

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
8:40am
2. Attendance/Quorum
 - Director: Matt Webber
 - President: Kelli Sheehan
 - Secretary: Bart Peterson
 - Treasurer: Ben Davidson
 - Arizona: Jack Baynes
 - Colorado: Chris Mathewson
 - New Mexico: Rob Evers
 - Utah: Lisa Walker
 - Wyoming: Nancy Robertson
 - Business Consultant: Rick Ball
 - NATA Executive Director: Eve Becker-Doyle
3. Welcome & Introductory Remarks
4. [Hotel Room Numbers](#) / [Leadership Directory](#) / [Board Directory](#) / [Audio File](#)
 Discussion surrounding the make up of committees, how to retain committee members, and attract more members to serve on committees. Current contact information for members of the Board of Directors.
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 is necessary.
 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 [Audio File](#)
 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 \(ballot\)](#)
Board Consent Vote: Jonathon Wiley passed by the Board as RMATA Webmaster. Valerie Herzog as the Utah Representative to the Convention Program Committee.
 Webmaster Computer discussion. Mr. Wiley requested that the RMATA purchase a computer for the webmaster. He has extensive experience in creating and maintaining webpages. He does not however have a computer at home to do the work on.
Motion to approve \$3500.00 expense for computer and software for webmaster use. Motion, Utah, 2nd Az. Passed 6-0-0
8. Membership Report
 Continued emphasis on getting the membership to keep their contact information updated on the NATA and BOC organizational databases. Members need to contact both offices to maintain that information. We continue to increase in membership. This has been seen in our meeting registration, both of Certified and Student members.
[- statistics/trends/etc](#)
9. Financial Report
 See attached Financial Report. Items also discussed include the income from Convention, Investments, Credit Cards, reporting of finances.
[- Financial Report](#)

10. Finance Committee

[Audio File](#)

- Mr. Davidson presented current information on investments to the board of directors.
- **Motion to move up to \$25,000 from the High Yield Account to the investment fund. Motion: Finance Committee. Motion Passes 6-0-0**

11. Convention update:

Hotel is full; we have met our room commitment to the hotel. Other issues with the CPR was cancelled for this mornings' class. This was due to unavoidable conflicts with the Fire Department contracted to offer the class. CPRFPR cancellation/postponement Refund policy was discussed. Number of registrants for this years' meeting, meals, meeting space.

12. Board of Directors

- Contact information / Email
- Governance CD (2005 version) for leadership includes all information including the 2005 Program CD.
- Leadership Presentation – The future of the Leadership session for RMATA and state leadership. The direction of the session was discussed.
- Committees / volunteers / ownership
Validation of volunteers (certificates of participation) what do committees need, want, wish for??
What does each state do?

Arizona: Plaque for BOD member

Colorado: \$100/term for Chairs and BOD members.

New Mexico: Nothing

Utah: some monetary/physical recognition (plaque and or certificate)

Wyoming: Nothing

There is the thought that when you volunteer to help the association you don't do it for recognition. But, it was also emphasized that we should recognize those who do complete their service.

Quarterly/monthly check-ins....

Committee members' accountability

- Chris Mathewson was asked to put together a proposal for a recognition system including budgetary needs.

12. District Secretary

- RMATA monthly E-Blast
- Database - Colorado would like to have a way to designate those members who have new information on the file. In addition, a reminder of the confidentiality of the information on the membership database.
- Vote-on-line information

13. Polices & Procedures

Convention Manual Revision June 2005 – The Manual is a work in progress. The plan is to review the manual again following the 2005 Annual Meeting to ensure that everything is up to date. Then send it to the BOD for approval in June at the Semi-Annual Meeting.

14. Long Range Plan/Investment Goals

[Audio File](#)

[Long Range Plan](#)

- Financial future/review and up-date

- The Plan was reviewed and updated to reflect the direction of the Board of Directors and the current status of the association.

15. Membership Service

[Audio File](#)

- [SPORG On-line registration for annual meeting](#)

Kelli Sheehan will investigate and bring a proposal to June Meeting 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. Costs would be approximately \$2.20 per member if credit card transaction occurred.

