



NYSAAA

New York State Athletic Administrators Association

***Minutes
Executive Board Meeting
June 6-7, 2021
Saratoga Springs, New York***

Attendees: Michael Murray, President
Todd Gulluscio, President-Elect
Greg Warren, Vice President
Mike Giruzzi, Treasurer (via phone)
Brett Banker, Past-President
Roger Brown, Secretary
Denny Fries, Liaison to NIAAA

Alan Mallanda, Executive Director
Jim Wright, Assoc. Executive Director
Chris Rozek, Administrative Assistant

The meeting was called to order by President Michael Murray at 12:59 p.m.

Motion was made to go into Executive Session at this time.

1st – Todd Gulluscio 2nd – Mike Giruzzi Passed

Motion was made to conclude the Executive Session.

1st – Todd Gulluscio 2nd – Roger Brown Passed

The Executive Board agreed that if there were three people (immediate past president, current president & president-elect) leading the Executive Director's evaluation, there would be one person consistent for three years. They will meet over the next month and put together an evaluation process for the Executive Director's and Associate Executive Director's positions.

Alan thanked Brett Banker for taking what was originally a suggested evaluation and turned it into another tool that was very effective and will be used to move forward with the new process.

Motion was made to accept the minutes from the Conference Executive Board and Representative Board meetings held March 21-22, 2021.

1st – Roger Brown 2nd – Todd Gulluscio Passed

Treasurer's Report – Mike Giruzzi

- Please see attached Treasurer's report & Profit & Loss report.
- We are going to have expenses with strategic planning over the summer. That will be determined and will be part of the budget that will be presented in September.

Motion was made to approve the Treasurer's Report.

1st – Denny Fries 2nd – Brett Banker Passed

more...

Membership Report – Alan Mallanda

- Current membership is at 761 with 752 active and 9 expiring. Currently there are 168 non-members.
- Membership reports are sent out to chapter representatives and only two chapters usually follow through with letting Alan or Chris know about any athletic administrator no longer in their chapter or ones that have retired.

Motion was made to accept the Membership report.

1st – Brett Banker

2nd – Greg Warren

Passed

NIAAA/Section I Report - Denny Fries

- Please see attached NIAAA report.
- Section I meeting will be held March 27-29, 2022, in Vermont.
- Denny shared that both NIAAA/NYSAAA Scholar-Athlete Essay winners are going forward for NIAAA recognition.
- 2021 NYSAAA nominees for National awards are:
Greg Warren – NIAAA Distinguished Service Award
Todd Gulluscio – NFHS Citation
Judith Knight – NIAAA Hall of Fame 2022
- If any board members have any thought about being on the NIAAA board, Alan encourages you to do so between now and the Section I meeting. It is very interesting and a great experience and opportunity.

President's Report – Michael Murray

- Please see attached the President's report.
- Sent out a survey for the 2022 conference. The response was very wide-range from small and large districts.
- Attended zoom meeting on April 22nd with three athletic administrators from Minnesota who recently had articles published in NIAAA on what they did to improve diversity.
- Conference planners recommended the Roy O'Neill Awards Banquet be held on Wednesday and the Dave Marten's Luncheon on Thursday due to St. Patrick's Day. Would also like to bring back the conference breakfast.
- Strategic Plan – where are we now with the plan for summer? Will talk about this on Monday morning agenda.
- Social Media Policy – look at it between March & September 2021 and present it to Representative Board in October 2021.
- Michael suggesting adding a Diversity Committee. Can we or should we add a chairperson? This person would be responsible for providing us information on diversity. Are we doing what we should be doing to bring diversity to our association?
- President Murray recommended for Steve Young to fill in at interim as LTI chair.

Executive Director's Report – Alan Mallanda

- Please see attached Executive Director's report.
- Activities are noted on Alan's report for this year. Alan will be representing NYSAAA at the June Section IV end of the year meeting.
- Alan does try to get out to the sections/chapters and would like to know from the chapter representatives what the dates of their meetings are.
- Bill Bryant is now the new Executive Director for Section IV.
- Hall of Fame is complete for 2022 and the Wall of Honor for 2022 is complete.

more...

Executive Director's Report (con't) – Alan Mallanda

- We are going to invite all the recipients from the 2021 class to the awards luncheon in March 2022.
- POP Manual has been updated and is on google drive.

Motion was made by Denny Fries to bring the Social Media policy to the Representative Board at the 2021 Fall Board Meeting.

