

**NIAAA BOARD MEETING  
NIAAA Office  
Indianapolis, Indiana  
Sunday, February 7**

**President Nance called the meeting to order at 8:00AM and made opening remarks.**

**Present at the meeting were:** Darryl Nance, SC, President; Annette Scogin, AR, President-Elect; Sam Rasmussen, IN, Past-President; Holly Farnese, PA, Secretary; Frank Pecora, VT, section 1; Phil Rison, Mt. Sterling, Kentucky, section 2; Larry Moklestad, Iowa, section 4; Dory Smith, St. Louis, Missouri, section 5, Lawrence Johnson, NM, section 6; Marc Hunter, UT, section 7; David Williams, Billings, Montana, section 8, Tommy Marshall, GA, region A at-large; Richard Bechard, Overland Park, Kansas, region B At-Large, Jerry McGee, NC, NEDC representative, Bruce Whitehead, Executive Director; Michael Blackburn, Associate Executive Director.

**Absent:** Miraculously None

**ACTION ITEMS:**

**A. On motion by Holly Farnese, seconded by Tom Marshall, the Board approved the minutes of the December 11,15, and 16, 2009 meetings with correction on December 16, 2009 minutes has Rison misspelled . Unanimous.**

**B. On motion by Lawrence Johnson, seconded by Sam Rasmussen, the Board approved the Financial Report for July 1,2009 through January 31, 2010. Unanimous.**

1. Checking	\$ 524,619.40
2. Reserve	\$ 671.206.74
3. Endowment	\$ 551.699.54
4. AAO	\$ 4,570.41

Mike Blackburn shared a cost analysis of IAA publication. Bruce Whitehead shared a cost analysis of Leadership Training classes conducted at the conference. As an information item to the Board, Bruce Whitehead also presented a complete Financial Report for the Annual Meeting showing costs for all NIAAA functions conducted at the conference.

**On motion by Frank Pecora, seconded by Annette Scogin, the Board approved the Athletic Administrators Outfitters (AAO) Logo Shop Financial Report. Unanimous.**

**On motion by Frank Pecora, seconded by Tommy Marshall, the Board approved the IAA Magazine Financial Report. Unanimous.**

**C. 2010 Awards**

**On motion by Holly Farnese, seconded by Marc Hunter, the Board accepts the NIAAA Past-President Council recommendation for the T. E. F. Award recipient. Unanimous.**

There were no additions made to the Award of Merit Pool at this time.

**D. Appointments to Committee Leadership – Holly Farnese**

**On motion by Annette Scogin, seconded by Phil Rison, the Board approved the appointment of Ed Lockwood as Certification Vice-Chair. Unanimous.**

**On motion by Annette Scogin, seconded by Marc Hunter, the Board approved the appointment of Todd Sampson as Credentials Vice-Chairs. Unanimous.**

E. ***On motion by Holly Farnese, seconded by Lawrence Johnson, the Board approved the application for a Professional Outreach Program in Tulsa, OK in July, 2010. Unanimous.***

F. ***On motion by Larry Moglestad, seconded by Richard Bechard, the Board approved the addition of a conjunctive clarification phrase to the NIAAA By-Laws Article IV Section B1 to now read;***

***A minimum of five (5) years NIAAA membership and five (5) years state athletic administrator association membership and currently a regular member of both associations and an active athletic administrator employed by a school district. 12-0-1(Farnese).***

#### **DISCUSSION/ACTION ITEMS:**

A. Goals

1. Darryl Nance reviewed the 2009 Board Goals.

2. Bruce Whitehead reviewed 2009-10 Staff Goals.

***Congratulations to Michael Blackburn on his Induction to the National Council of Secondary Schools Athletic Directors (NCSSAD) Hall of Fame.***

3. Darryl Nance appointed a sub-committee; to develop 2010 Board Goals. They are, Annette Scogin, Chair, Holly Farnese, Frank Pecora, Marc Hunter, Larry Moglestad, and Dory Smith. This sub-committee will report to the Board before the end of this February Board Meeting.

