**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