**Maine Interscholastic Athletic Administrators Association Board of Directors**

**March 6, 2023 Meeting Notes**

**Present:** Rich Buzzell, Bunky Dow, Gerry Durgin, Jason Fuller, Dennis Kiah, Ryan LaRoche, Todd Livingston, Fred Lower, Tracie Martin, Craig Sickels, Jonathan Spear, Gary Stevens, Paul True, David Utterback, Dennis Walton

**Absent:** Ron Ericson, Dan MacLeod, John Ryan, Joe Schwartzman, Cliff Urquhart

***Call to Order***

Meeting was called to order at 9:00am at the Maine Principals’ Association office in Augusta.

***Approval of January 17 Minutes***

Minutes of the January 17, 2023 meeting were approved unanimously.

***Executive Director’s Report – Gerald Durgin***

* MIAAA Spring Conference
	+ Spring conference is all set except for the breakfast speaker – Dan Koppen will not be able to speak
	+ Topics for the conference are timely
	+ There will be sponsors speaking at some of our events
		- Financial contributions from these people are significant
		- New to the MIAAA
	+ 48 vendors are currently registered
		- Record number for the MIAAA
		- 15 people have not yet paid
		- Several new vendors to this event
	+ Anticipated income of $7000 from vendors or donors
	+ FinalForms is a vendor at our event and will attend the May meeting of the MIAAA
	+ LD 485 Update
		- Gerry Durgin will speak before a legislative committee on1:00pm on Thursday, March 9
		- Gerry has organized twenty packets of information for these people
			* NIAAA Leadership Training booklet
			* List of NIAAA Leadership Training offerings – national webinars and in Maine
			* *Profile of Athletic Administration*
			* List of MIAAA Board of Directors
			* Description of MIAAA mission
			* Diversity, Equity, and Inclusion work
			* Proposed revisions for the document
			* MIAAA proposes that NIAAA certification standards will meet standards for athletic director certification in Maine
			* MPA, Maine Superintendents Association, a lobbyist, and Senator Joe Rafferty will speak in support of the proposal.
	+ Strategic Planning Update
		- Meeting on Friday, March 10 at the Maine Principals’ Association office
		- Plan to finalize the MIAAA Strategic Planning document at this meeting
	+ DEI Coordinator Update
		- Jon Solomon and Susan Robbins are candidate for this position
		- Gerry recommends that the DEI Committee and directors conduct the interviews for the process
		- Likely to conduct the interviews in an on-line fashion
		- Goal is to have this position filled by April
	+ Financial Report
		- PayPal issue – our accounts were not breached
		- Gerry is setting up meetings with KeyBank every two months
			* Recommendation to put money into savings where it is protected
		- Gerry has moved $24,000 from checking account to savings account
		- Money for Leadership Training courses is still coming in

***MIAAA Assistant Director Report – Gary Stevens***

* *MIAAA News*
	+ March Issue
		- Focus on spring conference
		- Coming out end of next week
* MIAAA Twitter Update
	+ Tweets - 5175
	+ Followers – 1498
	+ Analytics – Focus on advertising spring conference
* NIAAA Section 1 Financial Report - $9637.89
* Maine Basketball Commission Topics
	+ Leagues or individuals should share feedback
* **Legends of Maine Athletic Training Recognition – Thursday luncheon**
	+ Kate Anagnostis
	+ Brian Bachelder
	+ Donald Crane
	+ Audrey MacKenzie
	+ Phil Mateja
	+ Carl Nelson
	+ Dr. John Ryan
	+ Chris Sementelli
	+ Greg Tosi
	+ Arlene Verre

***Associate Director for Leadership Training and Certification Report – Todd Livingston***

* Registration for LTC courses has a deadline of March 10
* Currently 36 people have registered for 56 courses
* Materials have been coordinated with instructors

***Associate Director for Awards and Communication –Bunky Dow***

* 86 people participated in nominating individuals
* Gerry spoke about the awards process
	+ “Maybe the most important thing that we do all year”
	+ Fortunate to have great members who do great work
	+ Focal point of members at our conference
	+ “Keep in mind we represent a state, not a league . . .”
* Bunky reviewed guidelines for selecting awards
* Award winners were selected – presenters for each of the awards were also chosen
	+ Robert Lahey Athletic Administrator of the Year
	+ Martin E. Ryan, CMAA Award of Excellence
	+ MIAAA Leadership Award
	+ Larry Labrie MIAAA Distinguished Service Awards – Local and State Levels
	+ Keith Lancaster, CAA Professional Development Award
	+ MIAAA Past Presidents Rising Star Award
	+ Excellence in Middle-Level Athletic Athletic Administration Award
	+ Media Award
	+ Don Dow MIAAA Scholarships
		- Boys – Aiden Sanders (Stearns High School)
		- Girls – Grace Gray (Cape Elizabeth High School)
* The Board of Directors reviewed last week’s luncheon and banquet programs to ensure that order of events is accurate.
	+ Need for updated MIAAA logo
* Bunky has everyone’s NIAAA award materials with the exception of one person – will submit this week via FinalForms.
* Process of collecting student essays continues – will be ready by the end of the month

***Other Business***

* Jordan Ferreira has developed an app for the MIAAA Spring Conference.
* Financial picture of the organization is in good shape, but the Board should look at future of scholarships – we may be able to do more than we are currently doing.
	+ Look at how awards are distributed (rural/urban, regional)
	+ Important to keep our balance level no higher than it currently is
* Motion: The Board voted to award two additional Don Dow $500 scholarships, one for a male and one for a female.
	+ Boys – Quinn Dillon (Gorham High School)
	+ Girls – Lexi Bjork (Greenville High School)
* Gerry has notified the NIAAA office that Maine is interested in doing outreach programs; the MIAAA is eligible for reimbursement for this program.
* Monday, March 13 – NIL Zoom professional development session – 10:00am
* Thursday, March 30 – Collating meeting at Gorham High School – 3:00pm
* The Board will meet via Zoom on Monday, March 20 to review final details for the spring conference.
* David Utterback confirmed that the DEI officer interviews will take place on March 14.

The meeting was adjourned at 11:45am

Respectfully Submitted,

Gary Stevens, Assistant Director

Maine Interscholastic Athletic Administrators Association