B. NIAAA Quality Program Award

Darryl Nance presented the proposed NIAAA Quality Program Award. The program uses the LTC 799 Assessment Model to be reviewed and evaluated for three levels of program achievement in schools. There will be three levels of achievement, exemplary, distinguished and meritorious. The implementation details were discussed as well as an application fee and timelines. Four schools will have their programs reviewed as a pilot. These were solicited by NASPE prior to withdrawing from the recognition program. The NIAAA has now accepted the program and is working toward launching the program in January of 2011. The program will be a section-meeting topic with further explanation.

***On motion by David Williams, seconded by Lawrence Johnson, the Board approved the NIAAA Quality Program Award proposal, in principle. The four presentations solicited by NASPE and presently in the NIAAA Office will be reviewed as pilot programs. In July financial and procedural details of the NIAAA's Quality Program Award initiative will be finalized. 9-1(Rison)-3(Hunter, Moglestad, Marshall).***

C. The Board reviewed and discussed the proposed Program Assessment Site Model. Upon invitation from schools, current and retired NIAAA members with extensive and comprehensive knowledge and experience as high school athletic administrators will work in assessment teams to conduct assessment of local or district high/middle school programs. District or school assessment criteria would be taken from NIAAA Leadership Training Courses 799-Standards of Excellence and the program assessment instrument contained therein and 707-Assessment of Athletic Programs and Personnel and the instruments contained therein.

***On motion by Tommy Marshall, seconded by Richard Bechard, the Board approved, in principle, the Program Assessment Site Model to be finalized in July when the 2010-11 budget is built to sustain the initial cost of training section coordinators. Unanimous.***

A sub-committee will finalize procedures. Darryl Nance will chair that committee and the members are Lawrence Johnson, Dory Smith and Phil Rison along with staff.

D. Committees

1. The Board reviewed and discussed the Evaluations of Chairpersons by Board Liaisons. All evaluations are outstanding.

2. The Board reviewed and discussed the Committee Attendance Forms/Evaluations submitted by the committee chairs. The Board made commendations and recommendations.

3. Holly Farnese presented the 2011 Committee Vacancies. Two hundred committee applications are on file. Appointments will be made to committees in July. The appointments are made to insure section representation, gender and diversity.

E. The Board reviewed and discussed the "Friends of NIAAA" Membership Category. Sam Rasmussen has been appointed as Chair of the developmental committee. He will appoint members to this committee and he and his committee will report to the Board in July.

F. Board Sub Committee Reports

1. Personnel/Office Holly, chair (Phil, Lawrence, Sam)

***On motion by Annette Scogin, seconded by Phil Rison, the Board approved the committee recommendation to adjust Schedule A of the Employment Agreement by and between Bruce D. Whitehead, Executive Director of NIAAA. Annual Compensation would be increased 3.38% beginning July 1, 2011. Unanimous.***

***On motion by Lawrence Johnson, seconded by Tommy Marshall, the Board approved the committee recommendation to adjust the Schedule A of the Employment Agreement by and between Michael L. Blackburn, Associate Executive Director of NIAAA. Annual Compensation would be increased 3.38% beginning July 1, 2011. Unanimous.***

***On motion by Phil Rison, seconded by Tommy Marshall, the Board approved the committee recommendation to adjust the salary of the NIAAA Office/Professional Development Manager to be increased by 3.38% beginning July 1, 2011. Unanimous.***

***On motion by Phil Rison, seconded by Lawrence Johnson, the Board approved the committee recommendation authorizing the office staff advertize, interview, and employ a full time NIAAA Certification and Leadership Training Program Manager. Unanimous.***

This position will replace the part time position of Fran Flannery who has announced her retirement.