1st – Mike Giruzzi

2nd – Todd Gulluscio

Passed

Associate Executive Director's Report – Jim Wright

- Please see attached Associate Executive Director's report.
- Working with the Resolutions committee.
- Met with Denise and Greg on the mentoring program.
- 3-Minute AD – intention of the YouTube channel will be to push subscriptions and would like athletic administrators to contribute.
- Meetings with Final Forms/AMP. Biggest problem is people can register without paying.
- Certification – Alan & Jim met with Laura Glass and she finally feels we are in the best place to move forward with certification. She is going to write the certification process and present it to Commissioner to get it on the table. Looking at 2023 to get this done.
- Mentoring Program Initiative – Aspiring AD program will continue to grow.
- Our Twitter account now has 4,300 followers.

Motion was made to adjourn meeting for the day at 4:34 p.m. and will reconvene on Monday, June 7th at 9:30 a.m.

1st - Todd Gulluscio

2nd - Roger Brown

Passed

Meeting reconvened and was called to order by President Murray on Monday, June 7, 2021, at 9:26 a.m.

- ***Fall Representative Meeting*** – There will be a 2-hour workshop starting at 3:00 on Sunday, October 3, 2021.
- Todd Gulluscio will be sending out a survey to see what the representative board may want to discuss in the workshop. Other topics would include LTI, Aspiring AD, mentoring and certification programs, etc.

Strategic Planning – Alan Mallanda

- Please see attached Strategic Planning Outline.
- Alan reviewed the NYSAAA Strategic Planning Process Outline – Five Year Plan
- 48 people volunteered to serve on committees.
- Michael, Alan and Jim will work as consultants to the three committees and will be a resource to them.
- A survey will be sent out through AMP to all membership for ideas and input.
- Alan reviewed the Partial List of Possible Topics for Consideration for each committee. Once survey results come back from membership, the list will be revised.

Other Items:

- Jim Wright said google doc for mentoring is a working document for the board to add anything to.
- Greg & Jim will be working together on the Aspiring AD program.

more...

Other Items (con't)

- Jim asked if we want to regenerate the NYSAAA app and make it in sync with the website. Executive Board feels it would be good to have the app.
- Hometown Ticketing would be great to get on board for the 2022 conference.

Continuing Business

None at this time.

New Business

None at this time.

Motion was made to adjourn meeting at 10:10 a.m.

1st - Denny Fries

2nd - Todd Gulluscio

Passed

Respectfully submitted by:

Chris Rozek

Chris Rozek

Administrative Assistant

June 28, 2021



*New York State
Athletic Administrators
Association, Inc.*

www.nysaaa.org

Michael P. Giruzzi, CAA, Treasurer

June 4, 2021

**Treasurers Report for:
June 4, 2021**

	<u>6/4/2021</u>	<u>6/1/2020</u>	<u>2/1/2020</u>
Checking/Savings:	\$ 58,038.67	\$140,449.00	\$141,043.54
AXA Investments:	\$172,862.00	\$130,388.72	\$129,496.71
Current Checking:	<u>\$ 14,318.17</u>	<u>\$ 9,095.39</u>	<u>\$ 12,268.67</u>
Total Assets:	\$245,218.84	\$279,933.11	\$282,808.92

June 2021 Balance	\$245,218.84
June 2020 Balance	\$279,933.11
February 2020 Balance	\$282,808.92

