

**VAHPERD BOARD OF DIRECTOR'S MEETING Minutes**

Crestwood Elementary Richmond, Virginia

April 14, 2018

**9:00 AM – 3:00 PM**

**Voting Members Present: Kari Hampton, Pat Larsen, Leslie Meadows, Lenora Armstrong, Meredith Morton, Mark Arrington, Katie Marshall, Jason Runk, Nancy Currence, Marie Schneider**

**Voting Members Absent: Susan Nye, Toni Brown Berry, Sheila Ward, Andrew Wymer, Patti Hood, Mary Ann Laverty, Brian McPherson, Suzanne Talley, Andrea Samsky**

**Non-Voting Members Present: Liz Payne and Henry Castelvechi**

**BUSINESS MEETING AGENDA**

**Approval of Agenda**

- The agenda was approved as amended

**Approval of Minutes**

- The Minutes from the January meeting were approved

**Presentations/Sharing of Information:**

**Site Selection –**

Fred Milbert updated the board on the progress of the site selection committee. The board sent back recommendations for the committee. Fred recommended that the board consider an additional cash award for the video award winners.

**Motion –**

**Allow site selection committee to continue to negotiate for Hyatt Regency Reston for 2020 and/or 2021; and continue to look for additional sites through 2024 and report to BOD no later than July.**

**Made By Kari Hampton**

**Seconded by Mark Arrington**

**Motion passed**

**DMV Grant -**

Fred Milbert passed out information on a project that was being worked on at VHSL Student Leadership workshop at Monacan High School. He said that there was an effort to try to get more student involvement in the Choose Your VIBE Campaign.

April 19<sup>th</sup> Thunderclap for Choose Your VIBE.

Fred asked about feedback for the website.

2018/2019 Grant – A grant has been submitted for the upcoming grant. Fred asked for a formal approval for the upcoming grant year.

## **MOTION**

**I move to support the Choose Your VIBE grant for the 2018/2019 year.**

**Made by Meredith Morton**

**Seconded by Lenora Armstrong**

**The motion passed**

Longwood Students Conference –  
Marie Schneider reported on the student workshop.

**Film/Video Competition for 2017/2018 Update –**  
Pat Larsen informed the board on the winning videos

**Legislative Update –**  
Becky Bowers-Lanier – Reported submitted

**Satellite Workshop Idea –**  
Mark Arrington prepared a list of ideas for putting together regional workshop. Report submitted

**Virginia DOE Updates -**  
Vanessa Wigand report submitted

## **Board Reports**

- President Pat Larsen
- As submitted
- President-Elect Kari Hampton
- As submitted
- Past President Dr. Susan Nye
- As submitted
- Executive Director Henry Castelvechi

- As submitted
- Health Division Mary Ann Laverty
- As submitted
- Physical Education Mark Arrington
- As submitted
- Recreation, Sport and Leisure Andrea Samsky
- As submitted
- Dance Sheila Ward
- As submitted
- General Patricia Hood
- As submitted
- Student Marie Schneider
- As submitted

### **Committee Reports**

- Awards
- As submitted
- Finance
- As submitted
- Membership
- Leslie mentioned is working on communication open from the board to the membership and working on getting Divisions creating blurbs about convention programs. Recommends that complimentary membership be scaled back and possibly offering reduced convention fee.
- Structure and Function
- As submitted

### **Old Business**

#### Convention Manager Search Update

Judy Johnson has agreed to a 1 yr contract.

#### Treasurer Update

- May 31<sup>st</sup> will be the last day of the treasurer
- Exhibits Manager  
EC will be splitting up these responsibilities.
- Technology AdHoc Committee Update
  - Appointed Individuals (Nancy Currence, Leslie Meadows, Meredith Morton, Andrew Wymer)
  - Extended Report Deadline July 7<sup>th</sup> Board Meeting

### **New Business**

Budget – Kari Hampton

## **MOTION**

**I move that the budget be accepted as submitted:**

**Made by Kari Hampton**

**Seconded by Leslie Meadows**

**The motion passed**

**Motion:** We move that the Necrology standing committee be dissolved and the duties of the committee be added to those of the President Elect.

