



MASSACHUSETTS SECONDARY SCHOOLS ATHLETIC DIRECTORS ASSOCIATION

✦ Fran Whitten, Executive Director
✦ Mike Roy, 2ND Vice President
✦ John Lynch, Treasurer
✦ Phil Vaccaro, Conference Coordinator

✦ Karrah Ellis, President
✦ ANDY CRISAFULLI, 3rd Vice President
✦ Dick Baker, Public Relations

✦ Mike Denise, 1st Vice President
✦ Tania Rich, Secretary
✦ Jim Abel, Past President

**Executive Board Meeting Minutes
December 5, 2016 @ MIAA 10:00 am**

Members in Attendance: Karrah Ellis, Fran Whitten, John Lynch, Jim Abel, Phil Vaccaro, Andy Crisafulli, Thom Holdgate, Bill Gaine, Michelle Denise, Ryan Murphy, Terry Riley, Rich Riley, Jay Costa, Tania Rich, Jim Davis

Regrets Received: Joan Schultz, Scott Francis, Dick Baker, Matt Trahan, Melissa Dlugolecki, Dave Lezenski, Jim Quatromoni, Mike Denise

Call to order at 10:16am by President Karrah Ellis.

1. Secretary Report – Tania Rich

a. Review minutes from November 2016

Motion to approve meeting minutes from November by Jay Costa second by Thom Holdgate (approved 9-0-0).

2. Treasurer's Report - John Lynch

John distributed an Income/Expense (5/1/16 through 11/30/16) report and a transaction list through November 30, 2016. In the bank, MSSADA currently has \$71,775.84 (\$29,280.19 in checking account and \$42,495.65 in the money market). See attached report.

Update on Membership: 112 members paid; 14 purchase orders received; total of 126 members

3. MIAA Executive Director Report - Bill Gaine

- Fall Tournaments – 31K students-athletes and over 1,300 teams participated this fall; 20 sportsmanship awards; 31 state champions (30 were public school champions); highest attendance at Gillette Stadium; overall a successful fall
- Championship Breakfasts – Any rep of a sport committee can bring up the breakfast and discuss potential and logistics for sports that do not host one prior to the state championship
- Sportsmanship Summit – Great turnout! Thanks to Phil V.!
- Announced that Ann Trytko has been hired as an assistant executive director. She will replace Ned Doyle and will start on January 9, 2017.
- Breakfast at National – Good response for attendance at the breakfast
- Acknowledge Letter from Karrah/Fran re: Annual Meeting – Thank you for the letter. Will meet to discuss. Looking at the “Benefits of the Partnership of the Principal and AD” panel at the MSSAA meeting during the summer institute.

4. MIAA Board of Directors Report - Thom Holdgate

The board met on November 7, 2016. The next meeting is scheduled for December 7, 2016.

Updates:

- New BOD at large member - Stephanie Sibly (Excel HS Principal)
- Football alignment discussion
- Finance Committee – Full report this month; MIAA is in a fiscally sound position
- District Workshops – Attendance discussion
- Executive Session re: football litigation
- My Reason Why – NFHS promotion
- Westboro HS & Clark Tournaments were approved
- Academy of the Pacific Rim has been voted in as a new member school (met all criteria)

5. Executive Director Report – Fran Whitten

- Received a letter from Mike Blackburn, Executive Director of NIAAA – Highest attendance for this year's national conference
- Received a letter from Gary Stevens (Executive Director of Maine) – During the section meeting and delegate meeting, there will be a vote taken to add a fourth at-large positions. Section 1 is in favor of adding a fourth at-large position.
- Fran contacted Dick Baker re: the website – Fran and Dick will work with Phil N. on the website updates. Fran will bring updates/changes to the board. Possibility of posting the financial reports under members only --- still brainstorming this idea.

6. Public Relations Report - Dick Baker

- Not present

7. LTC Coordinator Report - Rich Riley

- LTC 501 will be offered on January 9, 2017. Tania will send out an email to the membership about the class. Hopeful for at least a dozen.
- MSSADA Conference the following courses will be offered: LTC 610; LTC 710B; LTC 504, 506, 508

8. Conference Updates – Phil Vaccaro

- As of today, 17 vendors who have paid. Sent a Happy Holidays message to all vendors. We are two over the number of vendors we had at this time last year.
- New sponsors – State Champions for the pre-banquet social; RADD is interested in the conference gift
- Gift – Hoping to have samples for the next meeting (maybe a bag or smaller portfolio)
- Finalizing the event with the hotel will take place in February

9. Awards Chair Report - Terry Riley

- MSSADA Group photo at the next meeting
- Terry will work with Mike Denise on the program
- Dick Baker will notify award winners in January
- Award Banquets
 - Wednesday Luncheon – Damko, President Award of Merit, Professional Development
 - Thursday Dinner – AD's, Assistant, Joao Rodrigues

10. District Reports

- A. Dave Lezenski - District A
 - a. Not present
- B. Melissa Dlugolecki - District B
 - a. Working on filling openings on sport committees
 - b. Large group attending the National Conference
- C. Jim Quatromoni - District C
 - a. All committees, but one principal on the ski committee filled
 - b. Workshop scheduled for January
- D. Scott Francis - District D
 - a. Vacancy on our board for a retired athletic director – What is the process for someone to fill this role? Bob Catalini has been nominated for the retired athletic director role. Will discuss at the next meeting.
 - b. Online Twitter Chat – First one is 12/7 at 8pm - #ADChatMA – Will send out an email reminder.
 - c. Andy C. set up a MSSADA Twitter account (@MSSADA8) and will administer the account; great tool to send out information
- E. Jay Costa - District E
 - a. Next meeting is scheduled for January 17, 2016
- F. Mike Capotosto - District F
 - a. Not Present
- G. Joan Schultz - District G
 - a. Met on Friday 12/2
 - b. St. Joseph's HS has announced it is closing
 - c. Berkshire County Student-Athlete Leadership Summit on 12/6
- H. Ryan Murphy - District H
 - a. Working on filling sport committees

11. Old Business

- o Karrah distributed the letter her and Fran sent to Bill G.

12. New Business

- a. Discussion of Districts and Sections (Re-evaluate) - Organize subcommittee – Tabled to January
- b. National Conference
 - Delegate Assembly on Monday 12/12 at 3:30-4:45PM (Jim D., Dave L., Melissa D., Jay C.)
 - State gift
 - 4-night stay at Conference Center at Hyannis → use for our membership and discuss at January meeting
 - \$200 cash for the MA gift at national conference
 - Pins – Where are the pins? Fran will work with Ken Nally on getting the pins.
- c. Section 1 Meeting – Fran is meeting with Gary Stevens in Nashville to discuss what is needed; Will discuss at the January meeting

Meeting adjourned at 11:27am.

Next Meeting: Monday, January 9, 2017, at 10AM

Respectfully Submitted,
Tania Rich