Respectfully submitted,

Mike

New York State Athletic Administrators Association

Profit and Loss by Month

July 1, 2020 - June 4, 2021

	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 1-4, 2021	TOTAL
Income						
5180 Training Conference Revenue	0.00	0.00	135.00	0.00	0.00	\$32,555.68
5200 Revenue from Dues	1,375.00	1,390.00	0.00	0.00	0.00	\$83,840.00
5320 Dividends & Interest	0.00	0.00	0.00	0.00	0.00	\$4,425.82
LTC Income	0.00	945.00	150.00	135.00	0.00	\$2,580.00
Uncategorized Income	0.00	15,000.00	0.00	0.00	15,000.00	\$30,000.00
Total Income	\$1,375.00	\$17,335.00	\$285.00	\$135.00	\$15,000.00	\$153,401.50
GROSS PROFIT	\$1,375.00	\$17,335.00	\$285.00	\$135.00	\$15,000.00	\$153,401.50
Expenses						
7520 Accounting Fees	0.00	0.00	0.00	0.00	0.00	\$1,300.00
7530 Legal Fees	0.00	600.00	0.00	0.00	0.00	\$600.00
7540 Management Fees	4,941.08	14,123.43	5,401.17	4,937.33	4,948.85	\$78,035.30
8105 Bank Charges & Fees	2.00	2.00	2.00	2.00	0.00	\$583.07
8110 Office Supplies	0.00	0.00	0.00	0.00	0.00	\$966.87
8320 Conferences, Conventions, Meetings	3,982.70	499.09	1,375.58	133.12	0.00	\$8,523.64
8530 Dues & Subscriptions	140.00	0.00	0.00	0.00	0.00	\$5,480.00
8590 LTC Courses & Manuals	3,150.00	235.00	200.00	930.00	0.00	\$35,670.00
8595 Other Expenses	0.00	0.00	0.00	0.00	0.00	\$286.53
8650 Taxes	0.00	0.00	0.00	125.00	0.00	\$1,475.00
AMEX Payment	43.99	74.20	0.00	0.00	0.00	\$382.39
Total Expenses	\$12,259.77	\$15,539.72	\$6,978.75	\$6,127.45	\$4,948.85	\$133,302.80
NET OPERATING INCOME	\$ -10,884.77	\$1,801.28	\$ -6,693.75	\$ -5,992.45	\$10,051.15	\$20,098.70
Other Income						
6810 Unrealized Gain (Loss)	0.00	0.00	0.00	0.00	0.00	\$15,176.36
Investment Gains/Loss	0.00	278.89	0.00	0.00	0.00	\$278.89
Total Other Income	\$0.00	\$278.89	\$0.00	\$0.00	\$0.00	\$15,455.25
NET OTHER INCOME	\$0.00	\$278.89	\$0.00	\$0.00	\$0.00	\$15,455.25
NET INCOME	\$ -10,884.77	\$2,080.17	\$ -6,693.75	\$ -5,992.45	\$10,051.15	\$35,553.95

New York State Athletic Administrators Association

Profit and Loss by Month July 1, 2020 - June 4, 2021

	JUL 2020	AUG 2020	SEP 2020	OCT 2020	NOV 2020	DEC 2020	JAN 2021
Income							
5180 Training Conference Revenue	6,324.00	220.00	0.00	-120.00	3,260.00	22,736.68	0.00
5200 Revenue from Dues	6,245.00	7,495.00	42,580.00	11,395.00	13,110.00	-20.00	270.00
5320 Dividends & Interest	0.00	0.00	0.00	0.00	0.00	4,425.82	0.00
LTC Income	0.00	0.00	0.00	0.00	0.00	0.00	1,350.00
Uncategorized Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	\$12,569.00	\$7,715.00	\$42,580.00	\$11,275.00	\$16,370.00	\$27,142.50	\$1,620.00
GROSS PROFIT	\$12,569.00	\$7,715.00	\$42,580.00	\$11,275.00	\$16,370.00	\$27,142.50	\$1,620.00
Expenses							
7520 Accounting Fees	0.00	0.00	0.00	0.00	0.00	1,300.00	0.00
7530 Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7540 Management Fees	7,614.53	5,093.32	5,148.85	5,438.91	10,048.38	4,939.45	5,400.00
8105 Bank Charges & Fees	2.00	2.00	2.00	2.00	2.00	563.07	2.00
8110 Office Supplies	0.00	0.00	0.00	451.49	393.79	121.59	0.00
8320 Conferences, Conventions, Meetings	0.00	900.00	0.00	632.49	484.46	331.20	175.00
8530 Dues & Subscriptions	0.00	0.00	125.00	0.00	0.00	5,215.00	0.00
8590 LTC Courses & Manuals	6,070.00	3,240.00	14,080.00	4,415.00	800.00	1,160.00	1,390.00
8595 Other Expenses	0.00	0.00	0.00	286.53	0.00	0.00	0.00
8650 Taxes	0.00	0.00	0.00	1,350.00	0.00	0.00	0.00
AMEX Payment	0.00	0.00	0.00	0.00	0.00	0.00	264.20
Total Expenses	\$13,686.53	\$9,235.32	\$19,355.85	\$12,576.42	\$11,738.63	\$13,630.31	\$7,231.20
NET OPERATING INCOME	\$ -1,117.53	\$ -1,520.32	\$23,224.15	\$ -1,301.42	\$4,631.37	\$13,512.19	\$ -5,611.20
Other Income							
6810 Unrealized Gain (Loss)	0.00	0.00	0.00	0.00	0.00	15,176.36	0.00
Investment Gains/Loss	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,176.36	\$0.00
NET OTHER INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,176.36	\$0.00
NET INCOME	\$ -1,117.53	\$ -1,520.32	\$23,224.15	\$ -1,301.42	\$4,631.37	\$28,688.55	\$ -5,611.20

NYSAAA Liaison Report: Dennis Fries, CMAA

June 6 & 7, 2021 - Executive Committee and Representative Board Meetings

National NIAAA Conferences

December 10-14, 2021 - Denver, CO – Hyatt Regency/Embassy/Conference Center
December 9-13, 2022 – Nashville, TN – Gaylord Opryland Hotel and Conference Center
December 15-19, 2023 – Orlando, FL – Orlando Marriott World Center
December 13-17, 2024 – Austin, TX -

2022 NIAAA Delegate Assembly Delegates:

Brett Banker, Mike Murray, Todd Gulluscio, Jim Wright, Dennis Fries (M. Giruzzi & AM – Alt.)

