



**VATA
Executive Council
Conference Call Agenda**

Thursday, July 10, 2014
8:00 am EST

Jay Sedory, MEd, ATC, EMT-T, Presiding

Call to Order

Welcome- Jay Sedory, President

Roll Call- *p = in attendance

Attendees

Jay Sedory (President)*p
Beth Funkhouser (Secretary)*p
Ian Rogol (Treasurer)
Amanda Caswell (Past President)*p
Vacant (President Elect)
Rob Hammill (C & B)

Daniel Carroll (Region 1)*p
Jason Doctor (Region 2)*p
Scott Powers (Region 3)
Mitch Callis (Region 4)*p
Jorena Simpkins (Region 5)
DC Cobler (Region 6)*p

Guests

Jamie L (SP)
Mike S (PR)

Approval of June Meeting Minutes:

Motion to Approve- Danny Carroll

Second- Mitch Callis

Minutes were unanimously approved

Announcements – Jay Sedory

- NATA
 - NPI Number Campaign- This is very important. Big push for the membership. Send out an eblast, contact your regions with information.
 - Safe Sports School Awards- \$150 Application- Banner package
 - Direct Cost to the NATA is \$90
 - Compares to ADA seal of approval- consistent with other programs
 - Value is to the school to demonstrate they are doing the right thing by athletes.
 - BOC audit- Believe this has been completed
 - Asked Beth to confer with Ian that we are complete on the BOC audit
 - MAATA-
 - NATA BOD not approving travel for committee chairs to attend committee day. MAATA reimbursing committee chairs up to \$200 for committee day.
 - Bobby Gunn award- raised to \$1000. Encourage applicants in your region.

- District Meeting at Va Beach was in the green and a success
- Waiving District Directors attendance cost for state meeting was also voted on and approved. President has concerns about this that it is not a good use of funds.
 - Discussion Points
 - Amanda Caswell - Director update was useful at the last meeting. Seems like a good use of funds.
 - Jason Doctor- I could vote both ways. Do we need to build in time for the director to speak at the meeting now?
 - Beth Funkhouser- Director involvement at the state is beneficial. We're fortunate that the director is a state member, but that may not always be the case.
 - Jay having difficulty managing time with travel to AZ.
 - Ways to help in his absence:
 - Get C & BL voted on and done with
 - GAC
 - NATA Grant
 - Website Updates- Meeting minutes. Content for athletes/coaches
 - Connect with Co-chairs and get projects moving

Secretary Report- Beth Funkhouser

- Found State Leadership Forum eye opening. Nothing new to report.

Past President Report- Amanda Caswell

- Would like to hear more about the Policy & Procedures discussions at the State Leadership Forum

Old Business

- Budget- Amanda Caswell & Ian Rogol
 - Please send anything budget related that we need to be aware of or if anything has changed on your committees.
 - Go through Jay and hope to have budget for discussion on August 1.
 - Do we want to have a different fee structure for state only?

Logo Review- Jay Sedory for Mike Shetley, PR Chair

- DC confirmed as co-chair that #2 won with the survey, but will retain #3 as an alternate.
 - EC will implement use
 - Already budgeted for
 - Motion to approve new logos #2 as primary and #3 as alternate: DC Cobler
 - Second: Jason Doctor
 - No opposition- motion carries



- Relay thanks to Mike for his work with this
- Remind Ian to cut check for design so we may begin to use it.

Constitution & Bylaws- Rob Hammill not present- Dan Carroll representing on his behalf

- Referring to support Documents
- Article VIII- nominations for President elect
 - President can nominate- membership can then vote on that person
- Duties-
 - Move this on to the membership for a vote.
 - Motion to put to membership to formal vote: Jason Doctor
 - Second: Dan Carroll
 - Motion Carried
 - Beth instructed to work with Rob to get a survey out to the membership

Membership Survey

- Work this in on the budget development with Amanda & Ian
 - State Membership due structures

Survey for ATP- Dan Carroll, Co-Chair

- Jamie Frye is out on vacation so limited data to report right now-
 - 67 respondents so far
 - Trends are emerging that should help us plan the student portion
 - Estimate on when you will be ready to meet with AMPC?
 - Hope to have the data fully broken down by end of August.
 - Amanda Caswell suggested that the sooner we can get information out to program directors the better.
 - Agree to send a Save the Date for students

New Business

- Project Proposal- Jay Sedory for Scott Powers
 - Fund a sponsorship for Sentara Sports Medicine workshop
 - \$200-\$500
 - Follows our mission of providing and supporting CEUs
 - Need to get with Scott and finish project proposal and specific funding

Region Rep Reports

1. Dan Carroll- No News
2. Jason Doctor- no region news- call for proposals is out. Looking for Annual Meeting Sponsorships/Vendors. Send contacts to Scott or Kim
3. Mitch Callis- No new news
4. Scott Powers- Not on call
5. Jorena Simpkins- Not on call
6. DC- Nothing other than what was said in other business.

Committee Member Addition- Beth Funkhouser

- Nomination of Ellen Hicks for Scholarship committee to fill a vacancy
 - Confirmed credentials had been vetted and she was a member in good standing by all available accounts.
 - Jay Sedory put forth the nomination which was unanimously approved

Final Announcement

- Jay Sedory announced continued discussions with a Neuropsychologist and Taylor Hooten Foundation and is excited about the possibilities for collaboration there.

Adjournment

- Motion to adjourn: DC Cobler
- Jason Doctor: Second

Meeting Adjourned 8:42am

Supplemental Reports Follow.

