



# New York State Athletic Administrators Association, Inc.

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## **Minutes Executive Board Meeting October 5, 2003 Saratoga Springs, New York**

**Attendees:** Roger Brown, President                      Al Mallanda, Executive Director  
Phyllis Danks, Secretary                                  John Pelin, Past President  
Dennis Fries, Treasurer                                   Pat Pizzarelli, President Elect  
Chris Rozek, Recording Secretary                      Dave Martens, NIAAA Liaison

President Roger Brown called the meeting to order at 1:15 p.m.

### **Roger Brown - President's Report**

- NIAAA endowment fund request. Bowling tournament will be held this year at the National Convention and they are looking for people to participate as a team for \$150.00 or sponsor a lane for \$250.00. Denny suggested sponsoring the \$250.00 and the Committee agreed.
- Question was asked if NYSAAA wants to donate to the NIAAA endowment fund. It was agreed to start with the \$250.00 and look at other possibilities next year.
- Dave Martens brought up the question on who takes care of NIAAA awards. No one is designated to do this. Roger suggested Dave take on this officially as NIAAA Liaison along with the Executive Director.
- Dave Martens reviewed at this time the timeline for the National Conference in December. He also noted that NIAAA membership has gone up but still would like to get more involved. It was shared with the Committee that Denny would be given a Citation at the National banquet.
- Dave discussed the National Emergency Network. Dave or Al will be called and they will contact Chapter Representatives. Each chapter should have a telephone tree for this network.

### **Denny Fries**

- Denny discussed the Section I Summer Institute for Leadership Training. There are only 70 slots available. He recommended getting people involved by spending NYSAAA money to get people certified.
- Denny informed the Committee about "Athletic Director Magazine" and their need for advertisers. He said as an initiative they would like to get \$500.00 from each State in Section 1 as start-up monies. A motion was made and passed.  
1<sup>st</sup> – Denny Fries                      2<sup>nd</sup> – Pat Pizzarelli                      Passed

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Motions were made for the following:

- Support of putting money aside for Executive Committee towards certification at the Summer Institute.
- \$400.00 towards scholarship incentive to Executive Committee and Chairs of State Committee. Pay up to 4 courses and \$100.00 for room and board, not to exceed \$500.00.

1<sup>st</sup> – Pat Pizzarelli                      2<sup>nd</sup> – John Pelin                      Passed

**AI Mallanda – Executive Director's Report**

AI asked the Committee if they would like to keep the conference in Saratoga at the Prime Hotel through 2006.

1<sup>st</sup> – Pat Pizzarelli                      2<sup>nd</sup> – John Pelin                      Passed

With time not permitting, AI will give his report at the Representative Board meeting on October 6, 2003, along with the Treasurer's Report from Denny Fries and Phyllis Danks' report on Selective Classification.

President Roger Brown adjourned the meeting at 3:00 p.m.

Respectfully submitted by:

Chris Rozek



**Minutes  
Representative Board Meeting  
October 6, 2003  
Saratoga Springs, New York**

|                   |                                  |                                   |
|-------------------|----------------------------------|-----------------------------------|
| <b>Attendees:</b> | Roger Brown, President           | Al Mallanda, Executive Director   |
|                   | Phyllis Danks, Secretary         | John Pelin, Past President        |
|                   | Dennis Fries, Treasurer          | Pat Pizzarelli, President Elect   |
|                   | Dave Martens, NIAAA Liaison      | Joel Wilson, Chapter 4 Rep.       |
|                   | Todd Nelson, Chapter 3 Rep.      | Bob DelRosso, Chapter 11 Rep.     |
|                   | Todd Heimer, Membership Co-Chair | Nina Van Erk, NYSPHSAA            |
|                   | Michael Giruzzi, Chapter 5 Rep.  | Eileen Kilcullen, Chapter 10 Rep. |
|                   | Amber Wilcox, Publications Chair | Wayne Bertrand, Awards Chair      |
|                   | Kent Gray, NYSED                 | Rich Beckley, Chapter 1 Co-Rep.   |
|                   | Harold Fried, Chapter 9 Co-Rep.  | Ken Garry, Chapter 9 Rep.         |
|                   | Don Webster, Prof. Development   | Chris Rozek, Recording Secretary  |

President Roger Brown called the meeting to order at 8:55 a.m.