Bylaw change: Article IX Section 1: The standing committees will be: Awards, Convention Site Selections, Diversity, Finance, Grant, Legislative Affairs, Membership, **Necrology**, Nominating, Strategic Planning, and Structure and Function.

Motion passes – will go to the RA to change the bylaw

**Submitted by:** Kari Hampton and the Executive Committee

**Motion:** We move that the Strategic Planning standing committee be dissolved and the duties of the committee be added to those of the President Elect.

Bylaw change: Article IX Section 1: The standing committees will be: Awards, Convention Site Selections, Diversity, Finance, Grant, Legislative Affairs, Membership, Necrology, Nominating, **Strategic Planning**, and Structure and Function.

Motion passes will go to RA in November

**Submitted by:** Kari Hampton and the Executive Committee

### **Motion:**

We move that the included OHPEP coordinator operating code be approved and added to the organization's operating codes.

Motion – passes

We move that VAHPERD hire the auditor to provide fiscal oversight –

Made by the Finance Committee

Motion passes

Motion: Change to Awards Committee Operating Code 7.1

1. III B. After Members, change 'will' to 'can'

2. IV A. 4.
  - a. The candidate should include ‘three to five references letters’. Change to ‘The candidate should include two reference letters.’
  - b. Remove ‘ including one from a principal, a colleague and a parent if possible and appropriate for the award’
3. IV A 8.
  - a. Action of the committee shall be by written ballot. Change to ‘Actions of the committee shall be by electronic submission.’
4. IV C 3. Change ‘state and local newspapers’ to ‘immediate supervisor’
5. II B. 5. Remove ‘Secondary’ and (9-12)
6. II B. 6. Remove ‘ Professional’ and change to ‘Educator’
7. II B – Add single award category “College/University Dance Educator of the Year”

Made by the Awards Committee

Motion passes

Motion – Excuse Suzanne Talley’s second absence. (M) Pat, (S) Mark –  
Amend to change “second” to “first” (M) Leslie, (S) Katherine – motion passes  
Excuse Suzanne Talley’s first absence from BOD meetings. - Motion passes

Executive Director Evaluation –

Pat Larsen handed out a copy of the Executive Directors Evaluation. She stated the evaluation link had been sent out and asked that the board complete the evaluation by April 28.

**Adjournment 2:27 Motion to adjourn passes**

**Announcement – Convention Theme “Actively Living through Wellness”  
Dates to Remember  
Awards Timeline Update**

Dates to Remember:

May 15, 2018	Convention 2018 proposals (Extended)	
June 22-23	SHAPE America LDC	San Antonio,
Texas		
?	SD Shape LDC	Still Working
on this		
July 9–11, 2018	Health & Physical Activity Institute	JMU
July 7, 2018	BOD Convention Meeting	Founder’s Inn,
Nov 8, 2018	BOD Preconvention Meeting	Founders’ Inn
Nov 9 - 11, 2018	VAHPERD Convention	Founder’s Inn
Nov 11, 2018	BOD Post convention Meeting	Founder’s Inn

Awards Timeline

<b>Stage In Awards Process</b>	<b>Dues Date</b>
1) Student Applications/Nominations	Monday October 1 2018
2) Nominations Due	Sunday April 1, 2018
2) VAHPERD Awards Candidate Notification	Tuesday April 10, 2018
3) Committee Board Report and Legislation	Friday June 1, 2018
4) Deadline for Candidate Application Student	Friday June 15, 2018
5) VAHPERD Award Winners Declared	Wednesday August 1, 2018
6) Advertise Student Award Application	Saturday September 1, 2018
7) Application/Nominations for Student Awards Due	Monday October 1, 2018
8) Chair Notify Student Award Winners	Monday October 15, 2018
9) Submit Application to District/National	Monday October 15, 2018