If you cannot attend please let me know by Tuesday, October 12, 2021

NIAN: NY Contact People: Alan Mallanda, Dennis Fries, Pat Pizzarelli

National Initiative & Assistance Network:

2021 Initiative is: Tunnel to Towers 2021 (Will we give a NYSAAA general donation - \$250.00)

NIAAA Committee members:

PS (Chair.)– Cert.; SY–Accreditation; DF– QPA&Retired; MH (Co-Chair) –Awards; JW- Resolutions; PI - Publications

NIAAA: Web Site (NIAAA athlete certificates: 3 Season Athlete and Scholar Athlete Recognition)

Conference Registration coming in September.

Sponsorship of Endowment program at the NIAAA Conference - \$250.00

Section 1 Meeting: (Attended by: D. Fries/A. Mallanda/M. Murray/J. Wright)

2021 – New Hampshire (Monday, April 5, 2021 @ 4:00 by Zoom)

2022 – Vermont: will take place between March 27 and 29 at the Double Tree by Hilton in South Burlington, VT

2023 – Rhode Island

2024 – Connecticut

NOTE: In the spring of 2022 NYSAAA can put a member forward to be considered as the Section 1 nominee toward NIAAA At-Large December election.

Section 1 Summer Institute (June 27 – June 30, 2021) Under the leadership of: Pete Shambo and Steve Young.

NIAAA/NYSAAA Student-Athlete Essay Winners:

Section 1 winners moving on to NIAAA consideration:

2007 - John Mackintosh, Chapter - 7 Cathy Phillips, AD

2008 - none

2009 - Caroline Frances Tolli, Chapter - 6 - Patrick Burke - AD

2010 - Kelsey Johnson, Chapter - 10 - Eileen Kilecullen – AD

2011 - Taylor Malmsheimer, Chapter -- 3 - J. Michael Byrnes – AD

2012 & 2013 – none

2014 - Nicholas Steven Stiansen, Saratoga Springs HS, Chtr 2 (Peter Sheehan – AD) – Scott Stuart – Chptr Rep.

2015 – none; 2016 – none; 2017 – none; 2018- none; 2019 - none

2020 - **Isabelle Smith; Westhampton Beach HS; Kathy Masterson - AD; – Chp. 11 - Tim Mullins – Chapter Rep.**

2021 NYSAAA Student Athlete Scholar/ Essay winners and going for NIAAA recognition are:

Scott Weitman; Yorktown HS; Robert Barrett - AD; Chapter 1 – Sue Dullea – Chapter Rep.

Sarah Stevens; Ellenville HS; Kermit Moyer – AD & Chapter 9 Rep.

NIAAA Membership accommodation for maintaining 70% of NYSAAA total potential members in the NIAAA:

1991, 1995, '06, '07, '08, '09, '10, '11, '12, '13, '14, '15, '16, '17, '18, '19, '20 & '21(Highest)

2020 & 21 Awards:

State Award of Merit – **Murphee Hayes – CAA**

Otis Sennett Award – **Timm Slade - CMAA**

Dr. Jack Foley Award – **Scott Sugar – CAA**

(Foley award recipient was forwarded as our Frank Kovaleski Award Nomination to Section 1)

(2019 Winners)

Presenter – Dr. Jim Wright - CMAA

Presenter – John Rathbun

Presenter – Greg Warren - CMAA

2021 NYSAAA Nominees for National Awards consideration:

Greg Warren – NIAAA Distinguished Service Award

Todd Gulluscio – NFHS Citation

Judi Knight – NIAAA Hall of Fame ('22)



NYSAAA

New York State Athletic Administrators Association

United For Excellence

President's Report
Michael Murray, CMAA
June 6, 2021

Summary/Dates of activities:

- March 22, 2021 Saratoga Accepted gavel from President Banker
- April 5, 2021 Zoom Attended NIAAA Section 1 Meeting
- April 12, 2021 Zoom Took part in an interview with Associate Director Jim Wright for NYSAAA podcast and YouTube
- April 13, 2021 Zoom Met with Conference Planning Chair & Ast. Chair
- April 13, 2021 Zoom Attended NIAAA state President's meeting
- April 14, 2021 Zoom Met with Conference Planning Team
- April 15, 2021 Zoom Attended "Building Equity in the Athletic Director Career Field" Zoom meeting
- April 22, 2021 Zoom Had a meeting with 3 AD's from Minnesota who recently had articles published in NIAAA on what they did to improve diversity.
- May 11, 2021 Zoom Met with Conference Planning Team
- May 20, 2021 Zoom Met with sub-committee to break down survey
- May 24, 2021 Gates Chili Met with sub-committee to further break down the survey and worked on breakout ideas and Presenters
- June 1, 2021 Zoom Attended NIAAA state President's meeting
- June 3, 2021 Zoom Met with Dr. Collin Williams from RISE

Other:

- Completed a survey and sent out to the membership to gain feedback on planning the 2022 conference.
- 145 AD's responded to the survey from a very wide range of district sizes, ages, years of service, etc. 81.4% male, 18.6% female was the only lopsided demographic.
- Wrote article/President's message for NYSAAA newsletter.
- Worked with our Executive Director to plan agenda for this Executive Committee meeting.

- Planning to attend the NYSAAA Strategic Planning committee meetings in August in Albany.
- Have had several meetings with the 2022 conference planning committee and some smaller sub-committees.
- Will continue to work with the 2022 NYSAAA conference planning committee.
- Called all 2022 NYSAAA Hall of Fame Inductees personally to congratulate them and open communication to them for any needs/questions I can assist with.
- Planning to attend NYSPHSAA Central Committee meeting in Monticello in July.
- Potential topics for breakout/workshop sessions is attached.

Other conference ideas from our planning committee at this time:

- Be mindful that St. Patrick's Day falls on Thursday.
- Recommending dinner be on Wednesday, and lunch on Thursday.
- Adding the full conference breakfast on Friday was highly requested in the survey.
- Looking to add a "Female Roundtable" to the conference
- Can we offer at least free coffee every morning to all?
- Based upon the survey results, LTI Courses should be offered on the following dates and times, in this order:
 1. Tuesday Morning
 2. Tuesday Afternoon
 3. Wednesday Morning
 4. Monday Afternoon
 5. Wednesday Morning
 6. Thursday Afternoon

Topic	Notes
Promoting your program on social media/media day	Promoting programs: social media, senior photos, individual photos, GIFs
Technology	Social media, website, rschool
Mental Health/Mindfulness/Time Management	
Title IX	50th Anniversary
NCAA recruiting process	Special attention to working with under-served students
Developing an evaluation tool, personnel evaluations, how to improve our skills and the skills of our coaches	
Coaches Handbook, mission, vision and code of conduct, preseason planning and interviewing new coaches.	
Working with parents, maintaining relationships	
Capital Projects	How to modernize your facilities
How to train your coaches to work with a diverse population (title ix, diversity and gender identity)	Marginalized communities and athletics.
Understanding Your Power - Rise	



NYSAAA

New York State Athletic Administrators Association

Executive Director's Report

Executive Board Meeting

Saratoga Hilton, Saratoga Springs, NY

June 6 -7, 2021 – 1:00 p.m.

Activities

- NYSPPHSAA Spring Meeting - Conference Call, May 5, 2021
- SED Meeting (Certification) – Zoom conference, May 25, 2021
- State Exec. Directors' Summer Meeting – Deadwood, SD, July 19-22, 2021
- NYSPPHSAA Summer Meeting – Monticello, NY, July 27-29, 2021
- NYSAAA Strategic Planning – Crown Plaza (Desmond), Latham, NY August 15-17, 2021

Conference - Overview - Conference Planning (2022)

Corporate Sponsorships – 2021-22 – Updates

Communications

- Newsletter
- Website

Continuing Business Items

- Hall of Fame 2021 & 22
- Wall of Fame 2021 & 22
- End of Year Report
- P.O.P. Manual Updates

New Business Items

- Committee Changes/Additions
- End of Year Report

Meeting Schedules (2020-2021)

- Fall – Rep. Board Mtg. - Embassy Suites, Saratoga, October 3-4, 2021
- NYSPPHSAA Executive Committee Mtg., Embassy Suites, Saratoga, October 20, 2021
- NADC – Denver, CO, December 10-14, 2021
- Winter – Executive Board Mtg. – Embassy Suites, Saratoga, January 30-31, 2022
- NYSPPHSAA Executive Committee Mtg., Embassy Suites, Saratogs, February 2, 2022
- NYSAAA Conference – All Board Meetings – March 15-18, 2022
- NYSPPHSAA Executive Committee Mtg., Embassy Suites, May 4, 2022
- Spring – Executive Board – Embassy Suites, Saratoga Springs, June ~~4-5~~, 2022

