



ACA Sports Council Meeting Minutes for 01/10/16

Type: Monthly conference call

Attendance: Kelly Lange, Nick Hastad, Shane Espinoza, Sherri LaShomb, Carly May, Ed Feinberg, Norm Eng, Guillermo Bermudez

Unable to attend: Andrew Strachan, Ted Forcum, Mike Simone

Format: call-in, conference Minutes by: Carly May

1. Meeting called to order at 5:05 pm (PST) - Kelly motions for meeting to begin. 2nd by Shane. Motion passes.
2. Roll Call - Kelly, Nick, Shane, Sherri, Carly, Norm, Guillermo, Ed
3. Adopt Agenda – Motion by Nick. 2nd by Shane. Motion passes.
4. Approve minutes from previous ExCo meeting
 - a. Motion by Norm for approval of minutes from meeting dated 11/22/15 – 2nd by Shane. Motion passes.
5. Approve new members – Motion by Shane, second by Norm. Motion passes.
 - a. New docs: Tyler G Infield.
 - b. New students: Nelson W. Lee
6. Approve new committee members-None to approve
7. Reports:
 - a. President-Kelly
 - i. Symposium follow-ups with vendors
 - ii. File report with ACA due next week
 - iii. Perry offered to do a Q&A at Rocktape seminar in Portland next week
 - iv. Building social media presence
 - b. 1st VP-Nick
 - i. Membership numbers as of end of October
 1. Docs = 189 (1 new)
 2. Students = 43 (1 new)
 - c. 2nd VP-Shane
 - i. Working on the speakers and topic line up
 - ii. Dr. Silverman cannot be at the seminar on Saturday. He will speak on literature review in relation to his new book Inside Out
 - iii. Need to know booth and table costs with labor for vendor contract
 - iv. MeyerDC wants an interactive booth with other vendors
 - v. Shane approves of the vendor map.
 - d. Secretary-Carly
 - i. Post symposium E-blasts went out to members and attendees

- ii. Beginning to work on a winter sports talk
 - iii. Continuing to work on social media presence
 - e. Treasurer-Norm
 - i. Symposium P&L update
 - 1. 4 vendors have signed up
 - 2. \$2,523.50 collected so far
 - 3. Needs proposed budgets for symposium and events
 - f. Student ExCo President-Not on the call
- 8. Old Business
 - a. Symposium 2015
 - i. Profit & Loss
 - 1. .7% increase in sales
 - 2. Hotel expenses down 18.5%, creating \$7,000 more in profit
 - 3. Kelly motions for approval of a total of \$584 for Ted's expenses at the symposium. This includes \$334 travel and \$250 for room expenses (half the total cost). 2nd by Sherri. Motion passes. Kelly will email Ted to let him know of the change.
 - ii. CEU
 - 1. Mail \$50 check to Norm for certificate
 - 2. Nick is working on a quote from Western States for next year
 - 3. PACE approved colleges in the future will keep costs down
 - iii. Vendor E-blasts
 - 1. Carly sent out 8 e-blasts
 - iv. Poster Presentation Scholarship Funds
 - 1. Promised \$100 to Western States students
 - 2. Norm confirms that the check has been sent
 - 3. Kelly will followup with ACA
 - b. Website
 - i. 6 day/week process requiring 24-38 hours per week
 - ii. Suggestion for a full-time person to work on web development
 - iii. Suggestion to have branches or links from/to ACA website
 - iv. Suggestion for help from Noah at an hourly rate.
 - v. Norm needs invoice from Noah
- 9. New Business
 - a. Student ExCo elections
 - i. Deadline bumped to Jan 15, 2016
 - ii. 2 applicants per college
 - iii. Idea was suggested to reach out to Professional Football Society to see if we can work with them
 - iv. Another idea for free registration for students
 - b. 2016 Symposium
 - i. Vendor contracts
 - 1. Shane will have it ready by next meeting
 - ii. Program selection

- iii. Hotel
 - c. Budget for 2016
 - i. Travel
 - 1. JCSMS – 2/12-14 – Anaheim, CA – Kelly, Shane & Ted
 - 2. YSSS – March 15 – Washington, DC – Jay Greenstein
 - a. \$150 for registration
 - 3. NCLC – 2/24-27 – Washington, DC - Guillermo
 - 4. Rehab council – 3/4-6 – NY, NY hotel in Las Vegas, NV - Kelly
 - 5. NATA – 6/22-25 – Baltimore, MD - Sherri
 - 6. ACBSP – 4/29-5/1 – Orlando, FL - Carly
 - 7. AAN Sports Concussion Seminar – July – Orlando, FL – Ed or Carlo?
 - 8. RCCSS – 4/8-10 – Vancouver, BC – Shane
 - 9. Midyear meeting – 6/4 – Portland, OR – ALL
 - a. Need only 1 hotel room
 - b. The max goes close to Guillemos house
 - c. Friday afternoon is ideal for arrival
 - 10. Symposium – 10/7-8 – New Orleans, LA - ALL
- 10. Symposium 2017
 - a. room went up \$10 per night but everything else is almost all identical. Everyone agreed to proceed with Denver contract
- 11. ACA website
 - a. Kelly look into making sure auto-pay and auto-renewal is setup
- 12. Next meeting – mid Feb
- 13. Adjourn – Norm motions to adjourn the meeting. 2nd by Sherri. Motion passes. Meeting ends at 6:41 PST

Action Items:

- 1. Everyone-send Norm proposed travel expenses for the year
- 2. Carly - Update the contact information on the website listed on the bottom
- 3. Kelly and Carly need to update the committee list on the website
- 4. Kelly-email Ted about the change in expense coverage
- 5. Kelly- email Noah for estimate on how many hours he works
- 6. Kelly-talk to ACA about website questions and autopay