

EXECUTIVE BOARD MEETING

February 6, 2019



Engage • Educate • Inspire

Bold: present *Italic: present via Zoom* Ex - Excused

Deb Smith

Susan Berry

Dana Welch

Maria Newcomb

Karyn Bussell

Kathy Sutton - Ex

Kayla McGee

Lynn D'Agostino

Kristen Espling

Katie Brooks - Ex

Gabrielle Adam

Leslie Winchester

Nancy Curtis

Andrea Lee

Liz Hemdal- Ex

Gary Urey

John McCullagh

Scott Pelletier-Ex

Kristin Tyler

Sara Thurston

Daniel Gish-Ex

Andy Gray-Ex

Mike Bailey

Tim Baude

Gina Finn

Tim Farrar-Ex

Katie Hawke

Chris Nightingale

Jean Zimmerman

Jamie Dillon

Joanne DeCampos* -Ex

A. 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

B. Conference Planning

- a. Discipline VPs Report Out on Conference Planning Work
 - Kayla, VP HE list in MAHPERD Google folder, starting to contact people
 - Lynn, VP PE list not in MAHPERD Google folder, starting to contact people, Deb will make sure it is in the correct location
 - Katie, VP Dance list in MAHPERD Google folder, starting to contact people
 - Kristen, VP Rec list in MAHPERD Google folder, starting to contact people
- b. Request for Proposals - due by May 21
The sooner the better!
- c. Proposal to change schedule [2019 Proposed conference schedule](#)
Discussed at Leadership; Reviewed during the meeting. Decision needs to be made at the March meeting
Changing from 74 to 67 sessions, change Sunday afternoon (fewer sessions), 2-3 pre-conference sessions on Sunday
Ebb Tide room is a challenge; Deb proposes not scheduling the room; having it for an extra room therefore a maximum of 8 sessions per time slot
Monday had 36 session, 40 sessions proposed, added one buy moving he Business Meeting to Tuesday
If someone needs more than an hour, schedule presenter for two one-hour sessions
Monday: change Business meeting to end of conference on Tuesday with an endnote

Tuesday morning had 22 sessions in 4 slots, propose has 3 slots with 20 sessions, endnote/business meeting; goal to keep people on Tuesday
Susan recommends endnote after business meeting which has been done in the past.
Kris T raises the point of less sessions Tuesday before endnote we may not have many people stay for endnote/business meeting.

Dana feels many people may not stay for endnote as they want to travel.

Maria raises the point of taking another day off from school, people may want more Tuesday sessions.

Susan proposes 3 slots with 6 -6 -6 sessions each as we have lower numbers on Tues which Tim supports and added endnote must be a dynamic draw.

Deb suggests giveaways as an incentive to people to stay for Business Meeting; Dana added must be present to win.

Susan raised point that if purpose is to increase business meeting participation, have business meeting before endnote. Tim added business meeting can flow into endnote.

Discussion of making shorter transition time on Tuesday; perhaps offer bag lunch (or light snacks provided by a sponsor) during business meeting and include with registration

Chris proposed starting earlier; 50 minute sessions

Try to be done by noon or 12:3 p.m on Tuesday

Gabby: be aware of people needing to pack up and checkout

Andrea: checking out can be difficult to navigate, perhaps add in a break to do so; keep in mind some teachers are challenged to have administrator support with any changes we make

- d. Keynote and Endnote ideas (*Michelle Obama, Scott Todem Health TOY, Radiant Beginnings/Mindfulness, Chris Pribish*) [Nick Kline suggestions](#) **tabled**
- e. Ideas for Monday night events **tabled**
- f. Proposal to increase conference fees by \$10: should make decision at March meeting
Deb would like us to bring in \$3000 additional revenue to replace AHA funds.
Deb plans to increase sponsors for components of conference.
Document on Exhibitors and Sponsorship in shared folder.
By September 1, 2019 we will have a deficit of \$5500.
Deb does not recommend raising membership fee, student fees, retiree fees.
Deb added proposal of increasing board member conference fees.
Tim asked about meal prices; meal prices are less than cost; suggests adding \$10 to conference fee and \$1-\$2 per meal
Gary: if a school is paying, will a PE teacher care about increase (some people pay own fees); MAHPERD gave 11 conference scholarships
Gabby: can we ask for sponsors for meals to offset costs (Deb reminded everyone we had Bangor Savings Bank and MEA sponsored meals in 2018)
Sponsors is another way to go **Look at sponsor proposal**
Fundraising Committee will also be working on this.
Karyn: will we get pushback with increased fees and less sessions (potentially); Tim feels as long as we have quality sessions it may not be a concern
Some schools have caps on some expenses like food
Deb estimates 1/3 of conference attendees do not have meals at conference
Meals are cost of meal plus 28%; Samoset requires certain amount of meals sold in exchange for no room fees
Lynn asked Deb for ideas on fundraising that the Maine Parks and Rec. does; Deb reported they have partnerships with FunTown, Aquaboggan, and York's Animal Park that helps them raise \$20,000