5-6

Future Conferences – The Saratoga Hilton, Saratoga Springs

- 2022 – March 15-18, Saratoga Hilton
- 2023 - March 14-17, Saratoga Hilton
- 2024 - March 12-15, Saratoga Hilton
- 2025 – March 11-14, Saratoga Hilton



NYSAAA

New York State Athletic Administrators Association

Executive Director's End of Year Report

Review of 2020-21 Goals & Accomplishments

Goals for 2020-21

- Work through the resulting effects of the Covid-19 Pandemic and hopefully pull off another successful year by maintaining conference, membership and corporate sponsorships numbers, to remain solvent as an association.
 - This was much more complicated than anticipated when I wrote this goal. The effects of the pandemic lasted and continued until even now, a year later. We had to adjust all our meetings to Zoom conference calls, with our Annual Conference being conducted virtually. We (Jim, Brett and me) worked harder than ever in building the platform with the developers, and pulling off a fairly successful conference in spite of several challenges. The cost was high to put this altogether and it was complicated, but we still came out breaking even with over 250 attendees and 35 exhibitors. Also, I was able to keep most of our corporate sponsors and partners for the year and even gained a couple new ones.
 - We hit an all-time high of **\$125,249** in the fall of 2020, and that did drop off at conference time to **\$92,875**. It could have been significantly worse, but we were able to keep most sponsors. Those that dropped out assured me they would be back for this year with a live in-person conference.
 - We surpassed all previous membership numbers for the state, and set a new national record, therefore being recognized by the NIAAA with three commendations for the highest number nationally with **768** members, the highest growth, and achieving over 80% of potential membership. Currently we're over **751**, and I'm hoping that we exceed last year by the end of the year.
- To initiate and implement a first-ever five-year strategic planning process through next year, which will give the association a long-range plan to work from and guide us.
 - Although we had delays with the pandemic, our strategic planning efforts have developed significantly over the year. We have a facilitator (Bruce Whitehead), a Chair (Bob Stulmaker) and three Subcommittee Chairs for Finance (still TBD), Operations (Dr. Mira Martincich & Nina Van Erk) and Programs (Donald Webster). We have been working off a timeline which included discussions and planning with the Executive Board and Representative Board. We had Bruce in for two Zoom meetings.
 - We also surveyed the membership to get volunteers and had over 45 volunteer. Of that number we will place 8 on each subcommittee which will represent all chapters of the state and regions.
 - We are in the process of surveying the members again for their input and target ideas for discussion and planning to be included in the 5 year plan.
 - We will be establishing a June Zoom meeting for Bruce and all the Chairs to coordinate their efforts and set expectations. We've also contracted with The Crown Hotel & Conference Center (formerly the Desmond) to host a two day retreat for strategic planning efforts.

- Follow-ups and refinements will be made in the fall and winter before presenting to the Representative Board for approval and implementation with target dates for each recommendation.
- To find a replacement for All American Publishers as a source for our quarterly newsletter.
 - I was successful in finding an excellent partner (**MascotMedia**) to produce our quarterly digital newsletter and they've done an excellent job over the year. They will also contribute in other ways for printing pamphlets, documents, etc. as needed. They are a great addition as a **Platinum Partner**.
- To continue our efforts with the State Education Department in establishing a basic certification requirement in NYS for the position of Athletic Administrator or Athletic Director in our schools.
 - Although this got put on hold, due to changes in the Commissioner of Education over the past two years, we still have things on the table, and are establishing a Zoom meeting date for this month with the Assistant Commissioner, Laura Glass and Daryl Daily, Jim and myself.
 - They are very interested in establishing certification for athletic administrators/directors.
- Continue to expand LTI offerings, as well as availability of testing sites across the state for all our members and non-members.
 - By adding the professional development program to the Associate Director's responsibilities, we have accomplished many things. We have one person controlling and coordinating ALL LTI course offerings within the state. Jim has set up a system for all to follow and has expanded the offerings as well as the certification exams. He is continually building a cadre of instructors across the state to regionalize course offerings in person, and has expanded the number of offerings through Zoom to all that want to take them, using Final Forms-AMP to keep control of registrations and fees.
- Continue to monitor accountability of all association income and expenses, and especially the LTI program.
 - In addition to the above regarding accountability for the LTI program, Chris has been very responsible for accountability for the conference income/expenses, as well as membership. Mike G. has moved us to a new CPA, as well as moved over to using Quickbooks software so show association income/expenses in a new, more traditional way.
- Continue to maintain, manage and enhance the NYSAAA website, along with the Hall of Fame and Wall of Honor.
 - I constantly update and monitor our website as needed on a daily basis. Our goal is to make it current, informative, useful and attractive to our membership and others. I believe we have one of the best websites in the country of any state AD associations. As a matter of fact, I've been asked several times to do a presentation at the national level in the fall LTI coordinators meeting.
 - We were able to honor our Hall of Fame and Wall of Honor honorees in the virtual conference with a video. In addition, we published an article in the newsletter and on our website recognizing all inductees and honorees. We will be inviting them back to the 2022 conference to be recognized in person and have sent all their awards to them.
 - The 2022 class of the Hall of Fame has been selected the earliest ever, and we have increased the number of honorees for the Wall of Honor from 2 to 4 this next year.
 - We have also added several new awards to our O'Neill Awards Banquet. In particular, one in recognition of Judith Knight, a pioneer in women's sports and Hall of Famer, and the second in honor of Dr. Liam Frawley, also a Hall of Famer, for his involvement and leadership with professional development and aspiring AD's.

