



## ACA Sports Council Meeting Minutes for 11/22/15

Type: Monthly conference call

Attendance: Kelly Lange, Nick Hastad, Shane Espinoza, Sherri LaShomb, Carly May, Ed Feinberg

Unable to attend: Norm Eng, Andrew Strachan, Ted Forcum, Guillermo Bermudez.

Format: call-in, conference

Minutes by: Carly May

1. Meeting called to order at 5:04 pm (PST) - Kelly motions for meeting to begin. 2<sup>nd</sup> by Sherri. Motion passes.
2. Roll Call - Kelly, Nick, Shane, Sherri, Carly, Ed, Norm joined Call late.
3. Adopt Agenda – Motion by Shane. 2<sup>nd</sup> by Sherri. Motion passes.
4. Approve minutes from previous ExCo meeting –
  - a. Motion by Kelly for approval of minutes from meeting dated 10/22/15 – 2<sup>nd</sup> by Shane. Motion passes.
  - b. Motion by Kelly for approval of minutes from meeting dated 10/25/15 – 2<sup>nd</sup> by Nick. Motion passes.
5. Approve new members – Motion by Shane, second by Nick. Motion passes.
  - a. New docs: Matthew Thronson, Stephanie Tolonen, Mark Mulak, Adam Favro, Kenna Ducey-Clark, Amy Berglund, Steven Ryan
  - b. New students: Michelle Agyakwah, Benjamin Andrews, Scott Colello, Judd Gines, Taylor Helms, Benjamin Jelinek, Rachel Nakayama, Lindsay Pomeroy, Chang-Ning Sun, Alex Sundin.
6. Approve new committee members-None to approve
  - a. Kelly and Carly need to update the list on the website
7. Reports:
  - a. President-Kelly
    - i. Follow-up emails with vendors to get the post symposium e-blast out
    - ii. Migrated all the ExCo emails with Noah
    - iii. Orienting new ExCo members
  - b. 1<sup>st</sup> VP-Nick
    - i. Membership numbers as of end of October
      1. Docs = 189 (8 new)
      2. Students = 43 (10 new)
    - ii. Some discrepancies found from last report- Nick and Shane will investigate and contact Lori if needed.
    - iii. Need to ask Lori to have new members reported more clearly on monthly roster.
  - c. 2<sup>nd</sup> VP-Shane

- i. Rocktape & MeyerDC signed up as vendors for next year
    - ii. Goal: to have speakers situated by mid Dec and vendor contractions out by late Dec
  - d. Secretary
    - i. Updated website
    - ii. Social media posting on Facebook
    - iii. Working on the vendor e-blasts to go out this week
  - e. Treasurer
    - i. Symposium P&L update
      - 1. Up 7.9% from last year
      - 2. Net profit up 54% from last year, mostly because hotel expense was down 20%
      - 3. Still needs final cost of CEUs
      - 4. Norm needs expenses for poster contest from Ed. Ed states that Mike Simone had it covered by ACA
      - 5. Cost of easel needs to come out of the scholarship funds as well as awards given to students.
    - f. Student ExCo President-Not on the call
- 8. Old Business
  - a. Symposium 2015
    - i. Profit & Loss
      - 1. ACF scholarship fund
        - a. Norm will pay out from ACASC directly, minus expenses
        - b. Still waiting on Performance Health and ACASC funds
    - ii. CEU
      - 1. Still waiting on final cost for doctor CEUs from symposium. Shane has contacted them.
    - iii. Vendor E-blasts
      - 1. Email was sent to vendors asking for content with a promotion.
      - 2. The email blasts will start going out this week to all members & attendees
    - iv. Poster Presentation Scholarship Funds
      - 1. Students have received their monetary awards.
    - v. Hotel
      - 1. Find someone to help with contracts going forward, maybe Shea
  - b. Logo
    - i. We want to keep the word chiropractic included
    - ii. It was suggested that we have a Logo Committee made up of new members
    - iii. Kelly needs more direction as to what the logo should look like
  - c. Website
    - i. Noah's contract-Kelly motioned to pay him \$1500 for his contract for 2015. Shane seconded. Motion passed.
    - ii. Bids for new website – Shane is working on it, putting together a proposal by Dec 1<sup>st</sup>.