***On motion by Marc Hunter, seconded by Richard Bechard, the Board approved the committee recommendation for a compensation for the NIAAA Part-Time Intern Employee to be \$10.00 per hour for maximum of 45 weeks at 20 hours per week at a total compensation of \$9,000.00. Unanimous.***

***On motion by Lawrence Johnson, seconded by Frank Pecora, the Board approved the committee recommendation to adjust Schedule A to the Employment agreement by and between WLS Sports Marketing , Inc., Director of Sales and Marketing to be increased 3.38%. Unanimous.***

***On motion by Holly Farnese, seconded by Frank Pecora, the Board approved the committee recommendation for the addition to the NIAAA employment agreement to read;***

**Employees reaching the age of 65 and eligible for Medicare will be provided supplemental insurance. Unanimous.**

2. Finance Sub-committee Report

Larry, chair (Frank, Jerry)

Present: Bruce Whitehead, Larry Moglestad, Frank Pecora, Jerry McGee: Not in attendance but did provide documents reporting our current financial holdings, trends, balances – Mike Manion  
The finance committee meeting occurred during the February NIAAA meeting in Indianapolis. The following topics were discussed:

- For the year ending December 31, 2009, the NIAAA stock portfolio was up 14.7%, while the NIAAA fixed income portfolio was up 5.1%. Combined the two portfolios netted \$106,546. Over the last 3 yrs. the S&P has been down 5.6%, the Dow Jones 3.1%, while the NIAAA stock portfolio was down 0.43%. This is due to our philosophy of being conservative in nature in our portfolio & that we had raised a fair amount of cash in late 2008 prior to the worst of the financial crisis.
- The reserve balance started the period with a balance of \$669,653 and ended as of 1-31-10 with a balance of \$676,062 for a net gain of \$6409. The reserve acct. holdings are almost exclusively held in fixed % rate of return type investments.
- The endowment fund ended the fiscal year with a balance of \$569,899. With regards to past history last year the fund did dip below \$500,000 for a time, and the high point of the endowment fund has reached \$604,000.
- Mike Manions analysis of the upcoming year is he feels there will be a mild correction that could last for several weeks in the early stages of 2010 in the 7-10% loss range. At this point his prediction is evident as endowment fund balance as of 1-31-10 has had a drop in value of \$18,200 to a balance of \$551,669.
- Factors that affect the bottom line in 2010 will be unemployment #'s nationally, this did show a positive sign in the last report. Also to manage the fund annually the expense to the NIAAA is approximately \$5000 which does affect the over-all rate of return on the investment. Another positive is that 25% of the 500 companies that make up the S&P reported quarter 4 earnings up 505% from a year ago.
- Of the 24 stocks currently held in the endowment portfolio 12 have shown a profit and 12 have shown a loss, this is a big improvement from last year as only 5-6 were positive.
- Last year's transactions included selling 15 various stocks from 1-1-09 thru 12-31-09 resulting in a net loss for the year on those particular stocks of \$16,066.
- In closing it is perceived that the economy has improved and should improve over the next few years. Unemployment will remain at current levels for several years until it hopefully settles in at the 5% range. Bank lending is weak, but productivity and consumer confidence is gaining strength. Mike feels very comfortable with the companies that are owned in the NIAAA's accounts.

3. Scholarship

Annette, chair (Dory, Rich)

Present: Annette Scogin, Richard Bechard, Dory Smith

The meeting occurred during the February NIAAA meeting in Indianapolis. Annette updated the committee on the history of the Scholarship Essay Award. The following was discussed:

- Board Members are asked to call State Liaisons to have Scholarship Award information put in the state newsletters by next week. Discussion followed about why some states submit more applicants than others. Some states offer financial awards at the state level, which helps with the number of applicants. Some Athletic Directors are informed of the requirement to join the NIAAA in order for an applicant from their schools to qualify for the award.
- It is recommended that Mike Blackburn include information on the Scholarship Award in the next NIAAA electronic newsletter.
- The scholarship application was reviewed. It was agreed to remove “siblings” and “colleges applied to” in the application only relevant information.
- It was recommended to have the applications available to be completed on line.
- Wording on the award certificates was reviewed and it was agreed to change the wording to clarify the award to honor not only the submitted essay but also the “scholastic, leadership, and sportsmanship” contributions by the scholarship applicants to align with purpose statement. (see attachment)
- It was recommended to ask Walter Sargent to seek out possible sponsors to cover the costs of the Scholarship Award.
- It was recommended to submit press releases to national, state and local print and TV media recognizing the Scholarship Award Winners.
- Due date is February 28, 2010 to State Liaisons.
- Recommended at Section meetings to design a way to select winners at the end of March 2011 rather than February 2011 to allow more time for states to select applicants with State Liaisons.

