



Minutes of the SEATA Executive Board Meeting

Crowne Plaza Ravinia (Atlanta, GA)

March 7, 2020 (4:00 PM)



Roll Call

Official Minutes

P	District Director	Marisa Brunett, MS, LAT, ATC	P	President	Gerard White, LAT, ATC	P	Vice President	Jeff Hopp, LAT, ATC
X	Treasurer	Scott Byrd, LAT, ATC	P	Secretary	Donna Wesley, LAT, ATC			
P	Alabama President	Danielle Platt, PhD, LAT, ATC	P	Florida President	Erik Nason, LAT, ATC	SR	Georgia Representative	Jarod Sandler, LAT, ATC
P	Kentucky President	Scott Helton, LAT, ATC	P	Louisiana President	Cary Berthelot, LAT, ATC	P	Mississippi President	Jeff Bryant, LAT, ATC
P	Tennessee President	Peggy Bratt, LAT, ATC				X	Parliamentarian	Chuck Kimmel, LAT, ATC

— Meeting called to order with quorum (7 State Presidents) at: 4:05 EST

P = Present

X = Not in attendance

L = Late Arriving

SR = State Rep. present

AGENDA ITEM	DISCUSSION	RECOMMENDATIONS / ACTIONS
1. Call to Order (Roll Call)		
a) State Representative(s)	Jared Sandler, GATA Vice President	
b) Invited Guests / Members Present		Guests: Mike Wilkinson, Mike Van Bruggen
2. Review of Previous Discussion(s)		
a) EB Online Motion(s)	SEATA Family Scholarships	MOTION: (L/A/L) to approve the Scholarship Committee's recommendations to award two Family Scholarships to Catherine Floyd (RT Floyd) and Jonathon Horodyski (MaryBeth Horodyski). 7-0-0-0 Motion Approved
b) Consent Agenda	<ol style="list-style-type: none"> 1. February 9, 2020 Meeting Minutes 2. SSATC Report on Safe Sports School Awards 3. EBP Grant <ol style="list-style-type: none"> a) ALATA 4. Capitol Hill Day Grant Requests: <ol style="list-style-type: none"> a) Shawn Felton (FL) b) Lauren Self and Shawn Robinson (MS) c) Peggy Bratt (TN) d) Matt Sabin (KY) 	MOTION (VP/FL): To approve the consent agenda as proposed. 7-0-0-0 Motion Approved
5. Officer's Reports		



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a) Director Brunett	<p>NATA Board has not met since last SEATA Executive Board meeting. Thank you to the Officers and Board for their work on this event. NATA Housing should be opening “very soon”; volunteering shall be open soon. NATA is assessing the AT Expo and impact on potential vendors.</p> <p>Poll EB on NPI – By-Laws Enhancement Work Group (Director Coberly is heading this initiative)</p>	
b) President White	<ol style="list-style-type: none"> 1) Contacted both Elevation and PayPal to request that they cancel the SEATA merchant account. 2) Plan to meet with VP Hopp and Treasurer Byrd to review the expenses associated with the ATSS and the CSMM to provide the Board (and committees) with a Cost Analysis Report. 3) With approval of Treasurer Byrd, agreed to a \$1,500 charge by Cvent to permit SEATA and State Associations to utilize Cvent Premiere Survey tool. 	<p>ACTION: President White and Treasurer Byrd will follow-up on the Elevation and PayPal request. (\$50/mo non-compliant fee with Elevation). Elevation has already credited account with service fees.</p> <p>ACTION: VP Hopp and Treasurer Byrd will develop the Cost Analysis Report.</p>
a) Vice President Hopp	<ol style="list-style-type: none"> 1. Update on ATs Care Workshop: ATs Care Individuals Course was cancelled due to low enrollment by the NATA. 2. ATEC Registration numbers – 35 attendees 3. CSMM Update – file has been added to Dropbox for selection of 2022-2023 for combined meeting 	<p>ACTION: Dropbox has been updated with new additions to the RFP responses. 3 state responses (AL, KY, LA) and were ranked Windham (Orlando), Sandestin (Miramar), Sheraton (B'ham).</p> <p>ACTION: President Berthelot, President Bratt, President Platt will assist Vice President Hopp in the review of hotel RFPs.</p>
b) Secretary Wesley	<p>Membership Update provided to Board CSMM MarComm Update read report from Social Media Coordinator. Elections Update provided with state breakdown of participation was provided.</p>	<p>ACTION: Secretary Wesley will post Membership Stats and lists in Dropbox; state CSMM attendance breakdown.</p>
c) Treasurer Byrd	<ol style="list-style-type: none"> 1. UPDATE on: President White and Treasurer Byrd will be working with the Finance Committee to have a committee meeting at the CSMM. 2. UPDATE on: Treasurer Byrd will be working with getting the financial records reconciled before the March Meeting after he has full access to the SEATA Accounts. 3. Discussion about requesting bids for new financial institution to manage all of the SEATA accounts. 	<p>ACTION: A forensic accounting review will be performed because to ensure that any discrepancies are identified and addressed. Asked for last 18 months of bank statements for the review.</p> <p>ACTION: President White will notify the Board once he has access to the Investment Account and when Treasurer Byrd has access to the Accounts.</p>
6. Committee Reports		
a) Standing Committees		



