EXECUTIVE BOARD MEETING
April 3, 2019

Bold: present  Italic: present via Zoom  Ex: Excused

Deb Smith
Susan Berry  Nancy Curtis
Dana Welch  Andrea Lee
Maria Newcomb  Liz Hemdal
Karyn Bussell  Gary Urey
Kathy Sutton  John McCullagh
Kayla McGee  Scott Pelletier
Lynn D'Agostino  Kristin Tyler
Kristen Espling - Ex  Sara Thurston
Katie Brooks  Daniel Gish - EX
Gabrielle Adam  Andy Gray
Leslie Winchester  Mike Bailey

Welcome and Meeting Norms
A. Arrive & End on Time
B. Be Respectful
C. Be Present - Limit use of electronics
D. Assume Positive Intent
E. Participate Actively - Zoom Etiquette
F. Other

Committee Meetings
A. Make sure you have chosen a committee to work on: 2019 Committees
   a. Review action plans for 2019
   b. Review of roundtable notes Nov. 2019 Roundtable notes
   c. Report out where they are and next steps

Advocacy: concerns with athletes getting PE credit; job security and wellbeing of students
Deb charged committee with developing a position statement
Awards: Nomination form; Kayla mentioned that we do not have a dance award, should we? rec not represented in awards, should it be?
Request from last year: combined Health and PE award, criteria aren’t specific, in the past teachers applied K-8 (which category?), last year Health changed to one award for all levels but it should not have done this. Application form needs to reflect 2 awards for Health Education.
Need a new way to reach college contacts, Deb can assist with this.
How do we reach out to garner more awards? Can people outside MAHPERD nominate? Should we have a rec award? How do we elicit layperson award nominations? Discussed how to share responsibility for awards presentation at conference.

Fundraising: Dana requested a conversation about our funding needs. Tim F. has a connection with a fundraising Organization; Dana is going to pilot CATCH; Want to do a skiing event next winter,

Grants: N/A
Membership: “Postcard” will be sent via email blast; working to secure student reps for each of the disciplines through the Universities and Colleges.

Ad Hoc Regional Workshops: Deb, Chris, Dana working on Facebook Live at May 2 meeting (5 presenters); after Facebook Live people can access video.

B. Set next committee meetings before May 9 Board meeting

**Conference Planning**

A. Discipline VPs Reported Out on Conference Planning Work

   PE: working on sessions RFPs, Google Doc available for PE members to provide updates

   Nick Lyons: concern that archery should be provided by certified instructor; Nick is not a certified instructor, he has presented at conference in the past, people attending won’t be certified, Nick will teach so others can teach; perhaps pre-session in another year, will teachers need to be certified? Board supports Nick offering archery session.

   HE: Total of 5 submitted so far, following up with others

   REC: JP Stowe willing to do 2 sessions but nothing on concussions; updated on other contacts;

   Tim B. has also made contacts for endnote

   DANCE: The lady who presented Native American dance would like to return with different dances this year; Nancy would like to offer sessions to bridge dance and PE (will depend on her health)

   Kayla taking lead on student session: panel

B. Request for Proposals - due by May 21

   Need to follow up with last year’s Teachers of the Year to present; it wasn’t a clear request last year; Awards committee will be clear with recipients, they will be asked to present the year following their award; need to confirm it’s clear on the application

C. Keynote and Endnote ideas *(Michelle Obama, Scott Todem Health TOY, Radiant Beginnings/Mindfulness, Chris Pribish)* Nick Kline suggestions

   Endnote ideas from Tim B: - Randy Pierce

   Maria: Life is Good; Andy: Nick Kline pushing Open suggestions, Nick is willing to meet with anyone who is in Tampa; new MDOE Commissioner; Travis Mills

D. Finalized proposal to increase conference fees Proposal for fee increase (addressing with budget)

E. Reviewed proposal to increase exhibitor and sponsor fees (addressing with budget)

F. Ideas for Monday night events

   Decision: Cornhole tournament; Minute to Win It (Presque Isle) Susan will let Presque Isle know we are all set for 2019. Maybe they can do another year; on sight alcohol has various issues; food available?; sponsor?; offsite last couple years has been less problems; Dana and Andy will research offsite options such as Elks, Legion Halls, VFW.

**Fundraising - potential programs**

A. AHA Kids Heart Challenge & Hoops for Heart Presentation - Gary Urey

   Program has not changed; money previously given to SHAPE, now goes to schools

   Participation numbers have maintained

**Business Meeting** called to order 6:15

A. Approval of minutes from March 14, 2019

<table>
<thead>
<tr>
<th>MOTION TO APPROVE 3/14/19 MINUTES</th>
<th>2ND MOTION</th>
<th>YES/NO/ABSTAIN</th>
<th>PASS/FAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim. F</td>
<td>Tim B.</td>
<td>All in favor</td>
<td>SO MOVED</td>
</tr>
</tbody>
</table>
B. Treasurer Reports for approval (April 2019)

<table>
<thead>
<tr>
<th>MOTION TO APPROVE TREASURER REPORT</th>
<th>2ND MOTION</th>
<th>YES/NO/ABSTAIN</th>
<th>PASS/FAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kayla</td>
<td>Tim B.</td>
<td>All in favor</td>
<td>SO MOVED</td>
</tr>
</tbody>
</table>

C. Reports - No approval needed
   a. President (March 2019)
      Bulk of work is support to Deb, met with Liz to work on awards; MDOE Commissioner had to cancel today’s visit, hopefully will attend in September
   b. Executive Director (March 2019)
      Spent a lot of time working on the budget and working with Kathy
      Working with OFP (Oscar) for SHAPE conference
      Working with Susan on agenda
      Met with Joanne, working on conference
   c. DOE liaison (April 3, 2019)
      Monitoring bills dealing with HE and PE; Wellness Summit focusing on Mental Wellness; HEPEC teacher leaders offering regional workshops in May