- d. NCMIC & coverage for events
    - i. Ed reported no changes in their policy at this time. He will keep us posted if there are changes.
  - e. FICS U.S. Representative
    - i. Sheila's term ends in 2016 and she won't be running for re-election as North American representative. She wants a new representative to take over at the 2017 meeting. The new North American Representative will officially take over at the General Assembly in 2017 and unofficially in October after the election process is completed. The ACA Sports Council Executive Committee is solely responsible for choosing the next representative.
  - f. ACA statement – no updates at this time.
9. New Business
- a. Student ExCo elections
    - i. 2 applicants from each college this year
    - ii. deadline: December 15
    - iii. Sherri suggests keeping the interview process within the ACASC and Kelly agrees to keep the responsibility.
  - b. 2016 Symposium
    - i. Vendor contracts
      - 1. Finalized by mid December
      - 2. \$1800 per booth proposed by Shane
      - 3. Then Shane will work on sponsors for lunches, etc
    - ii. Program selection
      - 1. Shane is working with Nick taking a multi-disciplinary approach
      - 2. They have leads for Phil Paige and Kelly Ritter
      - 3. 12 speakers giving proposals, then 6-8 will be presented utilizing Program Committee
    - iii. Hotel for 2016 symposium
      - 1. Sherri has been in touch with them and there will be an area for vendor setup, food space, sign in-out
      - 2. Everything is anticipated to be 30% more expensive than previous years.
      - 3. Sherri suggests thinking about the price structure
  - c. Budget for 2016
    - i. Travel
      - 1. JCSMS – 2/12-14 – Anaheim, CA
        - a. Kelly & Shane will attend
      - 2. YSSS – TBD (dates in March) – Washington, DC
        - a. Committed to a Monday, but the date is TBD
        - b. Can easily send some members to save expenses – Jay, Angela or Anne Sorrentino.
      - 3. NCLC – 2/24-27 – Washington, DC
        - a. Thursday/Friday meetings
        - b. Sherri & Guillermo possibility to attend
      - 4. Rehab council – 3/4-6 – NY, NY hotel in Las Vegas, NV

- a. Kelly is available to attend
    - b. One more can attend if interested
  - 5. FICS meeting – Norway
    - a. Sheila and Kelly spoke and it isn't necessary for a representative to be there for a one-hour meeting
    - b. Skype is an option
  - 6. NATA – 6/22-25 – Baltimore, MD
    - a. Sherri may attend and would need to book ASAP
  - 7. ACBSP – 4/29-5/1 – Orlando, FL
    - a. Kelly will most likely attend, unless cost prohibitive
    - b. A second person may be needed to learn “the ropes”, but we want to consider the cost factor. Carly is available.
  - 8. AAN Sports Concussion Seminar – July – Orlando, FL
    - a. May send Carlo Guadagno.
  - 9. RCCSS – 4/8-10 – Vancouver, BC
    - a. Ed may go. Shane also offered.
  - d. Mid-year meeting possibilities
    - i. Most availability is May 21, but only 5/9.
    - ii. Second best is May 7<sup>th</sup>, but President not available
    - iii. Kelly will send another email for June possibilities
    - iv. Las Vegas is the tentative location
  - e. Article for next FICS newsletter
    - i. Carly will email FICS to find out when they need the next newsletter by
    - ii. Kelly will submit wrap-up article for FICS
10. impACT
- a. Chiropractors are only qualified to use the test with a DACBSP certification, as told to them by ACBSP, states Sherri
  - b. Ed suggests following up with the ACA to discuss this
  - c. Kelly will email Mike Simone regarding this issue.
11. Next meeting – early January
12. Adjourn - Motion by Sherri. 2<sup>nd</sup> by Nick. Motion passes. Meeting ends at 6:51 PST

#### ACTION ITEMS:

1. Carly - Update the contact information on the website listed on the bottom
2. Shane – provide more information on websites options
3. Sherri-can you attend NATA? Make room reservations now.
4. Norm-pay Noah
5. Kelly needs to change Shea Stark's name on 10/25 meeting minutes
6. Kelly and Carly need to update the committee list on the website
7. ALL – if you're planning on travel, email costs for travel to Norm and Kelly
8. ALL-submit symposium expenses to Norm if you haven't already done so
9. Shane- need final cost of CEU
10. Kelly-email dates for mid-year meeting
11. Kelly-finish symposium wrap-up article