



**District 3 Executive Council Meeting
Monday, October 26, 2015
via GoToMeeting**

- I. Meeting was called to order by Director Aronson at 8:14am ET
- II. Roll call:
 - a. Patricia Aronson, District Director
 - b. Jim Berry, District Secretary
 - c. Ray Davis, District Secretary
 - d. Martin Baker, Past District Director – ABSENT
- III. District/NATA Committee Member Replacements
 - a. Director Aronson provided a summary of the members who have been selected to fill the following committee positions beginning in June, 2016.
 - i. Committee on Professional Ethics to replace Jatin Ambegaonkar. Suzanne Konz (WV) and Zach Garrett (WV)(At Large Member)
 - ii. Executive Committee for Education to replace Jolene Henning. Debbie Bradney (VA)
 - iii. Professional Development Committee replacing James Scifers. Anh-Dung “Yum” Nguyen (NC)
 - iv. Post Professional Education Committee replacing Joni Roh. Bonnie Van Lunen (VA)
 - v. Professional Education Committee to replace Katie Flanagan. Meredith Petschauer (NC)
 - vi. Specialty Awards Committee to replace Katie Flanagan. Bob Casmus (NC)

- b. Director Aronson provided an overview of the selection process for new committee members. An E-blast announcement was sent to members advertising openings and asking members to submit applications to Jim Berry, Berry sent applications to Director Aronson for review and she forwarded them to current committee members (DIII reps) in those offices. Director Aronson then consulted with the DIII reps via phone. Director Aronson and the committee chair ranked each applicant after which the applications were sent to NATA Chairs of each committee for review. Director Aronson discussed the candidates with the NATA Chairs and then called #1 persons and also #2 and #3s if appropriate to interview the candidates. A final decision was then made regarding which candidate would be appointed and all candidates were sent e-mail announcements.
- c. **Director Aronson asked that a note of thanks be extended to departing committee members at the end of their term and an announcement of new committee appointments be included in the next “60 Second News” in November. Jim Berry will complete this task.**

IV. District Treasurer’s Report

- a. Ray Davis expressed that the Fall 2015 Newsletter was done very well, but at 22 pages long, was considerably more expensive than past editions. Jim Berry was not aware of the associated costs per page of the newsletter (\$80/page) and now that he is aware of this cost, he will make changes in the format of future newsletters to limit the number of pages by making use of more hyperlinks to the District website from the newsletter, using smaller pictures and graphics, etc.
- b. Ray Davis provided a District Meeting Site Selection Committee update. He reported that Jason Mitchell is leading the charge on this process and that the actual time line for the selection process does not begin officially until February of 2016. He indicated that Jason’s primary charge currently is assuring that each state in the district has a representative in place to assist with the selection process. Jason feels that these state reps will have more familiarity with the properties that may submit proposals to the committee. The timeline for this process is as follows:
 - i. Feb 8, ‘16 – HelmsBriscoe requests proposals from properties.
 - ii. Feb 22, ‘16 – Deadline for properties to submit proposals to HelmsBriscoe.
 - iii. Feb 29, ‘16 – HelmsBriscoe send Jason Mitchell the edited proposals.
 - iv. Mar 1, ‘16 – Jason Mitchell submits proposals to Ray Davis to distribute to State Representatives.
 - v. Mar 22, ‘16 – Deadline for State Representatives to have conducted extensive review of their state properties and submit their preferred site(s) to Ray Davis.
 - vi. Mar 25, ‘16 – Pat Aronson, Ray Davis, Jim Berry, Lori Bristow, and Jason Mitchell will decide the 1-3 sites that will be up for membership vote.
 - vii. Mar 28-Apr 1, ‘16 – Membership voting.
 - viii. Apr 4, ‘16 – Ray Davis/Jason Mitchell will notify HelmsBriscoe of selected property & begin processing a contract.

c. Ray Davis shared a proposal from District Meeting Chair Jason Mitchell requesting the purchase of various technology hardware to assist with the administrative and registration components of the annual district meeting. This hardware will be the property of the District and will be in the possession and care of the Annual Meeting Chair.

i. After discussion between Director Aronson, Jim Berry, and Ray Davis approval was granted for Jason Mitchell to purchase the appropriate technology hardware necessary to assist with the administrative and registration components of the District 3 meeting. The purchase is not to exceed \$2000.

V. Election Committee Update

a. In light of Past District Director Martin Baker's absence, Director Aronson provided a brief update on the progress of the Election Committees' charge from the May, 2015 District Council meeting regarding campaigning for elected positions in the District. Martin Baker recently reported to Director Aronson that the committee was working on the project and Director Aronson reported that she hoped that any new guidelines for candidates would be in place in time for the next District elections scheduled for October, 2016.

b. Director Aronson also reported that she is currently working on creating a "letter of obligation" for the District Director's position. This letter will be signed by all candidates as part of their candidacy for District Director. This document provides a description of the duties for the office, a general timeline of yearly meetings and activities, guidelines for campaigning, etc. The document will be finalized once recommendations are returned from the Election Committee.

VI. District Secretary Update

a. Secretary Jim Berry reported that the District Secretaries completed their Fall conference call on Sunday, October 25, 2015. One of the primary topics of discussion during the call pertained to what levels crisis management support are currently available to NATA members in each state. Berry also intimated that the committee received brief input from BOD liaison AJ Duffy regarding the efforts that were undertaken by the BOD following the Boston Marathon Bombing to insure appropriate care and debriefing for athletic trainers involved in that event. At that time, the NATA assisted with identifying and making resources available at the behest of former President Jim Thornton. There were some initial documents and proposals made, but there is nothing currently officially in place at the national level. NATA Executive Director Dave Sadler reported to Director Aronson that past-President Thornton and Rachael Oats are currently developing a plan for the NATA. Jim Berry reported that, after polling each District 3 state, no states in District 3 currently have official crisis management plans or teams in place.

- b. **Secretary Berry was asked by Director Aronson to send a notice to our state presidents requesting that Jim be notified of any student-athlete deaths or catastrophic injuries as soon as possible along with any information regarding any athletic trainers in DIII that may be working at the institution. Berry will then inform the District Council members of the situation as well as Brandy Jones (DIII representative to the NATA Public Relations Committee) in order to insure that the appropriate support and communications can be made on behalf of the District.**

VII. Past and Future Goals for District

- a. Director Aronson reviewed the primary accomplishments of the District leadership over the past two years. Central among these was the review and approval of the District's Constitution and By-Laws which was approved by the district membership during the May, 2015 District meeting.
- b. Director Aronson, Secretary Berry, and Treasurer Davis all agreed that it would be good to bring all state members of district committees together during the District Meeting in May, 2016. **Berry will work on communicating this desire to the state leaders and committee members so they can plan appropriately for the May meeting. Director Aronson will promote this effort as well.**
- c. **Secretary Berry reported that he is also going to look into identify the number of NATA non-renewal members in District 3 and attempt to identify ways, including making personal contact with them, to invite them to renew their NATA memberships and rejoin the Association. It is his hope that we can increase our numbers of NATA members in District 3.**

VIII. Meeting was adjourned by Director Aronson at 8:52am