***On motion by Holly Farnese, seconded by Sam Rasmussen, the meeting was adjourned for the day @ 5:00PM. Unanimous.***

### **Monday, February 8**

**Darryl Nance reconvened the meeting @ 8:15AM.**

F. Board Sub Committee Reports (Continued)

4. Marketing Marc, chair (Tommy, David)
  - a. Discussion of electronic version of a digital IAA with advanced options. No one has requested an electronic version in the past year. Mike Blackburn was asked to investigate the electronic aspect of the IAA.
  - b. Buyers guide has only two paying customers. The rest are sponsors. It is not categorized. Naylor company wants to pursue updates to the buyers guide.
  - c. Naylor also wants to investigate ads for the e-news-letter. Maybe one or two for the year. Naylor would set the price and finalize with Mike.

- d. Update on NIAAA in other publications - High School today and Athletic Management, will have the color benefits of NIAAA membership page in their publications. Will check with National School Boards publication. We will send to all states, Ex Dir, and Liaisons asking for inclusion in state conference registration packets.
- e. Hall of Fame wall display options were discussed and decided. Mike will check all samples.
- f. The committee suggests each state formalized their state logo in a yet to be determined format. The second part is a request that each state send a paragraph about innovations in their state in the last year for the newsletter. Third, the office wants a state lapel pin, if you have a pin, for display on a national map in the office.
- g. IAA printing charges and cost. Mike informed the committee of IAA printing charges and costs.
- h. Tommy and Dave will develop a draft of an evaluation instrument for the NIAAA Marketing Director.

A list of NIAAA conference functions was developed to provide the Marketing Director. He will consolidate the list and place dollar amounts on each function and try to secure a sponsor for each of these functions. This is an effort to provide sponsor opportunities for companies who might not have the money available to participate at one of the sponsor levels.

***On motion by Marc Hunter, seconded by Holly Farnese, the Board approved the design for the NIAAA Office "Hall of Fame" display. Unanimous.***

#### G. Leadership Training Report – Jim Teff

In Attendance: Bruce Whitehead, CMAA, Executive Director, Mike Blackburn, CMAA, Associate Director, Jim Teff, CMAA, Program Director/Personnel, Jim Watkins, CMAA, Course Review Coordinator, Dr. Scott Smith, CMAA, Curriculum Coordinator, Don Bales, CMAA, State Coordinator's, Patty Conrad, Office Manager

#### Minutes:

A. Don Bales reviewed the State Coordinator's Meeting in Dallas and presented Issue Bin Items for consideration for the September, 2010 Workshop. It will be conducted at the Holiday Inn Crowns Plaza at the Indianapolis airport.

B. The dates for the 2010 Workshop are September 11-13, at the Airport Crowne Plaza Hotel in Indianapolis.

1. A Tentative Agenda was developed for the September Workshop. Final copies of workshop agenda will be sent by Don for feedback & review. Some topics that will be addressed are as follows:

- a. Self Assessment - John Olson
- b. In-Service Promotion - Jim Teff
- c. Site Assessment - Bruce Whitehead
- d. Strategic Plan Update - Bruce Whitehead
- e. NIAAA Accreditation report - Bruce Whitehead

C.Plans for the Orlando Conference were discussed. The teaching times have been finalized and all courses will be taught and have been slotted into one of the four teaching times.

D. Meeting Schedule -

- 1.Coordinating Committee Meeting - J. Teff
- 2.Course Chairs & Conference Presenters - J. Teff
- 3.Joint Meeting with Certification - J. Teff
- 4.New Presenters Orientation - J. Watkins
- 4.State Coordinators Meeting - D. Bales

E. An updated Presentation Needs Document was discussed. Following the February meeting it will be sent to all chairs and presenters for feedback and response.

F. Patty reviewed the Orlando facilities for Leadership Training. It is being recommend that the storage room be close to classes and that the course presentation room size be large enough to accommodate between 80 – 100 attendees for all classes.

