



Board of Director's Meeting

VHSL Office
May 6, 2019
9:30am

- I. **Call to Order – Derek Farrey, CAA, President**
- II. **Roll Call and Introductions (If Necessary)**

Derek Farrey, Joe Breinig, Jeff Diteze, Tim Leach, Lisa Corprew, Ken Edwards, Ed Dike, Ryan Patterson, Matt Hiserman, Dan Jones, Robin Williams, Joey Richeson, Kevin Adams, Kristy Hunter, Lee Martin, Lucas Brown, Mike Tribus, Greg Margheim Paul Frye, Dave Hembach, Kurt Litton, Greg Wade, Darren Matthews, Trevor Coleman, John Hartness, Mike Costello, Bob Lake, Michael Payne. Dwayne Peters, Danny Parsons, Bob Stratton, Scott Morris, Matt Pearman, Ryan Ritter, Jerry Carter, Chris Robinson, Tom Dolan, Rick Lilly

- III. **Announcements**

- IV. **Reading and Approval of the Minutes – Brad Qualls, CAA, Secretary**

- a. Minutes approved
 - i. Motion: Paul Frye 2nd: Darren Matthews Approved unanimous

- V. **Treasurer's Report – Michael Payne, CAA, Treasurer**

- a. Current Balances (Checking: _\$35,383.58_ Money Market: _\$49,706.60_)
- b. Wound Warrior Project - \$777 to the NIAAA
- c. Outstanding Bills
 - i. We are up to date on the membership
 - ii. Va. Corp insurance bill coming due July 1
 - 1. Bruce will work with Michael Payne on the bill before July 1
 - iii. English Inn
 - 1. We now have room usages fees
 - a. 1 room = \$50
 - b. 4 rooms = \$100

- VI.
 - a. Executive Director's Job Posting and Timeline
 - i. Job Description





- ii. Post the position on Tuesday, May 7th
 - iii. Accept applications through September 1st (All applications go to Tom Dolan's attention)
 - 1. tdolan@vhsl.org
 - iv. Conduct interviews on Sunday, September 29th at Old English Inn—1pm
 - v. Present the candidate's name to BOD on September 30th for approval.
 - 1. As long as there is unanimous approval, there
 - vi. Selected candidate may shadow Bruce unofficially, but will be asked to officially begin shadowing Bruce after January 1, 2020.
- b. Executive Director's Compensation Package
- i. Pop Manual Revision required with BOD approval
 - ii. New Adjustments to Compensation Package requiring BOD approval
 - 1. \$800 Quarterly Stipend
 - 2. \$125 a month for monthly expenses (cell phone, printing, mailing, etc.)
 - 3. 25% for all monetary sponsorships
 - 4. 20% for all combination of monetary/in-kind sponsorships
 - 5. 15% for all in-kind only sponsorships

Motion to approve: Lisa Corprew 2nd Lucas Brown Approved unanimous

- c. NIAAA Dual Membership Discussion
- i. See Goals Below: Consolidation or clarification of memberships (3 options)
 - 1. Annual Membership (VIAAA & NIAAA)--- \$125
 - 2. Current Active VIAAA Lifetime members---\$85
 - 3. Retired Members (VIAAA Lifetime or not)---\$30 if Lifetime in both nothing is owed but information needs to be updated annually

Active Membership (We are dual members, VIAAA and NIAAA)
Annual \$125
Lifetime \$1100

