/February 1995. Speakers and topics are being finalized, and the date and site are being worked out as well. There has been a lot of cooperation between NATA and APTA. The profits from this venture will be split between the two associations. There is an outside chance of getting the USOC involved as a partial sponsor, with some of the profit going back to the USOC. NATA will do most of the work because of the convention know how, resources and staff which the APTA does not have to run a meeting. The site will be more centrally located to attract more participants, and there will probably be a limit on enrollment of around 500 participants. Possible sites mentioned were Dallas, Kansas City, Indianapolis, Nashville, and New Orleans. The plan is to try to put on one seminar per year. The joint educational workshop of NATA and SPTS (Sports Physical Therapy Section of the APTA) will be titled "The Functional Application of Scientific Principles of Closed Kinetic Chain Activities for the Extremities" comprising two full days, with lab sessions. Denny Miller and George Davies giving Keynote Addresses covering the relationship between the NATA and the APTA, as relations have improved considerably. The SPTS has been gaining a greater voice within the APTA which has also helped.

B. COLLEGE ATHLETIC TRAINERS' TASK FORCE:

The College Athletic Trainers' Task Force formed in June, met in Atlanta this past December 12, with Fred Hoover Chairing. A tremendous amount of work went into the rationale for forming a College Athletic Trainers' Committee. Some possible areas of focus which were mentioned were substance abuse, alcohol abuse, nutrition, rehab equipment, personnel, liability, contractual agreement, position statements on blood born pathogens and equipment removal, equipment and supplies for visiting teams, etc., etc.. A total of seven pages of suggestions was submitted to the NATABOD. The NATABOD decided to form The College Athletic Trainers' Committee with Fred Hoover being appointed the Chair. All those who had worked on the task force were asked to be members of the committee. Dianne Goodridge of NAU will represent the RMATA on this committee.

C. PROFESSIONAL EDUCATION COMMITTEE:

Beginning in August 1996, the PEC has decided that the graduate program route to certification will end. It is the belief that a student should be eligible for certification or be certified by the time they get to graduate school. The PEC will undergo some downsizing and will be re-evaluated as to its function in the future.

Beginning July 1, 1994 CAHEA (Committee on Allied Health Education and Accreditation) will become CAAHEP (Commission on Accreditation of Allied Health Education Programs) and will be responsible for accrediting undergraduate programs. The NATA will benefit in that we will have two seats on this newly formed commission as opposed to the one seat we had on CAHEA. It will cost us twice as much money for these two seats, but the increase in voice will be worth it.

D. NATA FINANCES:

The NATABOD approved the operating budget for the coming year. With the increase in dues the NATA is on solid footing. All of the corporate funds were moved out of the operating budget.

With the new corporate sponsorship, a number of projects were funded which otherwise would not have been, such as a new PR campaign, a survey from the corporate/industrial committee, as well as a survey from the secondary committee.

The legal defense fund is being built up, which now stands at \$200,000 for the coming year. If not used it will roll over into cash reserves for future needs.

E. FUTURE NATA CONVENTIONS:

1994 in Dallas	1997 in Salt Lake City
1995 in Indianapolis	1998 in Baltimore
1996 in Orlando	1999 in Kansas City

In 1996 there are a number of other associations having their meetings in Orlando around the same time we are. our meeting will be from June 12 - 15, AMSSM from June 9 - 12, AOSSM from June 16 - 20, AOASSM from June 9 - 12. They are all in the convention center area. This might allow us to benefit from others by increasing our number of exhibitors, as the exhibitors may be able to attend more than one meeting without having to travel. We may also benefit in that we may be able to attend one of the other meetings by registering for our meeting.

F. COMMITTEE TERM LIMITS:

In December the NATABOD established term limits for committee chairs and committee members. The term limit for committee chairs is now 4 years and the term limit for committee members is now 3 years, with reappointment option at the NATABOD discretion. Some of these terms will end up being longer because of this new policy and there is the possibility of some carry over from a term under the old policy into the new policy. The reappointment would be for one additional term. The reasons for this is to get more people involved and to give the Board or the President an opportunity to appoint new people to the various committees, especially if someone should be removed from their position. Every committee is not necessarily represented by every district, it just depends

on the size of the committee.

