



WADA Executive Board Wisconsin Athletic Directors Association Meeting Notes

Date: November 9, 2021
Time: 15 minutes after the wrap-up luncheon
Location: Kalahari Board Room (Post 2021 Conference)

- I. Call to Order -- Welcome New Board Members 12:54 pm call to order
- II. Attendance (all in attendance)
- III. Responsibilities of Board - Districts and Officers
 - [Handbook](#)
 - [Bylaws](#)
- IV. Workshop Review - to be shared with the Kalahari Staff by the Executive Board
 - A. Hotel Rooms/Check-In
 - a. Wifi in rooms
 - b. Availability of rooms in Sands and timely room reservations
 - c. paying on different credit cards
 - B. Mini-Session Rooms
 - a. Need to stay in the hallway, reduce to 7
 - b. Technology, connectors, presenter information (bring laptop and cords)
 - c. Small table for storage/presenting in each room
 - d. sound management
 - C. Key Note Rooms
 - a. ½ round seating for rounds in a keynote room
 - D. Meals
 - a. Set the salads prior to seating
 - b. Begin food prior to "start" time
 - c. pizza party management - GoogleForm?
 - E. Vendor Hall
 - a. Sound management
 - F. Schedule change
 - a. Monday change well received
 - b. WIAA round table reduced to 3 longer time frame
 - i. Communication, regulations, staffing
- V. Thank You Notes: (Personal Notes) - Need to reorder stationary
 - A. Linzi/Duane Gronning- Nathan
 - B. Tim and Lori Collins - Nathan
 - C. General Speakers - Todd
 - D. Vendors - Jim Sekel
 - E. District ADs who nominated DSA and AD of Year - District reps
 - F. Retired ADs - Nathan/Todd
 - G. Those ADs who attended from your district email, but personal note to new AD's

- H. Kalahari Staff (Joey/Bart) - Greg
- I. Major sponsors - Greg
- J. Other

- VI. Workshop Evaluation - On-line survey (Michelle) - Review at Jan. Meeting
 - A. Logic survey for conference attendees vs non-attendees
 - a. Increase engagement of assistants
 - B. Calendar impact - contracted through 2030
 - a. Friday-Monday
 - b. Shift week prior
 - c. Status quo

- VII. [Strategic Plan](#)
 - A. Implementation of new staffing and responsibilities
 - B. Keeping the retired AD's in the loop

- IX. [2021-2022 WADA Calendar - Tentative](#), will finalize at January meeting

- X. 2022 Workshop
 - A. Administrative Assistants (Eric Nee)
 - B. Main Speakers (Nathan)
 - C. Mini-Sessions (Shawn)
 - D. Presiders (Eric)
 - E. LTI Offerings (Melissa Gehring)
 - F. Attendee Benefit (Tim)
 - G. District Service plaques (Brittany)

- XII Google Shared Drive in December

- XIII. NIAAA Conference - December 10-14, 2021 Denver, CO

- XIII. Other

- XIV. Adjourn 1:47pm by Groshek, 2nd Schlitz