Motion to accept the Minutes from June 2003 Executive Committee Meeting was made.

1<sup>st</sup> – Phyllis Danks                      2<sup>nd</sup> – Joel Wilson                      Passed

**Denny Fries – Treasurer’s Report**

Treasurer’s Report was handed out and reviewed. Currently, there is a balance of \$83,511.00.

Motion was made to accept the Treasurer’s Report.

1<sup>st</sup> – Todd Nelson                      2<sup>nd</sup> – Bob DelRosso                      Passed

**Roger Brown – President’s Report**

- Todd Nelson discussed the NYSCEA Report. If you go to the SED website, there is the survey on-line. There are 3 plans – all State standards from restrictive to less restrictive. The Regents will be discussing this in October-December with a public forum in November. January will be the public response, February it will go to Commissioner Mills and in March will be the adoption.

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- Phyllis Danks reported on the Selective Classification. In looking at the BOCES data, there is a big discrepancy. Each sport and each level will be looked at and possibly eliminating certain testing. The developmental testing will be looked at also.
- Will we need to do the Tanner test? Nina VanErk mentioned an assessment on a fitness test.
- The NIAAA Endowment Fund request was discussed. Bowling tournament will be held this year at the National Convention and they are looking for people to participate as a team for \$150.00 or sponsor a lane for \$250.00. Denny suggested sponsoring the \$250.00 and the Committee agreed.
- Question was asked if NYSAAA wants to donate to the NIAAA endowment fund. It was agreed to start with the \$250.00 and look at other possibilities next year.
- Roger shared with the committee that a review of the POP Manual was started last evening. The POP Manual Review Committee would like to get through the manual and have it ready for adoption at the March meeting.
- Roger extended a thank you to everyone for their leadership and support to him and the New York State Athletic Administrators Association.
- A copy of other items is attached.

#### **Al Mallanda – Executive Director's Report**

- Al shared his new address and phone numbers with the Committee.
- Al is working with Nina VanErk on new Athletic Director's Workshops and getting information on NYSAAA out. He would like to get new athletic director's packets prepared also. He would like to visit each chapter at their meeting. Please send meeting notices to Al.
- Al has taken over the newsletter along with Amber Wilcox. Pictures of athletes from each Chapter is needed and if you have any information you would like to share in the newsletters, please write up the article and forward it to Al. He asked that each Chapter Representative try to get articles for the letters.
- The winter meeting will be held on January 11-12, 2004 at the Prime Hotel. The meeting held at the conference has been changed to a breakfast meeting on March 19<sup>th</sup>. This change was made so there would be no conflicts with members. The date for the spring meeting will be announced at a later time.
- The State Executive Director's meetings have grown now to 30 people. It was held at the University of North Carolina and was very informative on such topics as LTC and membership in each State.
- Negotiations with the Prime Hotel is confirmed for 2004 and 2005. A proposal for 2006 and 2007 is currently being looked at. A proposal was made for keeping the room charges at \$106.00 or \$108.00 if the contract is accepted for 3 years (through 2008). The Committee agreed with staying at the Prime Hotel through 2008.
- The handbooks are still available. All Athletic Directors and Principals should have a copy of them.
- Corporate Sponsorships for this year are AWA (Athletic World Advertising) \$3,000.00 and in-kind services, Gatorade and Savory Snacks. Ones that still need to be confirmed are Thomas Group, CoachesLocker and Schutt Sports.
- New LTC courses will be offered at the 2004 conference.

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- Updates to certification requirements and added courses for CAA and CMAA will be made in 2005.
- There is a new course, LTC 500, Middle School Athletic Administrative Course.

#### **Nina VanErk – NYSPHSAA Report**

- Nina shared information about the NYSPHSAA Hall of Fame. The categories are: Coach, Athlete, Official, Administrator and Contributor. Nominations must be received by December 15, 2003.
- Nina mentioned the sportsmanship video, "Sportsmanship Starts with You" is excellent! The video was mailed to all member schools in August.
- There is a new Scholar-Athlete Award that will be given out to each school who has ALL their varsity teams receiving the Scholar-Athlete award.
- There is a new format for reporting the BEDs. Schools are to submit to their Section Executive Director an actual copy of the BEDs Building Report Form that was sent to the State Education Department. The Section will report the numbers to NYSPHSAA database through the website.
- As Al had mentioned in his report, Nina would like to set-up regional new Athletic Director's Workshops. Todd Nelson suggested some kind of mentoring program. Pat Pizzarelli said the manual and NYSPHSAA and LTC manuals are available. Kent Gray suggested the Director of Physical Education needs to be involved in training.

