



Board of Directors Meeting Agenda and Minutes

Virginia AHPERD Google Drive folders: 2025 VaAHPERD 2024 Virginia AHPERD

Date: 1.24.2025 Time: 7:00PM

Location: Virtual

Note Taker(s): Mark Brandenburger, Maria McKeown

Energy Generator

Where are you? And, what is your school/town famous for?

Meeting Item	Details	Notes & Actions
Attendance (Parliamentarian)	<ul style="list-style-type: none"> Attendance Document Link VA AHPERD Leadership Attendance-2024.xlsx 	Quorum: Yes /No
Call to Order (President)	<ul style="list-style-type: none"> Call meeting to order Welcome Energy Generator 	Time:
Robert's Rules of	<ul style="list-style-type: none"> Direct all questions to the chair (President or designee), and 	

<p>Order (Parliamentarian)</p>	<p>be recognized</p> <ul style="list-style-type: none"> ○ Point of order ○ Point of inquiry, clarification ○ Point of personal privilege ○ Motion to table (set aside) or postpone (set time) ○ Motion to reconsider <ul style="list-style-type: none"> ● During discussion/debate, remarks or side discussions are out of order ● Silence gives consent 	
<p>Approve the Minutes (President)</p>	<p>Individual review of the last meeting (BOD or RA) 11.10.24 BOD Agenda Virginia AHPERD Hear a motion to approve</p>	<p>Motion: Victor Second: Jessica Approved Disapproved</p>
<p>Approve the Agenda (President)</p>	<p>Individual review of the agenda (this document) Hear a motion to approve</p>	<p>Motion: Russ Second: Jason Approved Disapproved</p>
<p>Board Reports (President)</p>	<p>Call for updates from the Divisions & Committees January Board Reports</p>	

Reports & Files

<p>Name (linked)</p>	<p>Description/Notes</p>
<p>Latest BOD Agendas</p>	<p>11.10.24 BOD Agenda Virginia AHPERD 11.7.24 BOD Agenda Virginia AHPERD (approved 11.10.24)</p>

[w](#) Special Called AGENDA September 2024.docx (approved 11.7.24)

Last RA Agendas

- [☰](#) 11.9.24 RA Agenda Virginia AHPERD
- [☰](#) **LDC Agenda March 2024
- [w](#) Representative Assembly Agenda 1.2024.docx

Convention MGR

Summary:
Initial reach out for proposals and exhibitors has been sent
Proposals defined a new spatial request (small/large group movement)
Exhibitors fees increased by \$25 for each size to offset Hilton contract increases
[x](#) 2024 Founder's Inn convention budget .xlsx
[w](#) Convention Manager Report 1.25.docx
[2025 Session Proposal Form](#)

President

Summary: [w](#) President Board Report 2025-01-24.docx
Look for session presenters
New section chairs for recreation, PE, (others are full without names at this point)
SHAPE or NAHPL membership
Plans to attend National Speak Out Day
Goals: 1) increase membership 2) evaluate strategic plan, mission/vision 3) support restructuring
Commentary: "OUR STRENGTH IS YOU"

Past President

Summary: [w](#) Past President Board Report 1.21.25.docx support of executive committee, new roles in the restructure, committees
Committee service planning: Learning new role as Past president in which committees I will serve on
Commentary:I would still like to look into retirees being a part of the convention

President Elect

Summary: [☰](#) President-Elect Report 01.25.2025
Preparing launch of new structure and organization

Commentary:

Summary: [w](#) ED Report 01.2025.docx

Leadership directories (new section chairs) are updated

Commentary:

Reported bank balances: \$53257.11, \$733939.77 Investment account. Reiterated we cannot drop below \$600,000.

Virginia Sales Tax Exemption update: has been filed, check cleared bank, but official paperwork still being reviewed

Continuing to work on YTD Figures

Finance & Budget requests for 2025 including sponsorship for presenters

Dance Division

Summary: [w](#) Dance 1.25 Board Report .docx

DJ Feedback needed for 2025 planning, rate is increasing from \$550 to \$850

Commentary:

General Division

Summary: [w](#) General Division Report Jan 25.docx

Commentary:

Health Division

Summary: [w](#) Health 2025 Board Report Template.docx

Successful sessions

Commentary:

Physical Education Division

Summary: [w](#) PE Division Jan 2025 Board Report.docx

60+ division members

Commentary:

Recreation Division


Summary: [w](#) Rec Board Report 1/24/25.docx

Casino night success, Yu.Fo

Commentary:

Meeting Item	Details	Notes & Actions
Old Business (President)		
Restructuring Approved by RA on 11/9/24	<p>RA approved “Approve the Bylaws and Associated Operating Codes to support the restructuring of the organization as outlined in:</p> <ul style="list-style-type: none"> ● Video Presentation: Bylaws Overview Presentation ● Organizational Chart: Proposed Organizational Chart ● Review of Bylaws: Edit Review of Bylaws” <ul style="list-style-type: none"> ● Effects for 2024 elections: none, aside from informing VP Elects for each of Dance and Recreation of a 1-year term, and VPs of 2-year term (1 year remaining) ● <i>Effects for 2025 elections: Six division positions removed and open elections for 3 new division chairs (past VP, VP, VP-Elect), 5 regional reps, and advocacy rep</i> 	<p>Recreation (Jason) and Dance (Terese) will discuss reorganization and merger of the two divisions. Motion for personnel placement will come by way of a motion in January.</p> <p>Agenda item at March LDC.</p> <p>W Org Chart Draft D.docx</p>
Site Selection/Finance	<p>Following Convention Manager and Executive Dir. Reports, return to tabled discussion from 11/10/24 regarding change of venue, charges, etc. for 2025 and/or 2026 convention scheduled at Founders Inn.</p> <p>W General Motion.docx</p> <p>☰ 7.2 OC Convention Site Select Committee 01-2024</p> <ol style="list-style-type: none"> 1. Shall be composed of the current past president and the two most recent past presidents. 	<p>Second: Jess Discussion For Discussion Against Motion Passes</p>
	Diversity Committee Removed? Voted and approved 11/10/24.	Structure & Function (Jessica Bayliss)

New Business (President)		
Motions:	<p>Policy & Procedures edits</p> <p>w EC Motion Draft.P&P.docx</p> <p>w 1.05 iv Policies and Procedures 12-2023.revision.docx</p> <p>Presentation from Executive Director</p> <p>Discussion For/Against</p>	<p>Motion: from Exec Comm.</p> <p>Second: not needed</p> <p>Discussion For/Against</p> <p>Amended & Approved</p> <p>Disapproved</p>
	<ol style="list-style-type: none"> 1. Advocacy Report, Bill Review from Becky x Copy of VAHPERDStatusReport01_11_03_01_PM.xls 2. VDOE update? 3. HB2213? https://lis.virginia.gov/bill-details/20251/HB2213/text/HB2213 4. Legislative Calendar: https://dls.virginia.gov/pubs/calendar/cal2025_2.pdf 5. Speak Out Day (National) registration open https://www.shapeamerica.org/MemberPortal/events/speakoutday/default.aspx 	
	<p>LDC Preparations:</p> <ol style="list-style-type: none"> 1. Budget Proposals Due January 31, 2025. 2. Committee Reports Due...March 7, 2025 [list here] 3. LDC Agenda (Sean N.) 	
	<p>PE Division Recruitment for Participation in Book Study:</p> <p>Abstract for Virtual Book Study: <i>Becoming a Distinguished Physical Education Teacher</i> https://www.distinguishedpe.com/</p> <p><i>PE budget proposal?</i></p> <p><i>Virtual Meeting at conference?</i></p>	

	Grant Committee:  Virginia AHPERD Grant Oppurtunities	
ADJOURN	Motion Second	9:25 am

Tactical Items	Description	Responsible Parties
	Ad hoc committee assignment (S.Niehoff)	

Upcoming Meetings		
Date/Time/Location	Description	Responsible Parties
Jan 24, 2025 7:00pm (Zoom)	BOD Meeting	BOD
March 14, 2025 7:00pm (TBD)	BOD/Budget Meeting, Virginia AHPERD	BOD

March 15, 2025 8:00-4:00 (TBD)	LDC, Virginia AHPERD	BOD RA
March 3-7, 2025 Newport, RI	NAHPL National Summit	Any
Apr 1-5, 2025 Baltimore, MD	SHAPE America National Convention & Expo	Any
June 17-19, 2025 Nashville TN	SAM (Society of Association Management)	Executive Dir. President Elect
July 14-16, 2025 James Madison University	HPAI	Any
July 11-12, 2025	Virginia AHPERD Meeting, Jul 11, 2025 , Virtual Convention Planning, Jul 12, 2025 , Onsite Richmond, location TBD	BOD
July 14-15 2025	NAHPL Southern District LDC Orlando, FL	President, President Elect, Exec. Dir., VP Elects
Nov 6-9 2025 Founders Inn & Spa Virginia Beach	Virginia AHPERD Annual Convention	All
Nov 5-8 2026 Founders Inn & Spa Virginia Beach	Virginia AHPERD Annual Convention	All

Nov 2027 TBD	Virginia AHPERD Annual Convention	All
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Meeting Item	Details	Notes & Actions
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Adjourn (President)	<ul style="list-style-type: none"> • Motion to Adjourn 	Motion: Second: Approved Disapproved
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