G. Special Needs Attendees - Deaf, Wheelchair, etc. - As Needed, Keep on agenda for reference

H. Summer Board Meeting –LTC 627 – Administration of Interscholastic Sports Strength and Conditioning Programs will be taught as a pilot at the summer meeting if it is ready. If not, it will be piloted in September for the state coordinators. Jim Watkins, Lee Green, Peg Pennepacker, Arthur Ballard and Steve Berseth will be reviewing and revising the three legal courses at the summer meeting.

I. Bruce presented an update on the Leadership Training financials from the conference.

J. The LTC 710 manual topics are in the process of finalization and will be available to states in the fall. This course will have ten to twelve one hour topics on a CD and states will be allowed to choose the three or four topics they will teach. It should be noted that even though there may be different topics used when the course is taught, an individual will receive credit for 710 only one time.

K. A review of the updated yearly checklist for the CC was made, copies will be sent electronically to all members.

L. A recommendation for Leadership Training Chair/Vice-Chairs was presented for discussion. Following Bruce's OK it will be presented to Board for official approval in July.

M. Course Review process was presented by J. Watkins and is currently being implemented. LTC 615, LTC 619 and LTC 723 were reviewed and revised during this meeting. Jim presented the current six year revision plan.

N.Scott Smith presented the update on new course development. LTC 627 might be ready to pilot in July but, if not, it will be piloted in September prior to teaching live in Orlando in December.

Potential topics that are being explored for new courses include:

- a.Health & Safety for Student Athletes
- b.Performance Enhancing substances
- c.Chemical Use
- d.Healthy Life Style
- e.Injuries
- f.Concussion Management
- g.For the Love of the game – Positive Sporting Behavior – it begins with you

- h. Fourth Legal Course
- i. Technical Course Adjustment
- j. Synthetic Turf Course - Mark Nichols

Some of these might be put together into one course.

P. Restructuring of the Leadership Training Coordinating Committee was discussed and staff provided a proposal for restructuring the committee duties upon the retirement from the committee of Dr. Olson on December 31, 2010.

***On motion by Annette Scogin, seconded by Dave Williams, the Board approved the recommendation of the LTC Committee to implement LTC Course Chair/Vice Chair Assignment and response document. Unanimous.***

***On motion by Phil Rison, seconded by Larry Moglestad, the Board approved development of three new LTP courses; Health and Safety for Student Athletes, Positive Sport Behavior, and Synthetic Turf Management. Unanimous.***

***On motion by Phil Rison, seconded by Annette Scogin, the Board approved the recommendation of restructure of LT Program: Jim Teff, CMAA, Program Director/Personnel, Jim Watkins, CMAA, Associate Director/ Review Coordinator, Dr. Scott Smith, CMAA, University Liaison/New Course Coordinator, Don Bales, CMAA, State Coordinator's/New Course Coordinator & Self Assessment, Duane Kramer, CMAA, Conference Leadership Training Booth/In-Service Coordinator, James Perkins, CMAA, National Conference Course Facilitators. Unanimous.***

This restructuring will take place January 1, 2011 upon the retirement of Dr. Olson.

#### H. Strategic Plan

Gerry Durgin presented the first draft of the NIAAA Third Strategic Plan. The Board will present the plan during the spring and summer section meetings for input from the state leadership. The plan will be voted on by the board at the July meeting. Gerry, Leslie Moore, Denny Fries and Blane Gaison along with the entire committee are to be commended for their great effort in producing this significant document to guide the organization for the next five years.

#### I. Committee Reports and Formal Recommendations

1. The board reviewed committee reports and minutes.
2. Action on Recommendations

##### Awards

***On motion by Annette Scogin, seconded by Tom Marshall, the Board approved the recommendation of the Awards Committee to require only one signature, from either the State Athletic Administrator Association President or the Executive Director on all DSA nomination forms. Unanimous.***

***On motion by Tommy Marshall, seconded by Phil Rison, the Board approved the recommendation of the Awards Committee's revision of the Frank Kovaleski Award Application wording with correction of the application deadline and the addition of new LTC classes not included on the present list. Unanimous.***

##### Certification

***On motion by Annette Scogin, seconded by Larry Moglestad, the Board approved the attendance of a sub-committee (no more than five people) of the committee to attend a July Meeting in Indianapolis. Unanimous.***

##### Credentials

The Board referred the request from the committee for an identifying vest back to committee for financial information to be given to the Board in reference to cost.