Respectfully Submitted,
Beth Funkhouser, Secretary

MEMBERSHIP COMMITTEE REPORT

July 2014

Submitted by Emily Evans, Chair

Survey Summary:

The membership survey collected about 10% of 400 respondents' feedback. Most of the feedback was positive, in that they were interested in state-only membership. The benefits most often desired were discounted CEU opportunities (including annual meeting) and voting privileges. Since a state-only membership (\$30) is already included in our Constitution and By-laws, it is time to work out the payment details. The committee will discuss payment options and plans.

New Business:

I am working with the IT department at Lynchburg College to develop a program to sort the membership lists into Regions. John Reynold's father has been doing this for years, and I'm quite sure it hasn't been an easy task for him. Once the program is finished, I will send out an updated membership list to each Regional Representative. I am out of town until July 20th, but hopefully they continue to work on the program while I'm away. I will keep Beth and DC informed of the progress.

Constitution & Bylaws Amendments- July 2014

- *An amendment to Article III, Section 2 of the Bylaws is proposed to improve vetting of officer candidates*

Current Language:

A list of nominees shall be sent for the membership by the Nomination Committee at least thirty days before the annual meeting. The list shall include a short biography of each nominee. Nominations may also be made from the floor at the annual business meeting of the VATA.

Currently approved Amended Language:

Members interested in serving as officers to the VATA should submit their application by the posted deadline. The Nomination Committee will review all applications and submit a list of nominees to the membership at least thirty days before the annual meeting. The list shall include a short biography of each nominee. If no acceptable applications are received and approved by the Nomination Committee, an election will not be held. The position will then be filled for the interim by a candidate selected by the president of the VATA according to Article VII of the constitution.

Justification: Receiving nominations from the floor of the annual meeting does not allow for proper "vetting" or review of the candidate prior to the election. Ensuring the member is a Virginia resident, holds a license, and is in good standing are necessary. Accepting nominees from the floor is not prudent in practice.

Proposed Change to the Amendment:

Comment [RH1]: This is not true for President-Elect. It is true for all other elected positions.

Comment [RH2]: This should state "Article VIII"

Comment [RH3]: Might state an election will be held electronically as soon as an eligible candidate becomes available.

Comment [RH4]: Appropriate justification would not necessarily have to be a "Virginia Resident," but would have to be a Virginia licensed ATC and, of course, a VATA member.

Members interested in serving as officers to the VATA should submit their application by the posted deadline. The Nomination Committee will review all applications and submit a list of nominees to the membership at least thirty days before the annual meeting. The list shall include a short biography of each nominee. If no acceptable applications are received and approved by the Nomination Committee, an election will not be held. The position may then be filled for the interim by a candidate selected by the president of the VATA according to Article VIII of the VATA Constitution. An election will be held electronically as soon as at least one eligible candidate becomes available.

Comment [RH5]: This is not true for President-Elect. It is true for all other elected positions.

Justification: Receiving nominations from the floor of the annual meeting does not allow for proper “vetting” or review of the candidate prior to the election. Ensuring the member is licensed to practice athletic training in the state of Virginia and is in good standing are necessary. Accepting nominees from the floor is not prudent in practice.

- *An amendment to Article VIII, Section 3, Part C of the Bylaws is proposed to be in accordance with the amendment to Article III, Section 2 of the Bylaws.*

Current Language:

C. Duties –

1. Seek out qualified candidates for each office in the VATA
2. Submit a list of candidates to the Executive Council at least ninety days before the annual business meeting.
3. Responsible for sending a list of two candidates per office to the membership at least thirty days in advance of the annual business meeting. The list of candidates shall include short biographies.
4. Conduct an election of officers from those names on the candidate list and those nominated from the floor during the course of the annual business meeting.

Amended Language:

C. Duties –

1. Seek out qualified candidates for each office in the VATA
2. Submit a list of candidates to the membership at least 30 days before the annual business meeting. The list of candidates shall include short biographies.
3. Conduct an election of officers from those names on the candidate list during the course of the annual business meeting.

Comment [RH6]: Note: perhaps we change this to “...before any planned election.” Justification: we are moving towards online voting and this would be a good anticipatory move.

- *Article XI is proposed as an amendment to the Bylaws to improve the function of the day-to-day activities of the VATA Executive Council and the transitioning of new officers.*

ARTICLE XI: POLICIES AND PROCEDURES MANUAL

Section 1

The VATA Policies and Procedures Manual has been established for the day-to-day functions of the VATA. The most recent version of the Policies and Procedures Manual will be made available on the VATA website.

Section 2

The VATA Policies and Procedures Manual must be in accordance with the Constitution and Bylaws of the VATA. Policies and procedures that are not in accordance shall be reviewed by the Constitution and Bylaws committee and amended accordingly.

Section 3

The chairperson of the VATA Constitution and Bylaws shall oversee and manage changes to the VATA Policies and Procedures Manual.

Section 4

Any member of the VATA may propose an amendment to the Policies and Procedures manual. Amendment ideas must be submitted to the chairperson of the Constitution and Bylaws Committee for the VATA. The chairperson of the Constitution and Bylaws Committee may then bring it to the Executive Council for a vote.

Section 5

Changes to the VATA Policies and Procedures Manual may be made by a simple majority vote of an Executive Committee Quorum. Votes on changes to the VATA Policies and Procedures Manual may be done at any time as business needs arise. These votes may be done via electronic mail. Votes on changes to the VATA Policies and Procedures Manual will be effective immediately.

Justification: It is a recommended practice to have a policies and procedures manual with associations of our size and function. This will lead to easier transitioning for VATA leaders and create another level of transparency for them when conducting business on behalf of the membership.