#### **Roger Brown – Conference Report**

- A draft copy of the conference program was distributed. This year's conference will have a lot to offer.
- Roger expressed to the Committee that LTCs should be taken and get your certification and be part of the NIAAA and get involved in the NYSAAA.
- Chapter Reps need to get 2 people to attend the Leadership Luncheon.
- Chapter Reps need to get \$100.00 door prize.
- Materials/Information are needed for the *Sparky Rector Drop-In Center*. Please bring 200 copies of each. If you need copies run, bring them to the January meeting or give them to Don Webster and the Association will run the copies.
- Award recipient's information needs to get to Wayne Bertrand as soon as possible.

#### **Phyllis Danks – Chapter Representative Report**

- Good attendance at the Chapter Meeting on Sunday. Chapter 2, 6, and 8 were not in attendance.
- Phyllis expressed that the Chapter Representatives are the main links to the Board.
- A copy of the minutes of the Chapter Representative meeting is attached.

#### **Patrick Pizzarelli – State Committee Report**

- Pat welcomed Amber Wilcox and Wayne Bertrand to their new positions within the Association.
- It was expressed that we would like to get membership up each year. Along with NYSAAA membership, you should also be a NIAAA member.

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**Kent Gray – State Education Department Report**

- Selective Classification Committee will meet on October 30<sup>th</sup>. Bob Goldberg is the Chair and the developmental maturity will be discussed by Mary Caparelli (Monroe BOCES) formulating a committee with the Nurse's Association, Todd Hersh, ATC Organization and Phyllis Danks, NYSAAA.
- As of July 10<sup>th</sup>, Athletic Trainers need to be certified through New York State and need to be AED Certified.
- Middle-level education has concerns with health issues with obesity, diabetes, etc. Continue to have physical education and nutrition involved in education for the middle-level students. You can go to the following website for more information: [www.emsc.nysed.gov/deputy/middle-level/middle-level-education-home.htm](http://www.emsc.nysed.gov/deputy/middle-level/middle-level-education-home.htm).
- There is no change on fingerprinting officials.
- Coaches are still only required to have CPR and First Aid.

**Dave Martens – NIAAA Report**

- The National Conference will be held in Indianapolis in 2003 and Orlando in 2004.
- Denny Fries, Section I Coordinator will be hosting the Section I hospitality along with New York State.
- Roger Brown and Pat Pizzarelli will become certified.
- Need to identify awards for Chapters who receive awards must be NIAAA and NYSAAA members.
- With NIAAA membership, you do get liability insurance.
- National Emergency Network...get one set-up for your chapter. This is very important to have in case an emergency. Dave and Al will be notified of any emergency that may happen in New York State and will contact the chapter representative who should have phone tree to help out with the situation.

**Don Webster – Leadership Training Report**

- Don reported this has grown and we would like to keep up on growth. We would like to bring LTC to local levels.
- As of this date, there are 57 CAAs and 2 CMAA (Gary Vail and Bill Ross). 16 courses will be offered at the National Conference.
- Help is needed at the annual conference to help moderate the LTCs.
- Encourage members to get CAA.
- Leadership Training Report is attached.

**Old Business**

None

**New Business**

Motions:

Wayne Bertrand – Awards Chair

Amber Wilcox – Publications Chair

Jamie Harter – Resolutions Chair

1<sup>st</sup> – Pat Pizzarelli

2<sup>nd</sup> – Todd Nelson

Passed

more...

Section I NIAAA Summer Institute:

- Support of putting money aside for Executive Committee towards certification at Summer Institute.
- \$400.00 towards scholarship incentive to Executive Committee and Chairs of State Committee. Pay up to 4 courses and \$100.00 for room and board, not to exceed \$500.00.

1<sup>st</sup> – Joel Wilson

2<sup>nd</sup> – Pat Pizzarelli

Passed

President Roger Brown adjourned the meeting at 11:45 a.m.

Respectfully submitted by:

Chris Rozek  
Recording Secretary