Retired
Annual \$30
Lifetime \$300

VIAAA Lifetime Member prior to May, 2019
Annual \$85



Lifetime \$800

Motion Dan Jones, Lisa Corpew Unanimous approval

- d. Goals during my presidency
 - i. Encourage or incentives for the NADW (Free one-year membership into the VIAAA) Still will have to join the NIAAA)
 - ii. NIAAA Outreach Grant Application (Another NVA or another part of the state)
 - iii. Membership records need to validate for accuracy and corrected (Each person) include certification
 - iv. Consolidation or clarification of memberships (3 options)
 - 1. Annual Membership (VIAAA & NIAAA) --- \$125
 - 2. Current Active VIAAA Lifetime members--- \$85
 - 3. Retired Members (VIAAA Lifetime or not) --- \$30 if Lifetime in both nothing is owed but information needs to be updated annually
 - v. VIAAA Out Teach Grant (We have 22 RAAs in NVA) Use the grant to assist them with their CAA. Or current board members that are not currently certified.
 - 1. Would like to now get them to their CAA.
 - vi. Provide short professional development opportunities at our BOD meetings
 - vii. Go Fund Me page for donations to our organization of create a foundation board
 - 1. Will not move forward with this.
 - viii. Increase membership by 5%
 - ix. Pop Manual Committee to revise it
 - 1. Will work to get this revised this year.

VII. President Elect's Report – Joe Breinig, Jr., CMAA

- a. Updated BOD and Committee Chair Contact List
- b. Region Reps and Committee Chair Current Vacancies

VIII. Past President's Report – Dwayne Peters, CAA

- a. Pop Manual Updates
- b. VHSL Foundation Representative
 - i. Rick Lilly will stay on as the representative

IX. Executive Director– Bruce Bowen, CMAA

- a. Current Quarterly Task Update
- b. NIAAA Information
- c. Corporate Sponsorships
 - i. See handouts.

X. VHSL Liaison – Tom Dolan, CAA





- a. Overview of current VHSL topics
- b. Additional information from the Executive Committee Meeting

XI. Independent Schools meet separately

XII. NIAAA Liaison – Dave Nelson, CMAA

- a. NIAAA Section 2 Meeting Update
 - i. Report given by Bruce Bowen.
 - ii. VIAAA will host.
 - 1. Attendees: Farrey, Peters, Lilly, Nelson, Bowen

XIII. Standing Committee Reports

- a. Awards – Chris Rollison, CAA; Tom Dolan, CAA
 - i. Get names to Chris.
- b. Exhibitors –John Fox
 - i. Great turn out
 - ii. 60 vendors in 80 booths. Great feedback from the Conference.
- c. Finance—Mike Tribus, CAA
 - i. No report.
- d. Leadership Training – Kevin Adams, CAA; Dick Kemper, CMAA
 - i. Summer institute is online and has been sent out in the Weekly update. 8 courses offered.
- e. Mentorship Program – Scott Morris, CMAA; Tim Leach, RAA
 - i. Met with the NIAAA committee. Will pair new ADs up when they are on board. Eric Phillips will be helping out as well with Tim taking on the chair of this committee.
- f. Membership – Bob Robbins, RAA; Lisa Corprew, CAA
 - i. 497 records on FF
 - ii. 241 records totally confirmed
 - iii. 256 unconfirmed
 - iv. \$31,805.00 received
- g. Middle School – Andrew Wynn
- h. POP Manual – Lisa Corprew, CAA; Scott Morris, CMAA
 - i. It will be updated
- i. Professional Development – Kristy Hunter, CAA; Jeff Dietze, CMAA
 - i. Items are on the web and ready to go.
- j. Public Relations – Lucas Brown, CAA; Mickey Swartz, RAA
 - i. “Kings Dominion”
 - ii. Tebow Bill died this year
 - iii. 600MHz wireless band with issue – be aware
 - iv. VHSL EC - opening up robotics
- k. Publications – Jessica Horning, CAA; Lisa Makowski, CAA
 - i. Send in your articles.
 - ii. If you are interested in national publications, send them to Lisa Corprew
- l. Retired – Bob Stratton, CAA; Donna King, CMAA





