



*MASSACHUSETTS SECONDARY SCHOOLS ATHLETIC DIRECTORS ASSOCIATION*

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

✦ Karrah Ellis, President  
✦ ANDY CRISAFULLI, 3<sup>rd</sup> Vice President  
✦ Dick Baker, Public Relations

✦ Mike Denise, 1<sup>st</sup> Vice President  
✦ Tania Rich, Secretary  
✦ Jim Abel, Past President

**Executive Board Meeting Minutes  
November 14, 2016 @ MIAA 10:00 am**

Members in Attendance: Karrah Ellis, Fran Whitten, John Lynch, Jim Quatromoni, Joan Schultz, Mike Roy, Mike Capotosto, Melissa Dlugolecki, Dave Lezenski, Jim Davis, Michele Denise, Scott Francis, Matt Trahan, Andy Crisafulli, Michael Denise, Phil Vaccaro, Terry Riley, Tania Rich

Regrets Received: Jay Costa, Jim Abel, Dick Baker, Rich Riley, Bill Gaine, Ryan Murphy, Thom Holdgate

Call to order at 10:13am by President Karrah Ellis.

1. Secretary Report – Tania Rich

a. Review minutes from October 2016

Motion to approve meeting minutes from October by Mike Roy second by Mike Capotosto (approved 13-0-0).

2. Treasurer's Report - John Lynch

John distributed an Income/Expense (5/1/16 through 11/10/16) report and a transaction list through November 10, 2016. In the bank, MSSADA currently has \$67, 798.72 (\$25,316.77 in checking account and \$42,481.95 in the money market). See attached report.

Membership Update: Memberships are rolling in. A little over 100 paid members and approximately a dozen that have submitted paperwork.

Must do list:

- Mileage reimbursements must be signed by Fran
- Requested to add Fran Whitten to the bank account

Motion to approve the treasurer's report by Mike Roy second by Terry Riley (approved 13-0-0).

3. MIAA Executive Director Report – Karrah reported for Bill Gaine

- Congratulate Fran Whitten as being selected as executive director.
- Bill will be forwarding information to the MIAA Board on the fall workshops
- Will send out an invitation for breakfast at the National Conference
- MSSADA Annual Meeting – Bill is formally requesting a panel on partnership between the AD/Principal relationship and a panel on AD certification.
  - Suggestion that the panel regarding the partnership between the AD/Principal at the MIAA meeting or the Principals conference during their MSSAA summer institute.

Karrah will follow up with Bill and ask what the correct forum is for this type of presentation.

- The associate has submitted an appeal to the Kevin Mensah preliminary injunction.
- Feedback from Districts regarding mandatory attendance at the MIAA Annual Meeting
  - District A – Feeling that the board is over-reaching their authority
  - District B – Desire for meaningful time spent
  - District D – Majority said yes; Consequence first year missed a letter and second time a fee
  - District E – Discussed the change in format
- Suggestion that the MIAA Staff should be contacting the schools who are not attending the annual meeting.
- Suggest that the MSSADA Board send a letter to the BOD that we support the concept of the annual meeting. We will support the concept of attendance at the meeting. Fran and Karrah will work together to draft a letter to the Board.

4. MIAA Board of Directors Report - Thom Holdgate  
Not present

5. Executive Director Report – Fran Whitten

- National Emergency Network Contacts for NIAAA– Ann Trytko is still listed as a contact. Mike Roy will check with her and ask if she wants to continue in that role.
- Received a commendation letter from NIAAA for paid memberships. Increased 41 members (11% growth). We will be receiving a 2016 Commendation. We will receive 5 delegates for the National Conference in Nashville. The MA delegates will be asked to attend two meetings (Sunday 12/11 1-2:15pm and Monday 12/12 3:30-4:45pm). Jim Davis, Dave Lezenski, Melissa D, Michael Denise, and Michele Denise have volunteered. Will confirm delegates in the December meeting.
- Received an email from Gary Stevens, AD at Fair Academy in Maine, who is the Section 1. Financial reports are tracking as expected. Purchased a learning management system to support CAA requirements (online support). Currently, all committee memberships have been filled. Massachusetts is hosting the Section 1 meeting at the Cape.
- Received an email from Blake Hypock regarding online masters in coaching and athletic administration through Concordia University. For further information, see Fran. Fran will ask if they have a representative that would like to attend the conference for resource row.

6. Public Relations Report - Dick Baker  
Not present

7. LTC Coordinator Report - Rich Riley

- LTC 502 course was offered on 11/7 – 17 participants (mostly new athletic directors) and 3 people took the CAA Exam
- Rich will present plans for the 2017 MSSADA Conference

## 8. Conference Updates – Phil V.

- Some vendors have paid and others will be waiting until January. We are on the same schedule as the previous years.
- Thanks to Dave L. about opening a door with Adidas
- Potential Guest Speakers – Charles Sullivan and Peter Didullio (sp?)
- Will discuss with Fran the contract for the next three years (\$2 increase each year)
  
- Section 1 Meeting – Conference Center will hold rooms.
  
- Mike Denise – Currently working on finding people to run workshops

## 9. Awards Chair Report - Terry Riley

- Board voted on awards
- See attachment for award winners

## 10. District Reports

- A. Dave Lezenski - District A
  - i. The district meeting went very well. Principal turnout was ok.
- B. Melissa Dlugolecki - District B
  - i. Nothing new to report. Next meeting is scheduled in January
- C. Jim Quatromoni - District C
  - i. Nothing new to report
- D. Scott Francis - District D
  - i. Nothing new to report
- E. Jay Costa - District E
  - i. Nothing to report. Next meeting is scheduled in January
- F. Mike Capotosto - District F
  - i. Nothing new to report. Next meeting is scheduled in December
- G. Joan Schultz - District G
  - i. Topic of discussion about St. Joe's High School closing. Students are transferring all over the area.
- H. Ryan Murphy - District H
  - i. Not present

## 11. Old Business

- None

## 12. New Business

- a. Website - The website needs to be updated. Who makes those decisions? Fran will meet with Dick to discuss the website.
  - o Suggest that our minutes and financial reports be posted on the website. Could this information be listed under Members Only of the MIAA site? Fran will look into this option and report back in December.
- b. Discussion of Districts and Sections (Re-evaluate) - Organize subcommittee - tabled