- Continue to look for new ways of providing additional membership benefits for all our members.
 - This is ongoing. Through our sponsorships we have been able to add benefits to our membership. For example, through Dynamite Sports, we have added a “Eligibility Calculator” at no charge (a \$99 value) to each and every athletic administrator that requests one. We also have a discount program for members through Marriott VIP program.
- Become more prolific in using Google Drive and Docs as an administrative tool.
 - This is a continuing “work in progress” and I’ve picked up quite a bit with Jim’s help over the past year, although I must admit, it’s not my favorite software tool.

Other accomplishments, not listed as “goals” for 2020-21:

- In spite of the pandemic and loss of an in-person conference, we’ve managed to hold steady with our treasury funds. Our membership has been at record levels the last 3 years and that helps.
- Our investments have done well and we continue to be able to invest \$15,000 per year, and as a result our reserve fund has grown significantly, currently at \$172,000, from an initial investment of \$85,000. Currently we’ve invested approximately \$110,000, so our return on investment has been significant, even during some downturns.
- We have added a Mentoring Chair and program which will be implemented this coming year with Denise Kiernan as Chair.
- We have also added an Aspiring AD Program through Jim’s efforts to get it started in his Chapter. We’ve now turned that over to Greg Warren as Chair of Educational Initiatives.
- We have made our Representative Board meetings more productive by conducting workshop initiatives and informative planning as part of the two day meetings.
- We are in the process of approving a policy & procedure for the use of Social Media by our membership and board. This will be finalized next fall.

Goals for 2021-22:

- Run a successful in-person conference again next March, the first in three years.
- Continue to maintain and hopefully increase corporate sponsorship.
- Complete successfully, a five year strategic plan that paves a road for the association’s future.
- Begin to implement the recommendations of the strategic plan and communicate throughout all chapters.
- Get approval for a statewide certification program for athletic administrators through the State Education Department and the Commissioner’s Regulations.
- Continue to work with all chapters to promote involvement in the association, run organized meetings and, maintain/increase membership throughout the state.
- Implement several new awards at the annual conference.
- Continue to increase LTI offerings and Certification opportunities, and make it a profitable endeavor.

Respectfully Submitted,

Alan A. Holland, CMAA

Executive Director



NYSAAA

New York State Athletic Administrators Association

Associate Directors Report
June 6-7, 2021 Saratoga, NY

1. Continuing the facilitation of an update to the Educational Framework for Interscholastic Athletics with representatives from NYSAAA, NYS AHPERD, NYSCOA, NYSPHSAA, and NYSED.
2. Continue working with the NIAAA Resolutions Committee on several new resolutions dealing with diversity, equity, and mental health.
3. Met with Greg Warren and Denise Kiernan to discuss Mentoring outline and potential program initiation.
4. Final update for LTC 707 with partner instructors.
5. Zoomed with Laura Glass, Darryl Daily, and Alan Mallanda regarding certification mandate. Ms. Glass will take our information and turn it into a viable proposal for submission to the appropriate department.
6. Created “The 3-Minute AD”. A quick vignette dealing with specific subjects that ADs encounter.
7. Continued to provide ADs with access to LTI classes virtually. Thank you to Chapter 5 for the most recent offering, LTC 502.
8. Preparing to expand the program using LEAD instructors and teams of ADs to teach LTIs either locally or virtually. [LTI Teams](#)
9. Continued discussions with Final Forms AMP to improve connectivity and data collection continues.
10. Collected data for President Murray and his conference planning team.
11. Expanded Google Drive Folders for Rep Board.
12. Welcome Packet

Mentoring Program Initiative

Provide Chapters with trained staff of working and retired ADs to aid in mentoring new and young ADs

Offer a variety of potential programs based on the number of potential mentees and the financial capabilities of that chapter.