The order of At-Large Speeches will be;  
Section. Section, Section

***On motion by Annette Scogin, seconded by Phil Rison, the Board approved the request of the committee to more prominent display the Voting Times in the conference program and display signs during the conference. Unanimous.***

The Board indicated the pre-printed sign-in requests are the responsibility of the committee.

Retired

***On motion by Annette Scogin, seconded by Dory Smith, the Board approved the committee recommendation to increase the retired chair stipend to \$300.00. Unanimous.***

J. Hall of Fame

***On motion by Larry Moglestad, seconded by Dory Smith, the Board approved the term limit for the Hall of Fame Selection Committee. Unanimous.***

The Hall of Fame Selection Committee has rotated off the representatives from Sections 1, 2 and 3. The Board representatives from those sections will bring recommended candidates to the July board meeting. No member of either the screening or selection committees is eligible for the Hall of Fame while on these respective committees.

***On motion by Annette Scogin, seconded by Larry Moglestad, the Board accepted all nominations from the Hall of Fame Selection Committee class of 2010. Unanimous.***

***On motion by Larry Moglestad, seconded by Holly Farnese, the Board approved all candidates ranked by the Hall of Fame Selection committee for induction into the NIAAA Hall of Fame, class of 2010. Unanimous.***

K. Bruce Whitehead and Mike Blackburn will represent the NIAAA at the retirement celebration of Bob Kanaby on April 15 in Indianapolis.

***On motion by Larry Moglestad, seconded by Sam Rasmussen, the Board approved selection by the office staff of an appropriate gift from NIAAA to be presented to Bob Kanaby upon his retirement. Unanimous.***

L. The NIAAA is seeking accreditation of NIAAA Leadership Training Program from the North Central Association Commission on Accreditation and School Improvement. This will involve a application process, application fee, and a site visit by a team of four. The association must achieve seven standards.

***On motion by Lawrence Johnson, seconded by Annette Scogin, the Board approved the name change of the LT Program to the "NIAAA Leadership Training Institute".***

M. The Board reviewed the evaluation of the 2009 Conference. Information contained in the survey is crucial to the future planning to best serve our membership.

***On motion by Sam Rasmussen, seconded by Marc Hunter the Board directed the NIAAA executive director and associate director to work with NFHS staff to develop a national conference budget for approval. Unanimous.***

2. The Board reviewed the Tentative 2010 Conference Schedule and made initial revisions to NIAAA functions being held during the conference.

N. Section Meeting

1. The Board reviewed and discussed the December section Meeting Minutes.
2. The office staff and the officers will develop the Spring/Summer Agenda.
3. Sites/Dates for Section Meetings.

a. Section 1 – Saratoga Springs, NY – Saratoga Inn	March 21	Bruce/Darryl
b. Section 2 – Canton, OH – Holiday Inn	June 18-19	Mike/Holly
c. Section 3 – Stone Mountain, GA - Stone Mtn Inn	May 22-23	Bruce/Sam
d. Section 4 – Naperville, IL - Holiday Inn Select	June 21-22	Mike/Holly
e. Section 5 – Omaha, NE - Holiday Inn	June 9	Bruce/Sam
f. Section 6 – Albuquerque, NM -	March 11	Mike/Annette
g. Section 7 – Las Vegas, NV -	June 5-6	Bruce/Annette
h. Section 8 – Coeur d’ Alene, ID – Shiloh Inn	June 5	Mike/Darryl
i. Executive Directors – Stone Mountain, GA - Inn	June 13-16	Darryl, Mike, Bruce

O. Third Strategic Plan

The Board discussed the plan item by item to prepare for presentation at Section Meetings.

