

AGENDA
 RMATA Board of Directors
April 21, 2005
 8:30 AM - 9:00 PM
April 22, 2005
 8:00 AM - 1:00 PM
 Phoenix, AZ

1. Call to Order Kelli Sheehan
8:40am
2. Attendance/Quorum Bart Peterson

Director:	Matt Webber	621
President:	Kelli Sheehan	404
Secretary:	Bart Peterson	902
Treasurer:	Ben Davidson	1210
Arizona:	Jack Baynes	303
Colorado:	Chris Mathewson	332
New Mexico:	Rob Evers	932
Utah:	Lisa Walker	917
Wyoming:	Nancy Robertson	408
Business Consultant:	Rick Ball	home
3. Welcome & Introductory Remarks Kelli Sheehan
4. [Hotel Room Numbers](#) / [Leadership Directory](#) / [Board Directory](#) / Kelli Sheehan
5. Committee of the Whole: The RMATA has traditionally conducted business using the “Committee of the Whole” approach in both Board Meetings and Membership Meetings. This allows items to be discussed before a formal motion has been made. Once a motion has been made, more formal adherence to the rules of order are necessary. Kelli Sheehan

 Duty of Board Members:
 - Duty of Care: to practice due diligence and work to serve the interests of the RMATA
 - Duty of Loyalty: whatever other hat may be worn in professional and personal lives, board members attending board meetings, first and foremost, as representatives of the RMATA (conflict of interest)
6. Minutes from the Previous Meeting Kelli Sheehan
 RMATA – [June 2004](#), [July 2004](#), [November 2004](#)
Motion to approve minutes as presented. Motion by: Ut 2nd: NM. Passed 6-0-0
7. [Appointments/Renewals/Resignations \(ballot\)](#) Kelli Sheehan
 Webmaster Computer discussion.
 Ballots approve all appointments.
Motion to approve \$3500.00 expense for computer and software for webmaster use. Motion, Utah, 2nd Az. Passed 6-0-0
8. Membership Report Bart Peterson

[- statistics/trends/etc](#)
9. Financial Report Ben Davidson

[- Financial Report](#)

- position to date 2004
 - expense report form
 - credit cards
10. Finance Committee Ben Davidson
- investment up-date/report (Ben investigations from last year)
 - members (president, secretary, treasurer, at-large member – Matt Webber, and current board member – Rob Evers)
 - Motion to move up to \$25,000 from the High Yield Account to the investment fund. Motion: Finance Committee. Motion Passes 6-0-0
12. Convention update:
 CPRFPR cancellation/postponment. Refund policy.
11. Board of Directors Kelli Sheehan
- Contact information / Email
 - Governance CD (2005 version) Bart Peterson
 - Leadership Presentation Kelli Sheehan
 - committees / volunteers
 - ownership
 - validation of volunteers (certificates of participation)
 - what do committees need, want, wish for ??
 - Colorado: \$100/term
 - Arizona: Plaque for BOD member
 - Utah: some monetary/physical recognition
 - New Mexico: nothing
 - Wyoming: Nothing
 - quarterly/monthly check-ins....
 - committee members accountability
12. District Secretary Bart Peterson
- RMATA monthly E-Blast
 - database
 - vote on line information
13. Polices & Procedures Kelli Sheehan
Bart Peterson
- Convention Manual Revision June 2005
14. Long Range Plan/Investment Goals Kelli Sheehan
- financial future/review and up-date
15. Membership Service Kelli Sheehan
- [SPORG On-line registration for annual meeting](#)
- Kelli Sheehan will investigate and bring a proposal to June Meetign of the BOD. Could possibly be used by states for registration at their meetings as well.

	Costs would be significant at first, but nominal yearly. Would allow for credit card registration.
16. RMATA Annual Clinical Symposium and Membership Meeting	Kelli Sheehan
a. Broomfield, Colorado, 2004 - final report (financial/hotel rooms/exhibits/etc)	Kelli Sheehan Bart Peterson Chris Mathewson
b. Phoenix, Arizona 2005	Kelli Sheehan Bart Peterson Ian McLeod
c. Salt Lake City, Utah 2006 Continue with Golf Tournament	Bart Peterson Lisa Walker Ian McLeod
d. Denver, CO 2007 -Site Selection assistance Helms Briscoe/Meeting Demands Motion: Contract with Helms Briscoe to deal with Site Selection for a two year trial for the 2007 and 2008 Denver and Phoenix Meetings. Motion: Az, 2 nd Wyoming. Motion Passed 6-0-0	Kelli Sheehan
e. future direction/ 2006 & beyond	Kelli Sheehan Ian McLeod Bart Peterson
- discount/complimentary registration	Kelli Sheehan
- refund policy	Kelli Sheehan
- meeting notice post card/brochure on-line/etc January mailing	Bart Peterson
- e-blast	Bart Peterson
- NetPost Services (post card mailing & USPS)	Bart Peterson
- future leadership training sessions Suggested topics to be given to Ms. Sheehan by June Meeting. Effective Committees Have female presenters as well.	Kelli Sheehan
- district meeting rotation 2011 - NM	Kelli Sheehan
- exhibitor concerns They want to be here, without being here too long, with maximum contact time.	Gregg Sheehan
- symposium CD /web site posting	Bart Peterson
- golf tournament Golf Tournament update from John Neel. Tournament went very well.	Kelli Sheehan