Program will focus on the following topics

1. Local policies and procedures
2. NYSPHSAA rules and regulations
3. Constitutions and Policies
4. Time Management
5. Event Management and Safety
6. Budget Development and Management
7. Awards programs
8. Professional organization support

The following reflects potential pricing for the program

1-5 ADs receive 2 team members for 10 sessions @ \$200 per topic

6-10 ADs receive 4 team members for 10 sessions @ \$300 per topic

Includes initial consultation with Chapter Rep and Executive Directors to determine scope and sequence.

Zoom or in-person

Would consider a professional service



NYSAAA

New York State Athletic Administrators Association

NYSAAA Strategic Planning Process Outline – Five Year Plan

After identifying a facilitator, then we need to get a general chair and sub-committee chairs in place. Then we can select participants. We will want to determine how many we have on each sub-committee. If we want to have the plan ready for our board to approve at our 2022 state conference, Bruce recommends this suggested timeline:

- ✓ 1. Facilitator identified by late spring 2020 – **Bruce Whitehead, Exec. Director, Indiana**
- ✓ 2. Meet with your exec board in late summer/early fall. **2020 to identify general chair and sub-committee chairs** (these should be people who have had or do have significant leadership roles in organization). Also how many people to serve on each sub-committee.
 - a) **Operations - Dr. Mira Martincich & Nina Van Erk, CAA(co-chairs)**
 - b) **Finance – Greg Ransom** c) **Programs - Donald Webster, CMAA**
- ✓ 3. Survey Membership for Volunteers and Interest
- ✓ 4. Spring 2021 - select people to serve on sub-committees. Establish dates for committee to meet.
- ✓ 5. Zoom Meeting scheduled for June 10, 2021 with Bruce Whitehead and all Chairs to outline responsibilities and review schedule for August
- 6. Need to survey membership for ideas and input.
 - ✓ 7. One two-day session should be enough for whole committee which should be in late summer 2021 with facilitator. **August 15-17, 2021, Crown Plaza – The Desmond Hotel, Latham, NY (adjacent to Albany International Airport)**
- 8. Late fall, 2021 the committee leadership meets to wordsmith and refine the recommendations. Electronically send refined recommendations out to committee members for final review.
- 9. Present to board in early 2022 and then send to membership for review and feedback (you will get very little if any feedback)
- 10. Board votes approval at spring 2022 conference and presents to membership final document.

Facilitator would not need to be present at every one of the above meetings. Only #4.

NYSAAA Five Year Strategic Planning Committee – General Chair

- I. Operations Subcommittee – Operations Chair, Dr. Mira Martincich & Nina Van Erk, plus 8 members
- II. Finance Subcommittee – Finance Chair, Greg Ransom, plus 8 members
- III. Programs Subcommittee – Programs Chair, Donald Webster, plus 8 members

NYSAAA 1st Strategic Plan

**General Chair
Bob Stulmaker**

**Finance Chair
Greg Ransom**

**Operations Chair
Dr. Mira Martincich
Nina Van Erk**

**Programs Chair
Don Webster**

1. Steve Young (1)
2. Elise Britt-Gaeta (2)
3. Charlie Gonsalves (2)
4. Ryan Naccarato (2)
5. Matt Walentuk (7)
6. Ty Scarlett (8)
7. Kermit Moyer (9)
8. Francisco Herrera (11)

1. Jason Semo (9)
2. Steve Nolan (2)
3. Lenny Kies (2)
4. Heather Mott (5)
5. Brett Banker (6)
6. Alan Quackenbush (8)
7. Patrick Pizzarelli
8. Todd Gulluscio (11)

1. Denise Kiernan (1)
2. Ashley Chapple (2)
3. Tim Wagoner (3)
4. Chris Corey (5)
5. Jeff Wheaton (6)
6. Eric Bennett (7)
7. Greg Warren (9)
8. Ryan Cox (11)

**NYSAAA President – Michael Murray (5)
NYSAAA Executive Director – Alan Mallanda (4)
NYSAAA Associate Executive Director – Jim Wright (11)**