D. Old Business
   a. Hall of Flags, April 11, 2019 - volunteers are Kayla & Jamie
      Bookmark ideas: logo bigger & both sides; write up on back (bigger and easier to read); line up MAHPERD labels; Deb will secure a new table banner with new logo
   b. Advocacy Follow up to the Leadership Workshop Activity - Maria
      Maria returned index cards with information on our state legislators
      Maria asked us to develop an introductory email and contact hometown legislators and/or legislators representing school community
      Discussed inviting Education and Cultural Affairs Committee to fall meeting; Would it help to reach out to the committee clerk?
   c. Regional Workshops/Professional Development Opportunities Spring 2019
      PE sharing workshop - New Gloucester/hosted by Dana Welch - Thursday, May 2, 2019
   d. Final review of the budget
      Deb’s philosophy is to balance the budget. Where will we get $79,000?
      i. Finalized proposal to increase conference fees Proposal for fee increase
         Discussion of increase of $15 or sponsors
      ii. Sponsorship packet for conference and web site Sponsorship Packet
      iii. Review proposal to increase exhibitor fees proposal
         Deb surveyed other states regarding exhibitor fees; we are lower than NH.
      iv. Conference meal expenses and revenues (2019 conference)

- MAHPERD meal costs $5000; We fund some of banquet and pizza dinner (in the past pizza dinner had a sponsor).
- Some of the meals are Board members, award winners, presenters.
- Contract with Samoset says we will spend $15,000 on meals (therefore do not pay room fee).
- Deb met with Samoset representative yesterday. They shared they offer rebates; charging over their room fees and then give us rebate.
- Kris raised the issue that if most teachers fees are paid by district, they won’t balk at fee increases;
- Kathy S. $25,000 came from school systems; no way of knowing who credit card payments are from.
Liz raised issue that if meal prices increase, we may need to negotiate changes in meals. Perhaps advertise “new menu”

Banquet meal charges include tax and gratuity.

Pizza buffet draws most people; 205 participated last year

Andy: survey membership????? Susan raised point … ask membership do we raise food, conference, lodging?

Dana: he has talked with colleagues, we have room to grow with conference fees, schools don’t always pay for meals;

Kathy reports more and more schools pay for meals

Tim F: we should not be losing money on meals, that should be covered

Deb: finding more sponsors will help cover conference costs

Susan challenged Board members, everyone come to May meeting with a potential sponsor

Deb will develop a google doc so there are no duplicates

Andy reminded everyone that AHA won’t be paying conference fees

Mike suggests people won’t balk at room fee increase but may for conference and meals

Sara: may lose people for food price increases but not many other places to stay

Gabby: price difference to offer taco’s? It was really good for student lunch.

Tim F: get a sponsor to leave meals alone ~ can get sponsor; today increase fees. Kathy replies we will need to trim the budget.

<table>
<thead>
<tr>
<th>MOTION TO RAISE $15 CONFERENCE FEE AND FREEZE MEALS AT THIS TIME</th>
<th>2ND MOTION</th>
<th>YES/NO/ABSTAIN</th>
<th>PASS/FAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim F.</td>
<td>Chris</td>
<td>3/9/0</td>
<td>MOTION FAILED</td>
</tr>
</tbody>
</table>

need budget in place by May 31

Jamie: if we don’t get sponsors will it be too much to raise food costs in addition to conference fees; Dana raise fee $10 and ask Samoset about any pushback on rebate

Tim B incremental increase of meals, $2 per meal each year

Susan rebate ~ be transparent if you stay at Samoset, MAHPERD benefits (not hidden cost)

Chris let the membership know MAHPERD is losing money on meals

Lynn agree to be transparent

Tim B up cost of food and be transparent, meal fees have not covered meal costs

Andy we can recoup if we are clear that we give a $10 lunch

Deb sponsor gave us $500 last year, go back to that price with no consequence

<table>
<thead>
<tr>
<th>MOTION TO INCREASE REGISTRATION FEE BY $15 AND INCREASE MEALS BY $2</th>
<th>2ND MOTION</th>
<th>YES/NO/ABSTAIN</th>
<th>PASS/FAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathy</td>
<td>Tim B.</td>
<td>11/1/0</td>
<td>MOTION PASSED</td>
</tr>
</tbody>
</table>

E. **New Business** - Vote on [proposed 2019/2020 budget](#) tabled to May meeting

<table>
<thead>
<tr>
<th>MOTION TO APPROVE 2019/2020 BUDGET</th>
<th>2ND MOTION</th>
<th>YES/NO/ABSTAIN</th>
<th>PASS/FAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>All in favor</td>
<td></td>
<td></td>
<td>SO MOVED</td>
</tr>
</tbody>
</table>
MEETING ADJOURNED AT 7:20

Future Events/Meetings:

April 10 - 13, 2019, SHAPE National Convention, Tampa, FL
April 11, 2019 Hall of Flags Advocacy Event, Augusta State House (8 am - noon)

MAHPERD BOARD MEETINGS: Cross Building, Augusta

- Thursday, May 9
- Proposed adding date: Thursday, June 6
- Thursday, September 12
- Wednesday, October 9

74th MAHPERD Conference, Samoset Resort
November 3 - 5, 2019

Minutes taken by Karyn Bussell, reviewed by President Susan Berry and Executive Director, Deb Smith