- registration fees next year (non-RMATA members) Bart Peterson
Two items:
 - Charge non-RMATA members the cost of Dues to NATA. The fees could be turned into to NATA as dues and increase membership.
 - Charge a higher late fee, and increase the window to 30 days prior to the start of the meeting.

Motion: To increase the late fee window to 30 days prior the start of the annual meeting, and increase the late fee from \$50 to \$100.00. Motion by NM, 2nd Co. Motion Passed, 5-1-0 Utah voted against.

Motion: All non-RMATA member registration fee to be \$150.00. Motion by UT, 2nd NM. Motion Passed, 5-0-0.

- re-affirm the \$25.00 registration fee for annual meeting Kelli Sheehan
Bart Peterson
Motion: Set RMATA member fee for the Annual meeting at \$25.00. Motion NM., 2nd AZ., Motion passed. 6-0-0.

- confirm numbers for awards banquet Bart Peterson
450 attendees. Put a box on the registration form for attending the awards dinner.
Motion: Charge \$5.00 for attending the awards dinner, and allow purchase of additional tickets at actual cost. Motion Ut. 2nd Wyoming, Motion Passed 6-0-0

- ADA Issues Kelli Sheehan
Bart Peterson
CART provider could be contracted to interpret for deaf attendee's. Would be at a lower cost.

- CEU provider for other entities - NSCA
Mr. Peterson directed to investigate

- e. Convention Program Committee (Friday 10 am) Sean Willeford
- up-date Speaker cost should be increased. We are on the low end of the national average, would suggest and increase to help get quality speakers.
Committee makeup should be distributed throughout the states.
Hotel space, breakout rooms need to be larger...minimum of 15-16 message tables, etc.

- f. Convention Coordinator – Communication Issues,

17. Budget Kelli Sheehan

- a. 2006 annual meeting Ben Davidson
- band/dance floor entertainment for awards banquet.....honors/award Kelli Sheehan
chairperson to organize.

18. Committee Reports

- a. Honors and Awards (Friday, 11 AM) Kelli Sheehan
Mary Ann Erickson

1. Educator Recognition

- 2. Hall of Fame Mary Ann Erickson
Jim Saladin

- RMATA HOF displayed at the national convention
 - up-date
 - Nomination process/timeline
June/Oct
- [NATA Booth space, informationa,](#)
[NATA Booth Space, informationb](#)
- 3. Scholarship
 - up-date
 - 4. Special Recognition
 - up-date
- b. Public Relations
- c. Practice Setting Committees
- SSATC
- d. RMSATA (Friday -9 AM)
- Student sessions received very well. Scholarship fund is being prepared and presented.
- e. Newsletter (Friday 9:30 AM)
- f. REF (Friday 10:30 AM)
[See attached report.](#)
19. Web Site (Friday- 10 AM)
- Web Site is main information source New Mexico is the only state not using the www.rmata.org domain. Jon Willey approved by the BOD as webmaster.
20. Newsletter (Friday)
- publication schedule
 - NetPost Services (post card mailing & USPS)
21. State Association Business

AZ

Jack Baynes

CO

Chris Mathewson

NM

Rob Evers

UT

Lisa Walker

WY

Nancy Robertson

22. NATA Business / Report
[D7 Leadership Directory abbrev.](#)
[D&O Insurance Information](#)

Matt Webber

a. District Secretary/Treasurer Committee Report

Bart Peterson
Ben Davidson
Matt Webber

See attached report

23. Other Items for the Good of the Order (RMATA/NATA)

a. NATA Board of Directors Meeting

Matt Webber

b. RMATA Board of Directors Meeting
- Indianapolis, IN

Kelli Sheehan

c. RMATA Semi-Annual Membership Meeting
- Indianapolis, IN
- Tuesday, June 14, 2005
- 5:30 - 7:30 PM

Kelli Sheehan

24. Membership Meeting Procedure

Kelli Sheehan

25. Adjourn

Kelli Sheehan

Motion to adjourn 12:54, Motion Colorado, 2nd Az.