

**NAKPEHE Board of Directors Meeting
Minutes (Draft) April 27, 2006
Marriott Hotel, Salon J
Salt Lake City, Utah**

Members Present: R. R. Apache (Membership), Marilyn Buck (Foundations), Deborah Buswell (Necrology and Elections), John Dunn (Awards), Steve Estes (Parliamentarian), Mel Finkenberg (President), Anna Marie Frank (Social Justice/ Cultural Diversity), Jimmy Ishee (Vice President), Jackie Lund (Executive Secretary/ Treasurer), John Massengale (Publications), Carolyn Mauck (Vice President-Elect), Robert McKethan (Technology), Mike Metzler (Future Directions), Beverly Mitchell (Bylaws), Ginny Overdorf (Past President), Jan Rintala (President-Elect), Bob Stadulis (Secretary), Anne Stewart (Public Affairs)

Guest: Camille O'Bryant (Past Vice President)

1.0 Call to Order – Mel Finkenberg

1.1 President Finkenberg called the meeting to order at 11:09 a.m.

2.0 Minutes of January 4th Board meeting – Bob Stadulis

2.1 Minutes of 1/4/06 (pre-conference BOD meeting) **approved** (moved by Mauck, seconded by Frank).

2.2 Minutes of 1/7/06 (post-conference BOD meeting) **approved** (moved by Rintala, seconded by Mitchell).

3.0 Approval of Agenda

3.1 Motion by Rintala, second by Frank, to approve agenda as circulated, with the note that due to members having other commitments, the order listed in the agenda may have to vary – **approved**.

3.2 Parliamentarian Estes was asked by President Finkenberg if he had any comments to offer before the meeting proceeded; Estes said he had none to offer at this time.

4.0 Announcements

4.1 President Finkenberg announced the three lecturers for next year's conference in Clearwater Beach:

4.1.1 Sargent Lecture = Tom MacKenzie

4.1.2 Homans Lecture = Diane Gill

4.1.3 Hannah Lecture = Mike Metzler.

4.2 There will be no increase in fees charged by Human Kinetics.

4.3 A "Vision" committee has been appointed: the current Future Directions Committee plus Bob Christina, Karen DePauw, Ron Feingold, John Massengale, Hally Poindexter.

4.4 A "Variable Pricing" task force has been appointed: after on-line dialogue, the task force will report its findings and recommendations at the January, 2007, conference.

5.0 Officer Reports (Updates—Officers were urged to only add items and/or commentary not presented in the distributed written reports)

- 5.1 President Mel Finkenberg – a list of non-renewing members was shared; while these individuals will be contacted, BOD members were urged to make personal contact with those on the list known to them.
- 5.2 Past President Ginny Overdorf: nothing to add to distributed report.
- 5.3 President-Elect Jan Rintala: nothing to add to distributed report
- 5.4 Vice President Jimmy Ishee – Conference planning
 - 5.4.1 A number of scheduling problems were discussed.
 - 5.4.2 It is planned to have shorter talks at next year’s conference.
 - 5.4.3 It appears the fees for the conference will be “comfortable.”
 - 5.4.4 Steve Estes shared that the administrative workshop would occur over the entire time of the conference, in the same room, instead of before the main conference began. The anticipated theme will be a focus on chairs of kinesiology departments. Sessions will be “tracked” to determine who attends the sessions.
- 5.5 Vice President-Elect Carolyn Mauck: nothing to add to distributed report
- 5.6 Secretary Bob Stadulis: nothing to add to distributed report
- 5.7 Executive Secretary/Treasurer Jackie Lund:
 - 5.7.1 Progress reports of membership and account balances were discussed.
 - 5.7.2 Board members need to turn in vouchers.
 - 5.7.3 Travel for the Future Directions Committee and the President’s Vision Committee; an estimated expected expense would be appreciated.

6.0 Committee Chair Reports (as with officers, chairs were urged to only add items and/or commentary not presented in the distributed written reports)

- 6.1 Awards Chair John Dunn: still learning!
- 6.2 By-Laws Chair Beverly Mitchell: one correction to the distributed report; add “Technology” before “Committee” in the “Motion” section of the report (the motion will be addressed when the Technology Committee gives its report).
- 6.3 Elections, Deb Buswell for Frehlich: The Committee forwards the following motion for consideration (no second is necessary) concerning the election of officers:

Motion #1: “That the vote of the sitting President be retained, unopened, in an envelope. In the event that there is a tie vote, then the tie would be broken by the President’s vote. Of course this would remain confidential (that is, that a tie breaker was needed). If the vote is not needed, the envelope would remain closed.” Approved.