- i. Met in Norfolk. Willing to help as needed.
 - m. Scholarship – Chris Felton, CAA; Mike Costello, CAA
 - i. Were given out at the Conference. ADMission article
 - ii. Need confirmed college forms sent to our Treasurer.
 - n. Technology – Matt Pearman, CAA; Lisa Corprew, CAA
 - i. Went well at the conference.
 - 1. Added sponsors to the presentation and it was well received.
 - ii. Social media is going well.
 - o. Ways and Means – Dan Jones, CMAA
 - i. 50-50 Wounded Warrior project going through November, 2019.
- XIV. Old business
 - a. None reported.
- XV. New Business
 - a. Leadership Presentation by President Farrey
 - i. Focus 3 - <https://www.focus3.com/>
 - 1. Fundamentals of leadership
 - a. 10-80-10
 - 2. Tim Kight
 - a. <https://www.focus3.com/blog/author/tim-kight>
 - 3. Performance Pathways
 - 4. What is Culture?
 - 5. Understand your 20 sq feet.
 - 6. What is leadership?
 - 7. 3 Leadership Disciplines
 - a. Clarity
 - b. Accountability
 - c. Support
 - 8. Links
 - a. R Factor
 - i. <https://www.focus3.com/what-we-do/the-r-factor>
 - b. Lead Now
 - i. <https://www.focus3.com/what-we-do/lead-now>
- XVI. Adjournment
 - a. Motion: Lee Martin, 2nd Kevin Adams Approved unanimously





2019-20 VIAAA Board of Directors Meeting Dates

Officer Meeting Dates

Tuesday, July 30, 2019	Lake Anna	10:00 a.m.
Sunday, September 29, 2019	English Inn, Charlottesville	4:00 p.m.
Sunday, November 17, 2019	English Inn, Charlottesville	4:00 p.m.
Sunday, January 26, 2020	English Inn, Charlottesville	2:00 p.m.
	Past President's Meeting	4:00 p.m.
	Past President's Dinner	7:00 p.m.
	(Snow Date: TBD)	
Tuesday, April 21, 2020	Pre-Conference Officers, Norfolk	9:00 a.m.
Sunday, May 3, 2020	English Inn Charlottesville	4:00pm

Board of Director's Meeting Dates

Monday, September 30, 2019	VHSL League Office, Charlottesville	9:30 a.m.
Monday, November 18, 2019	VHSL League Office, Charlottesville	9:30 a.m.
Monday, January 27, 2020	VHSL League Office, Charlottesville	9:30 a.m.
	(Snow Date: TBD)	
Tuesday, April 21, 2020	Pre-Conference BOD, Norfolk	6:00 p.m.
Friday, April 24, 2020	Annual Business Meeting, Norfolk	10:45a.m.
Friday, April 24, 2020	Post Conference BOD, Norfolk	2:30 p.m.
Monday, May 4, 2020	VHSL League Office, Charlottesville	9:30 a.m.

Executive Committee Meeting Dates

September 18, 2019 – Executive Committee
October 17, 2019 – Group Boards/Membership--Charlottesville
January 22, 2020 – Executive Committee
March 12-13, 2020 - Group Boards/Membership----Richmond
May 7, 2020 (Thursday) – Executive Committee

NIAAA Section 2 Meeting

Wednesday, June 19-21st, Hampton, VA

Summer Institute (Charlottesville) – July 9, 2019

503, 508, 510, 613, 625, 626, 703, 710B English Inn, Charlottesville

NADW Dates

Wednesday, July 17, 2019, VHSL Office and English Inn
Thursday, July 18, 2019, Fluvanna High School, Charlottesville





Golf Tournament Date

Wed, October 16, 2019, Course TBD--Charlottesville

National Conference Dates

December 14-17, 2019	National Harbor, Maryland
December 12-15, 2020	Tampa, Florida
December 10-14, 2021	Denver, Colorado
December 9-13, 2022	Nashville, Tennessee

VIAAA State Conference

April 21-24, 2020	Norfolk, VA	Waterside Marriott
March 22-27, 2021	Charlottesville, VA	The Omni
March 21-26, 2022	Charlottesville, VA	The Omni

CAA Test Dates

Tuesday, July 16, 2019	English Inn, Charlottesville	10am
Thursday, October 17, 2019	Doubletree, Charlottesville	1pm
Monday, Jan 27, 2020	VHSL Office Charlottesville	1pm
Tuesday, April 21, 2020	Norfolk Waterside Marriott	3pm

LTI Course Schedule

October Meetings (Charlottesville) – October 16
617, 619, 503, 504, 506, 511, 614, 705