16. RMATA Annual Clinical Symposium and Membership Meeting

[Audio File](#)

a. Broomfield, Colorado, 2004

- [Final report](#) (financial/hotel rooms/exhibits/etc)

b. Phoenix, Arizona 2005

- Issues with the Awards Banquet and the number of attendees. There is not enough room in the banquet room for all attendees. Attendees will be ticketed.

c. Salt Lake City, Utah 2006

Continue with Golf Tournament in 2006. Issues with increased food and beverage prices, increased AV prices, as well as space issues discussed. Will be a better site than this year in respect to proximity to restaurants, and other activities.

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, 2nd Wyoming. Motion Passed 6-0-0

e. future direction/ 2006 & beyond

- i. The Convention continues to dominate discussions of the Board of Directors. Education of our members is of primary concern. Making the meeting affordable for the membership while providing maximal educational opportunities remains a balancing act that we have maintained and will continue to aim for. Continue to publicize the meeting using mailings, e-blasts, and the NATA News. Continued focus on the Leadership Training Session with emphasis on bringing a session to build the leadership of RMATA and of the states, effective committees. Suggestions include bringing in female presenters when appropriate as well.
- ii. The District meeting will rotate to the following states in corresponding years.
 1. 2006 – Salt Lake City
 2. 2007 – Colorado
 3. 2008 – Arizona
 4. 2009 – Utah
 5. 2010 – Colorado
 6. 2011 – New Mexico
- iii. Complimentary registration – Registration comps continue to be a concern. Criteria to be established, and included in the Convention Manual.
- iv. Exhibitors – The exhibitors continue to be a concern - They want to be here, but they want maximal exposure without being here too long.
- v. Symposium CD/web site posting seems to have worked well and will continue in the future.
- vi. Golf tournament – The Golf Tournament update from John Neel. Tournament went very well. It was requested by John Neel that a contact in each state to assist with organizing the Golf Tournament.
- vii. Registration fees next year (non-RMATA members) Two items proposed:
 1. Charge non-RMATA members the cost of Dues to NATA. The fees could be turned into to NATA as dues and increase membership.
 2. Charge a higher late fee, and increase the window to 30 days prior to the start of the meeting.
 3. **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.**
 4. **Motion: All non-RMATA member registration fee's to be \$150.00. Motion by UT, 2nd NM. Motion Passed, 5-0-0.**
 5. **Motion: Set RMATA member fee for the Annual meeting at \$25.00. Motion NM., 2nd AZ., Motion passed. 6-0-0.**
 6. **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**
- viii. Awards Banquet was a concern this year. This is the first year the awards banquet has been held on Saturday evening. Concern with the numbers attending the banquet. We have guaranteed 450 attendees. Put a box on the registration form for attending the awards dinner. We will put the box on the form in the future.
- ix. ADA Issues – We continue to work to provide appropriate accommodations for those requesting assistance under the ADA. We can use a CART provider could be contracted to interpret for deaf attendee's. Would be at a lower cost.