Raffles vs. drawings: need to talk with Kathy Sutton about what is allowable
Email ideas to Dana, Fundraising Chair

- g. Proposal to increase exhibitor and sponsor fees [Sponsorship proposal](#)

C. Fundraising - potential programs

- a. CATCH Presentation - Brooks via Zoom
 Catch Global: mission of evidence based programming into schools for just over 5 years
 Schools have difficulty raising funds to support wellness programs
 CATCH GO DOUGH: School Wellness Funds Made Simple
 Wellness funds raised online; funds loaded onto GO Dough Card which can be branded with MAHPERD logo (essentially like a visa gift card); spend funds without going through district red tape; funds are loaded every week; restrictions do apply to spending funds (gun store, liquor store, restaurants, etc.); ask for receipts to be submitted
 5% of funds to MAHPERD; 80% of funds raised are given to school; funds do not expire
 Health themed and participatory fundraisers
 Toolkit to guide the process
 Provide sample annual budgets; suggest MAHPERD membership, MAHPERD conference
 Not an exclusive fundraising contract
 Hoping to pilot schools this spring - Let Deb or Susan know if you are interested in piloting or talking more with Brooks.
- b. SHAPE Programs [health.moves.minds](#) **tabled**
- c. AHA program added to next meeting agenda

D. Advocacy: Maria [Advocacy notes from Jan. 30 meeting](#)

- a. Maria has contacted the Chairs of the Education Committee to invite the Ed Committee to our March meeting. Board members will be asked to reach out to Education Committee members to encourage them to attend. Maria will be sending an email to Board members. If possible, please try to arrive for March meeting by 4:30.
- b. Pender Makin, Commissioner of Education is confirmed to join us for our April meeting at 4:30 p.m. (Susan will confirmed the time.) We will outline our talking points an format for discussion at the March meeting.

E. Committee Meetings **tabled**

- a. If you were not at Leadership on Jan 13, find a committee [2019 Committees](#)
- b. Review action plan for 2019
- c. Set next committee meeting before March 14 Board meeting**
- d. Report out where they are and next steps **(tabled)**

F. Business Meeting **called to order @ 6:35pm**

- a. Approval of minutes from Nov 4, 2018 [November 4, 2018](#)

MOTION TO APPROVE 11/4/18 MINUTES	2ND MOTION	YES/NO/ABSTAIN	PASS/FAIL
Tim	Gary	All in favor	SO MOVED

- b. Reports
 - i. President [Nov - Jan, 2019](#)
 Highlights: prep for Leadership meeting; emails

ii. Executive Director [January 2019](#)
 Leadership with Susan, Budget with Kathy; website; day-to-day

iii. Treasurer [February report](#)
 Reviewed by Deb
 Saved significant money with Leadership meeting location change, Deb will prepare report

MOTION TO APPROVE TREASURER REPORT	2ND MOTION	YES/NO/ABSTAIN	PASS/FAIL
Tim	Leslie	All in favor	SO MOVED

iv. DOE liaison [February 2019](#)

c. Old Business **tabled**

i. Review of roundtable notes [November roundtable notes from members](#)

d. New Business

- i. OFP Nationals - Oscar Degnan
 OFPs from each state will be recognized; certain events he has to attend
 MAHPERD and EDA will help financially. Chris is also attending and will ask dean
 for some financial support.
- ii. Commissioner of Education meet and greet then dinner April 3rd from 4:30 -
 5:00 p.m.
- iii. Hall of Flags, April 11, 2019 - need a couple of volunteers - Kayla and Jamie,
 Thank you!
 Hosted by AHA; several tables with other wellness organizations; not an
 education specific environment; greet legislators and advocate
- iv. Regional Workshops/Professional Development Opportunities Ad Hoc
 Committee: Deb looking for 2-3 people to work with her on electronic
 workshops (Chris, Dana, Kayla, Nancy)
- v. MDOE wants to partner with MAHPERD for electronic PD

MEETING ADJOURNED AT 7:04 p.m.

Future Events/Meetings:

March 5 & 6, 2019, SPEAK Out Day, Washington DC (Andy ray and Scott Pelletier will represent us.)

April 10 - 13, 2019, SHAPE National Convention, Tampa, FL (Deb, Susan, Maria, Dana Jean, and Chris are attending)

April 11, 2019 Hall of Flags Advocacy Event, Augusta State House from 8 am - noon - Kayla and Jamie representing us

MAHPERD BOARD MEETINGS: Cross Building, Augusta

- Thursday, March 14
- Wednesday, April 3
- Thursday, May 9
- Thursday, September 12

☐ Wednesday, October 9

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