



Minutes of the SEATA Executive Board Meeting

CSMM (Atlanta, GA)

March 9, 2019 (4:00 pm EST)



Roll Call

Official Minutes

X	District Director	Marisa Brunett, LAT, ATC	X	President	Gerard White, LAT, ATC	X	Vice President	Jeff Hopp, LAT, ATC
X	Treasurer	Tim McLane, LAT, ATC	X	Secretary	Donna Wesley, LAT, ATC			
X	Alabama President	Danielle Platt, PhD, LAT, ATC	X	Florida President	Erik Nason, LAT, ATC	X	Georgia President	Amos Mansfield, LAT, ATC
X	Kentucky President	Scott Helton, LAT, ATC	X	Louisiana President	Cary Berthelot, LAT, ATC	X	Mississippi President	Jeff Bryant, LAT, ATC
X	Tennessee President	Peggy Bratt, LAT, ATC				X	Parliamentarian	Chuck Kimmel, LAT, ATC

Meeting called to order with quorum (7 State Presidents) at: 4:20 PM Eastern

X = Present

SR = State Rep. present

AGENDA ITEM	DISCUSSION	RECOMMENDATIONS / ACTIONS
1. Call to Order (Roll Call)		
a) State Representative(s)	Welcome of new state presidents – AL, GA, LA.	Guests: Director Craig Voll (4); Mike Van Bruggen; Mike Wilkinson
b) Invited Guests / Members Present		
1. Review of Previous Discussion(s)		
a) EB Online Motion(s)		
b) Consent Agenda	<ol style="list-style-type: none"> November 4, 2018 Meeting Minutes Legislative Grant Request(s): <ol style="list-style-type: none"> KY \$3,000 Research & Ed Proposal Grant Request(s): <ol style="list-style-type: none"> Faculty Grant (\$2,000); : Landon Lempke and Robert Lynall Student Grant (\$1,000); Paige Clawson, Mentor: Phillip Gribble 	Motion (VP/TN): To approve the consent agenda. 7-0-0-0 Motion Approved.
c) Agenda Order	<ol style="list-style-type: none"> Would like to have a motion to set-aside the agenda to allow District 4 Director Craig Voll to address the Board. 	<p>Motion (AL/FL): To Set Aside Agenda for guest speaker(s) 6-0-0-1 (FL)</p> <p>Mike Van Bruggen: Foundation Report – He apologized for President Conway had to leave. Thank you for the donations to the Foundation at the fundraiser and other activities of SEATA. Thank you to those that are Circle of Champions members.</p>



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		<p>District 4 Director Craig Voll expressed his appreciation to the SEATA Executive Board for allowing him to present to our membership. He provided some additional information about the need for continued discussion about the feedback and process being developed for their proposal of a new District 11 (split of D4).</p> <p>Past-president Kimmel expressed his gratitude for the Board allowing a fundraising breakfast and for underwriting the breakfast to allow the ticket sales to go directly to NATAPAC.</p>
<p>2. Officer's Reports</p>		
<p>a) Director Brunett</p>		<p>Update was presented at Members' Meeting and material will be presented to Secretary Wesley for discernment to the membership.</p>
<p>b) President White</p>	<ol style="list-style-type: none"> 1. New Reimbursement Request Form 2. New Credit Card Charge Form for officers 3. The new Committee Reports Form seems to work well. Provided a report of all Committee Reports submitted. 4. See Committee Liaison assignments. Please reach out to the respective committee chair. 	<p>ACTION: President White will get with Sharri Jackson to get new Reimbursement Form placed on the SEATA website. President White will also look to update the Committee Reports to reflect the appropriate Board liaison.</p>
<p>a. Vice President Hopp</p>	<p>Contracts for 2022-23</p>	<p>President White and Vice President Hopp will be working with Conference Direct to get data from previous meetings for research data to use a third party about looking at other venues.</p>
<p>b. Secretary Wesley</p>	<ol style="list-style-type: none"> 1. COI Forms 2. Membership Updates 	<p>Executive Board members signed the Conflict of Interest Form for 2019. ACTION: Secretary Wesley will continue to work on getting committee chairs to sign the form.</p>
<p>c. Treasurer McLane</p>	<p>UPDATE: Treasurer McLane will investigate</p> <ol style="list-style-type: none"> 1. LATA EBP and Marketing Grant payment. 2. Jennifer Yoder about invoice for 2 SEATA Scholarships from 2018. 	<p>ACTION: Reimbursement for 1 LATA Grant will be included with next dues payment. Financial report was presented in Members' Meeting.</p>
<p>3. Committee Reports</p>		