- x. CEU provider for other entities – NSCA – We will investigate becoming CEU providers for other entities. Mr. Peterson directed to investigate
 - e. Convention Program Committee [Audio File](#)
 - Speaker costs should be increased. We are on the low end of the national average, it is suggested that we increase the speaker fee 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 massage tables, etc.
 - f. Convention Coordinator – Communication Issues will work to improve communication. [Audio File](#)
 - After a year of on the job learning, the Convention Coordinator expressed that he feels much more comfortable with the issues. Exhibit Coordinator should be included as an Ex-officio member of the Program Committee.
 - g. Convention Manual – Will be worked on by the convention coordinator, secretary, and others involved, and presented to the Board of Directors for ratification in June.
17. Budget [Audio File](#)
 - a. 2006 annual meeting
 - band/dance floor entertainment for awards banquet....honors/award chairperson to organize.
 - Discussion on the budget for the annual meeting and the annual budget tabled to June Semi-Annual Meeting to be held in Indianapolis.
18. Committee Reports
 - a. Honors and Awards [Audio File](#)
 - 1. Educator Recognition – No recipient this year.
 - 2. Service Award – No recipient this year.
 - 2. Hall of Fame
 - RMATA HOF displayed at the national convention
 - Up-date
 - [NATA Booth space, information](#) a, [NATA Booth Space, information](#) b
 - Nomination process/timeline
 - June/Oct
 - 3. Scholarship – not awarded at District Meeting, will be awarded at the NATA Meeting.
 - Up-date
 - 4. Special Recognition
 - up-date – Years of Service Pins are still not here. There was a shipping error and they did not arrive. Will be mailed to recipients as soon as they arrive.
 - b. Public Relations - Appointed Andrew Henrichs as a member of the PR Committee in charge of internal marketing as well as external marketing (NATA News).
 - c. Practice Setting Committees
 - SSATC – NATA Rep. Michelle Coelho could be moving to California. We need to come up with a Rep if she does move.
 - d. RMSATA [Audio File](#)
 - Student sessions received very well. Scholarship fund is being prepared and should be ready for next year. Right now the criteria are being outlined for possible distribution in 2007.
 - e. Newsletter - Andrew Henrichs -- Possibly looking at splitting the spring newsletter up into [Audio File](#)
 - Two separate newsletters to reduce size. Newsletter Editor to be part of the Public Relations Committee charged with internal marketing and relations.
 - f. REF [See attached report.](#) Jenny Allen’s term is up. We will need to find a new District 7 [Audio File](#) representative to the REF. There are two other positions open for the REF as well. The REF District 7 Rep., the District 7 REF-PR, and the New Mexico Rep. Only 27 people contributed to the REF from District 7 in the last year.
19. Web Site -- Web Site is our 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. State Association Business [Audio File](#)
 - Arizona – March was Athletic Training Month declared by the Governor. Bill was submitted and passed in Arizona that closed a loophole for temporary permits. Also included a CEU provision for returning Licensees.
 - Colorado – Licensure is progressing on nicely. 25-30 very dedicated task-force members who are working very hard.

New Mexico – Two bills were passed related to Athletic Training, it was a very good legislative session.

Utah – Legislative efforts were going well, they just ran out of time. Ready to go for next year.

Wyoming – Conflict with the PT's over turf. PT's want to open up the exemption act and tighten it up.

University of Wyoming is now accredited as an educational program.

21. NATA Business / Report

[Audio File](#)

[D7 Leadership Directory abbrev.](#)

1. Dues Increase \$10 for online payment and \$15 for those who do not do it online. Vote to be on the floor during the NATA update at the meeting tomorrow.
2. [D&O Insurance Information](#) Charged Mr. Peterson to investigate D&O Insurance. NATA's Insurance carrier has informed them that they can no longer cover the Districts. Therefore, RMATA/District 7 must provide our own.
3. New membership classification. Military Inactive Category created for those members who are actively serving in the Military overseas.
4. Newly revised Mission Statement. Voted on during the NATA update during the meeting tomorrow.
5. Honors and Awards nominations will no longer be completed online.
6. Annual Meetings have been updated, June 27-July 1, 2006 New Orleans, June 26-30 2007 Anaheim, June 17-21 2008 St. Louis, June 17-21 2009 San Antonio, June 22-26 2010 Philadelphia.
7. Education Council, Dr. Starkey resigned and Ken Knight has taken his position as the Chair.
8. Degree Task Force, three recommendations were made. Comments can be made through December 2005. Implementation 2014-15 academic year. Will remain an undergraduate degree. Discussion on the impact to the Secondary School setting, and the Teacher/Athletic Trainer model.
9. Governmental Affairs progress and status were discussed. PAC, LIME-TEAM, CMS issues.
10. AMCSSAATF – To be published, and included in an Index for future reference as a primary source.
11. Sponsorship issues were discussed.

District Secretary/Treasurer Committee Report

There continues to be changes to the Membership database. Individual states will not see a difference, but if you do find errors or suggestions, please get them to the Secretary who will take them to NATA.

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

[Audio File](#)

- a. NATA Board of Directors Meeting – Meeting in May in DC.
- b. RMATA Semi-Annual Board of Directors Meeting
Date and Time TBA- Indianapolis, IN
- c. RMATA Semi-Annual Membership Meeting
- Indianapolis, IN
- Tuesday, June 14, 2005
- 5:30 - 7:30 PM

24. Membership Meeting Procedure

25. Adjourn

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