G. LITIGATION WITH THE AATA CONTINUES:

The NATA took the AATA back to court and won a judgement for contempt of court and for violation of stipulated judgement. The penalties are being determined concerning the court costs, legal fees and other undecided monetary award to the NATA.

One interesting finding to come out of this last episode, is the fact that there are only 450 members of the AATA. And this individual has cost the NATA thousands of dollars.

H. SECONDARY SCHOOLS ATHLETIC TRAINERS' COMMITTEE:

The NATA is funding a survey from this committee, which will be sent to secondary school athletic trainers. There is also funding provided for a meeting with the Administrative Staff of the National Federation of State High School Associations, individuals from the NATA Staff, and members of this committee. The meeting will take place in Kansas City in may.

The NATABOD accepted and approved a position statement concerning Certified Athletic Trainer services for high school student-athletes. The statement reads:

The National Athletic Trainers' Association, Inc., as a leader in health care for the physically active, believe that the prevention and treatment of injuries to student-athletes are a priority. The recognition and treatment of injuries to student athletes must be immediate. The medical delivery system for injured student-athletes needs a coordinator within the local school community who will facilitate the prevention, recognition, treatment and reconditioning of sports related injuries. Therefore, it is the position of the National Athletic Trainers' Association, Inc., that all high schools should provide the services of a Certified Athletic Trainer (A.T.,C.) to student-athletes.

This statement has been reviewed by legal counsel.

The NATA will publicize this position statement in the NATA NEWS.

I. NATA HALL OF FAME:

Will be ready and up and running this June in Dallas. There will be a preview, exclusively for all of the Hall of Fame Members, to attend.

Don't know at this point if RMATA will need to donate additional funds (previously approved) to finish off this project. If we do, it will probably come to under \$300. Funding kept coming available and a better job was being done on getting this project completed. The photographs, mural, plaques, photo album and video came out very nice.

J. OFFICE SPACE EXPANDED AND REMODELED:

Remodeling at the national office has added much needed space to the existing office space on the upper floor. The remodeling was completed under budget.

The downstairs space is up for lease.

It is expected that the office will reclaim 1100 to 1200 square feet every 5 to 6 years as the Association continues to grow. We will not outgrow that building for the next 25 years.

15 and 18. NATA AND RMATA

Consultant, presented the following concerning the NATA proposed changes in governance, the RMATA governance document.

RE: Rick Ball, RMATA Business

Bill Chambers of the NATA Governance Task Force presented the following rationale and feedback.

Rick: No conflict between NATA proposed changes and RMATA governance document. But there were two areas of concern:

1. The continued procedure of having the NATA Vice President selected by the Board instead of the membership, since that person could become the President.
2. The doing away with the business meeting as a business meeting. While logical, in following the form of a stockholder type corporation, where they don't really do anything at a stockholders meeting other than vote for officers and directors. Disappointed that they didn't simply change the requirements for a quorum to make the business meeting viable. But, by the same token, you can conduct corporate business by paper vote just as well as an annual meeting.

Other than these two minor concerns, did not see any red flags.

Bill: The reason for the Vice President being selected this way is because if you elect someone from the membership they will not know the issues, and this will provide a backup.

NATA has not conducted a business meeting in quite a while and by doing away with the business meeting will allow the districts to discuss issues and make the system more democratic. The Annual Members' Meeting is just an informational meeting. This way if issues needed to be voted upon, this can be done at the district level.

Rick: You get better discussion at the district level than you would at the national meeting

anyway. This is a fine document. one thing not addressed is the district governance structure.

Bill: We stayed away from that on purpose, the districts can do anything they want, as long as they are not in conflict with the this document. We think that the states will become more involved.

16. RMATA COMPUTER UPDATE:

Discussion focused on computer needs, capabilities and software programs. Matt presented an information sheet on possibilities. Looking at a notebook computer with specification minimums as follows:

9" screen, 4 MB RAM, 486 processor, 120 MB HD, dual scan color monitor.
The best deal would be found in the Elite computer by Midwest Micro, but it is also the most expensive. The processors in notebook computers can't usually be upgraded. The notebook computers are now powerful enough and they have enough storage and we can take the stored information on the road with us. The RAM can be expanded to 20 MB, but it would cost \$224 for an extra 4 MB RAM (to increase RAM to 8 MB).