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a. Standing Committees		
b. Ad hoc / Taskforce(s)		
i. Legislative Grant Taskforce (President Bratt – TN)	Update on ATCTION: Created a group to develop criteria to fund the SEATA Discretionary/Emergency Legislative Grant. (Treasurer McLane, Chris King (AL), Peggy Bratt (TN) named to the work group.) President Bratt was appointed as the chair.	ACTION: President Bratt will continue to work on finalizing the process and form development.
4. Old Business		
a. SEATA SWAG (Strategic Plan) Meeting	UPDATE: Secretary Wesley will compile the feedback and submit a report to President White to share with the Board.	ACTION: Secretary Wesley and President White will work to formalize the outcomes from the SWaG meeting.
a. Tier 4 Committee Procedures	Update on ACTION: President White will re-examine the committee set-up in the P&P to look at procedures for committee member nomination/selection for Tier 4 committees.	ACTION: President White will continue to follow-up on this and present an update soon.
5. New Business		Break: 5:21 PM - 5:34 PM
a. Capitol Hill Day Grants	Current grant funding is for two grants for each state for up to \$500. Question: Is this dollar amount still sufficient with recent increases in hotel and flight charges?	Treasure McLane and Director Brunett provided update on recent costs of attending the event. MOTION (VP/TR): Raise the Capitol Hill Day Grant to not exceed \$2000 for no more than two members per state. 7-0-0-0 Motion Approved.
b. Funding support for Committee meetings at CSMM	The current P&P is clear that we do not provide financial assistance for committee members to meet at CSMM. In order to promote more engagement of various SEATA committees to meet at CSMM, can SEATA provide one hotel room night and a registration waiver for committee members who conduct a meeting at CSMM.	Discussion about committee representation at CSMM and historical perspective and commitment and expectations about having a face-to-face meeting. Discussion was tabled as the need to evaluate financial impact and committee representation. ACTION: Any Board Member is to send comments about this topic to President White.
c. Wild Apricot new charges	Wild Apricot email: Recently, we notified you that we will be introducing a Payment System Servicing Fee. After hearing feedback from our customers, we have moved the date this fee comes into effect from April 2 to July 2, 2019 , to give everyone who wants to switch to Wild Apricot Payments more time to do so.	6:04 PM – Dinner Break/6:40 PM – Reconvene Treasure McLane is going to communicate with WildApricot about the fee increase and how it will impact us financially. The DST is investigating CVent for meeting registration.



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	<p>You will not be charged this fee if you use Wild Apricot Payments as your online payment system. The fee will only apply to paid accounts that use a third-party online payment system. The fee is equal to 20% of your chosen Wild Apricot billing plan.</p> <p>Currently, this fee may apply to one or more of your Wild Apricot accounts, and so a 20% fee may be added to each billing plan on the next renewal on or after July 2. However, if you switch to Wild Apricot Payments, this fee will no longer apply.</p>	<p>Secretary Wesley and Treasure McLane will do further investigation on this and present a proposal to the Board in the future prior to this date.</p> <p>Sec. Wesley reminded the Board that we will go to a free Wild Apricot site at the end of March.</p>
<p>d. Executive Board Conference Calls</p>	<p>After reviewing the Board Survey results, the conference call will be scheduled for the second Sunday of the month. New time is at 6:30 pm CST. 7:30 EST.</p>	<p>Director Brunett asked the Board to table scheduling further call scheduling until after the NATA Board establishes their conference call schedule.</p>
<p>6. Announcements</p>	<p>Upcoming EB Conference Calls Schedule</p> <ul style="list-style-type: none"> • March (No call due to CSMM) • April 7th • May 19th (5th = Cinco De Mayo; 12th = Mother's Day) 	<p>April 7 – 6:30 PM Central</p> <p>Tuesday, June 25 – 9:30 AM – 12: 30 AM in Las Vegas</p>
<p>7. Adjournment</p>	<p>Meeting adjourned at:</p>	<p>6:56 PM</p>



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Hon

1. Capitol Hill Day Grant
 - a. Submit to State President for State Association Approval
 - b. SEATA President approval
2. Safe Sports School Award Grant
 - a. Reviewed and approved by State Peer Review Team (Pres & SS Representative)
 - b. Report is submitted back to Exec Board.
3. Marketing Grant
 - a. Submit to SEATA Treasurer for review of completeness.
 - b. Submit to SEATA President to be placed on Board Agenda for approval.
4. EBP Education Grant
 - i. Submit to SEATA President for review of completeness.
 - ii. Placed on next Board conference call for Board approval.
5. Legislative Grants
 - a. Submit to President for review and approval by SEATA Grant Review Team (SEATA GAC Chair, Treasurer and SEATA President.
 - b. Needs approval of the EB.
- 6.