- 6.4 Foundations Chair Marilyn Buck: Moved by Buck, seconded by Overdorf, to remove the January 7th BOD motion #4: “Charlie Ash be given a lifetime membership,” from the table. Approved.
Motion #2: After discussion, it was moved by Buck and seconded by Rintala that the motion: “**Charlie Ash be given a lifetime membership**”, be “postponed” – **Approved**.
- 6.5 Future Directions Chair Mike Metzler: the President’s Vision Committee will meet June 16-19th.
- 6.6 Membership Chair R.R. Apache: nothing to add to distributed report.
- 6.7 Public Affairs Chair Anne Stewart: in addition to the distributed report, a letter to the Florida AHPERD president concerning the Clearwater Beach conference will be written.
- 6.8 Publications Chair/Director John Massengale: no report distributed; will be discussing an issue under “Old Business.”
- 6.9 Social Justice/Cultural Diversity Chair Ann Marie Frank: shared an addition to distributed report that clarified that the SJCD Committee is recommending that the number of members on the SJCD Committee be increased to six. No action was taken.
- 6.10 Technology Committee Member Robert McKethan (for co-chairs Gordon Schmidt and Carol Woods)
6.10.1 The job description of the NAKPEHE webmaster was discussed. Input was solicited. The question of whether the position would receive a fee was discussed without any formal resolution; it was hoped that someone in NAKPEHE would be able to accomplish the tasks as a service to NAKPEHE.
Motion # 3: “**The Webmaster is an ex-officio member of the Technology Committee**” – **Approved** (motion by Bylaws Committee, no second needed).
6.10.2 The approval of a third party company to provide for on-line payment of membership and conference registration fees was discussed. Potential costs were shared.
Motion #4: “**To adopt ACTEVA or a service provider for membership and conference registration**” **Approved** (motion by R. McKethan on behalf of the Technology Committee, no second needed). To be implemented by the combined efforts of the Technology Committee, the Webmaster, the Membership Committee, and President.

7.0 Presidential Appointments

- 7.1 Archivist (Richard Swanson) -- no report
- 7.2 Necrologist (Deborah Buswell) -- In addition to distributed report, a reminder to notify the necrologist of any deaths was given (the development of a reporting form was reiterated).
- 7.3 Oral History -- the current status of the project was discussed. Possibilities for proceeding were discussed, including the possible involvement by Susan Rail (SUNY-Cortland) and the potential

involvement with Ball State's Video History resources (as reported by Marilyn Buck).

7.4 Parliamentarian Steve Estes – no report.

8.0 Old Business

- 8.1 John Massengale brought forward an issue from the Publication Committee. There are two titles that are being used: 1) "Director of Publications; and 2) "Chair of the Publications Committee." After discussion, the use of both titles was deemed appropriate. The "Director of Publications" is an appointed (by the President) position; one of the Director's responsibilities is to serve as the "Chair of the Publications Committee."
- 8.2 Past President Ginny Overdorf shared information concerning four possible sites in Florida for the 2009 annual conference. Overdorf recommended either the Sundial Beach and Golf Resort (Sanibel Island) or the Hyatt Sarasota. Input from BOD members was sought.
- 8.3 Executive Secretary/Treasurer Lund shared the 2006 actual budget and the proposed 2007 budget. The proposed budget was approved (Rintala moved, Frank seconded).

9.0 New Business

- 9.1 Past Vice President Camille O'Bryant summarized the 2006 Conference in San Diego. The conference was judged a success on many levels, from program to attendance. It was able to make a small profit. Discussion of fees and complementary room arrangements were discussed. Ann Stewart reiterated that the students who worked the registration table were very helpful.
- 9.2 President Finkenberg shared an update on the "College Connections" project. Leah Fiorentino and Marilyn Buck need professionals to step forward and share their teaching techniques on the site.
- 9.3 Mitchell reminded members to nominate persons for the various NAKPEHE awards.
- 9.4 The search for a new Executive Secretary/Treasurer was discussed. A proposed job description was shared by President Finkenberg. Two revisions were suggested:
 - 9.4.1 delete "accounting/mathematical skills" from the job description;
 - and 9.4.2 revise to conform to Bylaws, especially with respect to bonding.

10. Meeting adjourned (Mauck moved, Rintala seconded)

Respectfully submitted,
Bob Stadulis, Secretary

**Addendum To The Minutes
Motions Approved and Suggestions
April 27, 2006**

Motions:

Motion # 1: – “That the vote of the sitting President be retained, unopened, in an envelope. In the event that there is a tie vote, then the tie would be broken by the President’s vote. Of course this would remain confidential (that is, that a tie breaker was needed). If the vote is not needed, the envelope would remain closed.”
Approved. To be implemented by Elections Committee in the next election; Bylaws Committee to make appropriate bylaw change.

Motion #2: The motion that “Charlie Ash be given a lifetime membership” be “postponed” – **Approved.** More discussion by the Foundations Committee before it is reconsidered (or not).

Motion # 3: “The Webmaster is an ex-officio member of the Technology Committee”– **Approved** Bylaws Committee and Technology Committee to implement.

Motion #4: “To adopt ACTEVA or a service provider for membership and conference registration” – **Approved.** To be implemented by the combined efforts of the Technology Committee, the Webmaster, the Membership Committee, and President.

Suggested Items for Officers and Committees:

1. Bylaws Committee (Mitchell): revise Bylaws to reflect motions # 1 (President’s ballot) and # 3 (Webmaster/Technology Committee).
2. Elections and Nominations Committee (Frehlech): conduct the next election implementing the new President’s ballot procedure.
3. Foundations Committee (Buck): Discuss and bring to closure the Ash motion.
4. Joint efforts of the President, Webmaster, Technology Committee and Membership Committee to implement on-line membership and registration (motion # 4).
5. Technology Committee: include the webmaster within the committee’s work.
6. Vision Committee to meet (with Future Directions Committee) and report at the 2007 conference.

7. Variable Pricing Task Force report its findings and recommendations at the 2007 conference.
8. Past President Overdorf: identify the 2009 conference site.
9. John Massengale: know when to be “a director” and when to be “a chair.”