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i. Finance Committee	<p>Update on: President White has asked that Treasurer Byrd schedule a Finance Committee Conference Call or Meeting.</p>	
ii. Research & Ed Committee	<p>The committee recommends that the following states identify and select a new state representative:</p> <ol style="list-style-type: none"> 1) Florida – (Chris Brown) 2) Louisiana 3) Georgia 4) Kentucky (Matt Sabin is App Coordinator) <p>President Platt – NPI is a requirement for a grant.</p> <p>President Platt – R&E Committee wants to develop a Policy & Procedure for Events.</p> <p>Discussion about moving the Executive Board meeting back to the beginning of this event.</p> <p>Historical perspective: Weekends of Sweet 16 and Final 4 dates in March.</p>	<p>ACTION: President White asked that President Nason ask his interested member to complete the Committee Interest Form that is available on the SEATA website.</p> <p>ACTION: Add a state representative notification link to the SEATA website</p> <p>MOTION (SEC/AL): To fund expenses of up to 10 SEATA representatives (determined by the SEATA President) to attend the 2021 EATA Convention for the purposes of planning for the 2022-23 Combined SEATA Meeting. <i>7-0-0-0 Motion Approved.</i></p> <p>ACTION: Director Brunett to contact D10 to get a copy of their Event Meeting Manual and to share with the SEATA Convention Committee.</p> <p>ACTION: Officers will create a Convention Committee by the April 5 Conference Call.</p> <p>ACTION: President White will draft a letter to express the Board's appreciation, support and commend the REC for their time and dedication to SEATA and the membership.</p> <p>ACTION: Move the Executive Board Meeting to the day before the CSMM starts.</p>
Dinner	Break for Dinner at: 6:24 PM	Resumed at: 7:03 PM
b) Ad hoc / Taskforce(s)		
i. Legislative Grant Taskforce (President Bratt – TN)	Tabled until Treasurer Byrd can review and offer a recommendation	TABLED
c) NATA Foundation	<p>Mike Van Bruggen provided an update to the Board:</p> <ol style="list-style-type: none"> 1) Rachael Oats scholarship has been fully endowed for this year and has raised over \$63,000. The generous donation of \$10,000 by SEATA is greatly appreciated and the Foundation is grateful to Jeff Konin and Chuck Kimmel for leading the efforts in leading the fundraising efforts. 	



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	2) Thank you to SEATA for again being the exclusive sponsor of the Free Communications program. 3) Research Grants will be awarded in June and Scholarships will be announced later this Spring. 4) Additional details regarding the Foundation events during the 2020 NATA Convention were provided and more details are available on the Foundation's website.	
7. Old Business		
a) NONE		
8. New Business		
a) Revisit NATA Foundation Donation at 2020 NATA Convention in Atlanta (President Bratt)	1. Approved: \$5,000 for sponsor of Free-Communication and \$5,000 for Sports Sponsor Level during the Foundation Event of the 2020 NATA Convention. This does not impact sponsorship of Free Communications	MOTION (TN/AL): Motion to increase the sponsorship level from the previously approved \$5,000 to a total of \$10,000 for the 2020 NATA Foundation Event in Atlanta. 7-0-0-0 Motion Approved ACTION: President White and Treasurer Byrd will ensure that previous \$5,000 donation is updated accordingly.
b) CSMM Funding Requests	The R&Ed Committee has a budget of \$7,500. The two professional grants being funded by SEATA equals \$5,217.60. They are requesting funding of two remaining grants that were submitted: Grant # 3: \$3, 337.60 Grant 4: \$1,880.00 <i>(\$2,000 noted math discrepancy)</i>	MOTION (KY/AL): To Approve the 2 grants submitted for funding as presented by the Research & Education Committee. 0-7-0-0 Motion Failed MOTION (AL/KY): To approve the 2 grants submitted by the Research & Education Committee at the amount of \$5,337.60 and to commend the Research & Education Committee for their efforts in reviewing and selecting the grant recipients and overall excellent work with the 2020 CSMM programming. 7-0-0-0 Motion Approved
c) GATA Funding Request	GATA would like to propose funding for our Annual Awards banquet at NATA. GATA is working with NATA to help fund the event. GATA is asking for funding the remaining balance of our event.	MOTION (GA/FL): To have SEATA allocate \$2,000 for a one-time grant to assist in funding GATA's awards luncheon at the 2020 NATA Convention. 7-0-0-0 Motion Approved ACTION: Order 7 SEATA Signs for state branding of grants and EBP sessions.
d) Capitol Hill Day/Covid19	Discussion about the possible cancellation of events and refunding of tickets that are already purchased. Authorized President White	MOTION: (FL/LA) To allow the SEATA President the authority to reimburse out of pocket expenses if Capitol Hill Day is cancelled for any reason on a case-by-case basis. 7-0-0-0 Motion Approved



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		Break: 8:24 PM before Executive Session
e) Executive Session		Entered Executive Session 8:30 PM; No guests in the room. Out of Executive Session 9:21 PM
7. Announcements	<ul style="list-style-type: none"> 1st Sunday @ 6:30 pm CST / 7:30 EST - April 5 - May 3 - June (NATA) 	
8. Adjournment	Meeting adjourned at:	8:24 PM / 9:21 PM