P. 2010 Board Goals Sub Committee Report

**New Initiatives:**

1. Aggressively communicate the benefits of NIAAA “dual/modified dual membership” to increase membership by all states and Washington DC.
2. Begin implementation of the initial phase of the NIAAA the third strategic plan.
3. Pursue and promote School Program initiatives, i.e. Quality Assessment Program, Invited Site Visit for Athletic Program Assessment.
4. Advance the technological services available for NIAAA members.

**On Going Initiatives:**

1. Continue efforts to encourage ownership of all members in the association by attending section meetings and state conferences.
2. Continue the Professional Outreach Program.
3. Continue to promote middle school athletic administration.
4. Continue to enhance relationships with other strategic alliances.
5. Continue to Investigate, develop and secure new revenue sources.
6. Continue utilization of the endowment funds for the benefit of the membership.

Sub-committee members; Annette Scogin, chair; Larry Moglestad; Holly Farnese; Dory Smith; Frank Pecora; Marc Hunter

***On motion by Annette Scogin, seconded by Dave Williams, the Board approved the 2010 Board Goals. Unanimous.***

***On motion by Holly Farnese, seconded by Tommy Marshall, the Board meeting adjourned for the day @ 5:15PM.***

**Tuesday, February 9**

**Darryl Nance resumed the meeting @ 8:00AM.**

Michael Manion from Woodley Farra Manion Portfolio Management, Inc. met with the Board to discuss the management of the NIAAA Reserve and Endowment Fund. This was a teaching session for the Board to inform and educate the present Board members on the decision-making and process by which funds are managed.

**Information Items**

A. Jerry McGee presented the NEDC report. He reviewed the history of the NEDC and its involvement to today. There are thirty-four states that now have Executive Directors of their states. There will be a change of Leadership as of January 1, 2011 as Jerry McGee retires. The NEDC has succession plan and an organization plan for the future. The July Meeting will be held in Stone Mountain, Georgia, June 13-16, 2010. Bruce Whitehead, Mike Blackburn and Darryl Nance will attend.

B. The board reviewed the rotation of future Board positions.

C. Walt Sargent presented the NIAAA Marketing Report via conference phone.

D. Conference Advisory Committee

1. The Conference Advisory Committee met at the NIAAA office January 31-February 2, 2010. This is the first year the NIAAA has hosted the meeting in the four-year joint conference partnership.

2. The Board will make an appointment from Section VIII as a representative to the committee. That appointment will be as of January 1, 2011.

E. The NIAAA has received \$2,161.00 from the NFHS from our agreement with the Coaches Education Monies.

F. The athletic College Fair organized by Career Council, Inc (NJ) will hold a pilot in the Indianapolis area. Bring colleges into gymnasium, the company will transport students to location. Twenty-two schools attended this first planning session. The maximum number of students that could attend at any one event is 1,000 students. The event date will be October 24, 2010, tentatively scheduled for Butler University.

G. The Board discussed the 2010-2011 Budget Special Considerations as the budget begins the development process for finalization in July. The NIAAA LTI continues to be a significant revenue stream. The LTI In-Service Program will be a future source of income. The certification program, membership and coaches education monies all produce income for NIAAA. The Hall of Fame, Staffing, Strategic Plan, Web Site, and Life Insurance are all expense categories to be considered.

H. The Summer Meeting Schedule was developed and will be July 8-12, 2010 in Indianapolis, IN.

I. Future Meetings

1. Spring Conference Call – April 28, 2010 @ 1:00PM Eastern Standard Time.

2. Summer Board Meeting – July 8-12, 2010

3. Fall Conference Call – Late October

4. Orlando Conference – December 15-19, 2010, Marriott World Center, Orlando, FL

5. Mid-Winter Board Meeting – February 5-8, 2011

6. Summer Board Meeting – July 7-10, 2011 or July 14-17, 2011 (TBD)

7. Indianapolis Conference – December 9-13, 2011, Hyatt Hotel, Indianapolis, IN

***On motion by Phil Rison, seconded by Dory Smith the meeting adjourned at 11:00AM.Unanimous.***