Try to get 8 MB RAM and 520 MB HD if possible.

Matt will do some more research to find out the specifics on the previously mentioned upgrades and present his findings at the conference call scheduled for April 25, 1994.

17. RMATA POLICY AND PROCEDURE MANUAL:

No discussion or action took place concerning this issue.

18. NATA GOVERNANCE TASK FORCE: NATA Governance Task Force Representative, Bill Chambers, provided explanation and feedback on the following:

A. ARTICLE 13.1 (b), "TECHNICAL CORRECTIONS".
WHAT ARE TECHNICAL CORRECTIONS? SHOULD THEY BE DEFINED?

A technical correction would be something that was in the document that was found to be not entirely legal. An example would be, once the document is adopted, the state of incorporation must be changed from North Carolina to Texas.

Looking at Article 13.1 a, any changes need to be submitted to each Districts' Annual Business Meeting and approved by a minimum of two-thirds of the Districts. Technical corrections would be a wording type of thing, it can't be of controversial significant. Technical corrections would be a change which does not alter the substance of the Bylaws.

Rick Ball: This did not raise a red flag with me because I assume that that meant

semantical, grammatical or necessary to comply with legal governing the corporation. This is common lawyer language. It has general application and it could be used beyond what you would intend it to be used. As a term of art, it is somewhat confining, but it has that lawyer loop hole component to it as well. Do you want to confine that to grammatical, semantical corrections or do you want to broaden it to include a necessity to comply with governing law, which is appropriate. This could be worded to say "technical corrections which do not alter substance of the Bylaws may be made"

B. ARTICLE 11.1, "RETROACTIVELY".

Bill Chambers: This has got a lot of people concerned. As for authorized officer, employee or agent; officer would include the President and the Vice President, since these are the only two officers NATA has; employee would be Eve (Executive Director) or Linda Tilley (Director of Accounting); an agent would be an attorney or grants and scholarship foundation people.

Rick Ball: The reason you put that in there is because a situation might arise, for example that is related to contracts for facilities for a convention, where there is a "special" on and if you sign this contract before the end of the week, you will get a discount. It makes sense to the membership for this contract to be signed, but there has not been authorization to sign that contract by the Board, so the agent could come to the Board and explain the situation and ask for approval retrospectively. It takes into consideration that you can not anticipate every financial transaction that your full time staff might have to enter into. The Board could also disapprove the request and then it becomes a question of are we bound by it and you get into a matter of Board policy and procedure regarding direction and authorization of activities of your full time staff. The Bylaws can not cover all those things. The Bylaws have to give this kind of latitude and then you have to trust the Board to have a relationship with the full time staff that keeps the reins on.

Bill Chambers: The Finance Committee has a policy that states "may be general complying to a specific instance or otherwise limited.

Rick Ball: If you don't have that then technically, they go sign that contract, it is not binding. They do not have authorization and can't take advantage of it. An agent must be designated and have prior authorization. They would have to be acting within the course and scope of their authority which has already been granted. The Board gives authorization.

C. REFERENCE TO "REQUIREMENTS SPECIFIED IN THE NATA POLICIES AND PROCEDURES MANUAL".

Bill Chambers: We have not gotten that far yet, we want to get this done first. I do envision the policies and procedure being presented to the membership just as we have done with this document.

19. STATE REPORTS:

- A. Pam Cox, New Mexico State President/Representative: No report given.
- B. Matt Webber, Arizona State President/Representative: No report given.
- C. Dan Libera, Colorado, Representing Jim Gillen: Colorado is trying to get more people involved in the state association.
- D. Kevin Morris, Utah, Representing Joel Bass: No report given.
- E. Bart Peterson, Wyoming State President/Representative: No report given.

MOTION: To adjourn this meeting of the RMATA Board of Directors.

MOTION BY: NM (Pam)

SECOND: AZ (Matt)

CARRIED: 5 - 0 (WY in absentia)