



*MASSACHUSETTS SECONDARY SCHOOLS ATHLETIC DIRECTORS ASSOCIATION*

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| ➤ Fran Whitten, Executive Director          | ➤ Mike Roy, President                          | ➤ Andy Crisafulli, 1 <sup>st</sup> Vice President |
| ➤ Jay Costa, 2 <sup>nd</sup> Vice President | ➤ Keith Mangan, 3 <sup>rd</sup> Vice President | ➤ Tania Rich, Secretary                           |
| ➤ John Lynch, Treasurer                     | ➤ Dick Baker, Public Relations                 | ➤ Mike Denise, Past President                     |
| ➤ Michele Denise, Conference Coordinator    |  | ➤ Karrah Ellis, LTC Coordinator                   |

**Executive Board Meeting Minutes  
September 10, 2018 @ MIAA 10:00AM**

**Attendance:** Mike Roy, Fran Whitten, Andy Crisafulli, Mike Denise, Matt Trahan, Jim Davis, Keith Mangan, Thom Holdgate, Dick Baker, Terry Riley, Jamie O’Leary, Ted Zawada, Michele Denise, Jay Costa, Bill Gaine, Ryan Murphy, Rich Riley

**Regrets:** Karrah Ellis, Kelly Farley

Call to order at 10:05am by President Mike Roy. Welcome and introductions.

District D rep is OPEN. Jim Abel will fill the District G spot on the board.

**1. Secretary Report – Tania Rich**

- a. Review minutes from May 2018 meeting. Motion to approve May meeting minutes by Thom H. Second by Jay C. Approved unanimously (12-0).

**2. Treasurer's Report - John Lynch**

- a. John distributed income/expense report and a transaction summary (see attached) for FY18. In the bank, MSSADA currently has \$56,580.49 (\$13,711.25 in checking account and \$42,869.15 in the money market).
- b. Sponsorships have decreased.
  - a. Michele discussed creating a packet of what the sponsorship looks like for vendors.
- c. Motion to accept the financial report by Jay. Second by Andy C. Approved unanimously (13-0).

**3. MIAA Executive Director Report - Bill Gaine**

- a. Welcomed Keith McDermott, a new part-time assistant director.
- b. Dick Baker will retire from the MIAA in December 2018.
- c. Met with Fran and Mike prior to the meeting to discuss communication and being a team. Need for partnership and collaboration.
- d. District Workshops have started. District E met last week. Allowing more district business to be discussed at workshop.
  - a. Financial Challenges
  - b. Rule Proposals
  - c. NFHS Rules for all sports (football, volleyball, baseball). Amendments can be made by sport committees.
  - d. Redistricting Proposals

#### **4. MIAA Board of Directors Report - Thom Holdgate**

- a. Major Issue -- NFHS Rule discussions.
- b. Motion by Jay C. to reimburse Thom H. on his mileage to attend the district workshops across the state to present the redistricting proposals. Second by Andy C. Approved 12-0.

#### **5. Executive Director Report – Fran Whitten**

- a. Evan Gwozdz is the National Award winner for the scholar essay contest. Thanked the board for getting the word out about the essay contest and to Dick & Rich for reading the essays.
- b. MSSADA received commendations for level of membership (over 80%) and the second highest state for the number of courses AD's took (received a check from NIAAA).
- c. Fran has been appointed to the National Initiative and Assistance Network
- d. Section 1
  - a. There will be an open position on the board.
  - b. There are a number of states moving forward with state certifications (CT is leading the way).
  - c. Encourage the use of the NIAAA website. Update profile.
  - d. Seeking a vendor to sponsor the hospitality suite at the NADC
  - e. NFHS Citation Award – Need nominees
- e. National Update – Book hotels ASAP!

#### **6. Public Relations Report - Dick Baker**

- a. Distributed updated board directory and executive board handbook.
- b. Updated new athletic directors list

#### **7. LTC Coordinator Report – Karrah Ellis**

- a. Karrah is in Indianapolis at the LTC Coordinators Conference
- b. Rich reported that 502 (11/5/18) and 501 (1/7/19) will be offered at the MIAA office. CAA Exam will be administered on November 5<sup>th</sup>.
- c. New requirements as of 2019 – LTC 503

#### **8. Conference Updates – Michele Denise**

- a. Updated vendor registration and will do a mailing around October 1<sup>st</sup>
- b. Hotel information is ready to be updated online
- c. Seeking vendors. Send information to Michele & Terry and they will follow up.
- d. Conference Sub-Committee will begin meeting in October at 9:30AM prior to board meetings.
  - a. Will discuss criteria and packet for association sponsorship
  - b. Check what other states are doing with sponsorship information

#### **9. Awards Chair Report - Terry Riley**

- a. Board will vote during the November 5, 2018, meeting. District Reps should send Terry the list of district nominees. The google forms (packets) are due to Terry by October 19, 2018.
- b. NFHS Citation Award due April 1<sup>st</sup>.
- c. Discussion regarding longevity awards at luncheon. Add years of service question to the conference registration.

## **10. District Reports**

- A. Kelly Farley - District A
  - a. Not present.
- B. Ryan Murphy - District B
  - a. Will meet on Thursday.
- C. Jim Quatromoni - District C
  - a. Not present.
- D. TBD - District D
  - a. No rep.
- E. Ted Zawada - District E
  - a. District Workshop was 9/6. Will meet in October.
- F. Mike Capotosto - District F
  - a. Not present.
- G. Jim Abel - District G
  - a. Not present.
- H. Jamie O'Leary - District H
  - a. Nothing to report.

## **10. Old Business**

- A. Redistricting Committee Update
  - a. Met with District E last week – waiting on the survey results.
  - b. All of the surveys will be tabulated and presented at the November meeting.

## **12. New Business**

- A. MIAC Appointment recommendations
  - a. Motion by Keith Mangan to select the following MIAC represents: District B – Jim Davis, District D – Andy Crisafulli, District F – Jeff Leroux, and District H – Mike O'Connor.  
Second by Thom H. Approved 13-0.
- B. AD Chat tonight? No.

Motion to adjourn meeting at 11:40AM.

***Dates for 2018-2019: 9/10, 10/1, 11/5 (LTC), 12/3, 1/7 (LTC), 2/4, 3/4, 5/6***