

ILLINOIS ATHLETIC DIRECTORS ASSOCIATION

Executive Board Meeting
Sunday, January 25, 2004

1.0 Call to Order 9:00 a.m.
Absent: Ann Bagel, John Baier, Mike Berentes, Bob Cowan, Henry Johnson, Lee Pappas, and John Selke.

2.0 Review of minutes – Lynn Gaziano
It was moved and seconded (Morris/Raabe) to accept the minutes as presented.
Motion passed unanimously.

Ken announced that the new representative to the board for retired Athletic Directors is Larry Weber.

3.0 IHSA report – Dave Gannaway
Dave distributed a map of proposed changes to IHSA districts and divisions currently before the IHSA board. He described which board members would be affected by this change. It is likely this will pass the board and become effective for the 2004-2005 school year.

The Board is considering a new ticket structure for boy's state basketball finals. It would reflect a decrease in tickets available directly to the schools and leave more tickets available to the general public. .

All schools reported their enrollments on line this year enabling the IHSA to establish the division between class A and AA earlier. The cut off will be 748.

Interpretations will be out soon on the new legislation that passed.

The Administrative Advisory Committee recommended a committee be established to look at the classification of all sports. The football advisory committee proposal, which recommends using a multiplier for non public school enrollments to determine class assignments, is going to the board.

Ken reminded the executive board that Divisions 3,5 and 6, as well as even number districts are scheduled for elections at the 2004 conference. Ken will review the IHSA boards proposed re-districting to determine how it would effect our association. The consensus was to re-elect those districts that have new boundaries. To avoid confusion at the conference (bylaw change regarding districts; which division meeting will A.D.'s attend at the conference) it was determined that IADA

would notify schools over the summer if they are in a different division or district and have them attend the fall meeting in their new area.

This proposal was moved and seconded Morris/Bush and passed unanimously.

4.0. Committee Reports

4.1 Past President – Terry Niedzwiecki
Will report later

4.2 Treasurer – Mike Morris
Report distributed. No questions

4.3 Membership – Jimmy Daniels
Report will be sent via email in the next few days. Jimmy is working on some comparisons on memberships with relation to the number of member schools in the state. There are 762 member schools and approximately 450 members in the IADA.

4.4 NIAAA – Dave Smith
Dave is working on Certificates of Merit for individuals with 15, 20, 25 and 30 years of service in the IADA. National conference went well. Certified CAA test administrators include Ann Bagel, Ken Schultz, John Szabo, Washington Bush, John Baier and Dave Smith.

It was moved and seconded (Good/ Smith) that Terry Niedzwiecki be our nomination for State Award of Merit. The motion passed unanimously.

Scott Adreon has been assisting Dave Smith as the NIAAA liaison. Scott has accepted new responsibilities at his school and is unable to continue in this position. We will be seeking a new person to assist Dave. It was recommended it be someone who does not currently hold a board position to get more people involved.

4.5 IADA Journal – John Selke

- No report
- Deadline for Winter Journal is February 6, 2004.
Ken encouraged members to submit articles or other info for the journal.

4.6 Awards – Ann Bagel
No report. Ken reminded everyone to let Ann know about people who are retiring around the state.

4.7 Public Relations – Diane Pettet

Timelines for award recipients were due February 1st, but information has not been coming in. Announcements need to be sent to superintendents and principals regarding award recipients. Diane needs the narrative information asap.

Award presentations at the conference will be: Sat May 1st 1 pm retired AD awards; AD of Year, Outstanding AD, Friends of Athletics, NIAAA State Award of Merit and the Hall of Fame awards are presented Sat May 1st at 7pm at the banquet.

4.8 Business Manager – Washington Bush

Results from the IADA survey that Ken distributed regarding future conference sites indicated the membership prefers the idea of a centrally located site rotated among the center of the state. This is a change from the feeling ten plus years ago when there was a push not to keep the conference in the same place. The IADA board agreed that this was not in the best interest of the association because

- the burden is always on the same area to do all the work that is involved in running the conference
- we may lose our bargaining chip with hotels and facilities if they know we are coming back year after year after year.
- Less than 50% of the members completed the survey

This decision must be communicated clearly at the division meetings so the membership understands the reasons the board did not take their survey recommendation.

Washington will continue discussions with Tinley Park for the conference in 2008 and with Pheasant Run for 2010. 2007 and 2009 are scheduled for Springfield.

4.9 Hall of Fame – Marty Bee

Marty announced the Hall of Fame inductees for this year:

Jim Unrath - United Twp. H.S.

Gary Woods - Normal Community and Normal West

Bill Sissel - Peoria High School & Hoffman Estates High School

Ron Hansen - West Chicago High School

Phil Svetich - Argo Community High School

Suggestion to pursue a subcommittee to identify retired A.D. who should be included in the annual Hall of Fame . Neal McCauly and Brent Brown have agreed to prepare a proposal to the executive board for consideration.

4.10 Historian – Bob Cowan

- No report.

4.11 Mentoring – John Van Fleet

Provided a summary for board members. Mentor phone logs will be requested to identify themes that are consistently a problem for mentors. John is developing a basic calendar for the mentors to identify key times of the year to contact their mentee. Draft copy for the mentor/mentee handbook will be added to the conference packet for comments from the membership. (7-8 pages currently)

John is moving into the position of Leadership Training Coordinator and is looking for other individuals to assume the role of chair of the mentoring program.

John was approached at the National Conference for information about our mentoring program. Our program is seen by other states as a good program.

4.12 Leadership training – Tom Gillhouse

Tom reported a few changes that came out of the National Conference, mostly revisions to some older courses. Tom also requested a one time expense a LCD projector that the IADA would own. This is projected as a \$2500. expense.

An effort is being made to formalize the state faculty with a chairperson for each course. Also, a effort is underway to plan course offerings a year in advance so people would what classes they might wish to take at the National Conference. The goal is to have every class available every year between the IADA conference, the summer retreat, and division meetings. A booklet is being developed to be included in the registration packet for the May conference which would provide course descriptions, faculty and calendar of course offerings for the next year. A survey of each division will be taken in May to determine which course each division would like to host. Final notification of which division will teach which course could be available in summer. The IADA web page will list summer retreat and 2005 conference courses offerings.

It was moved and seconded Szabo/Daniels to purchase a LCD projector with sound system. The motion passed unanimously. The LTC Coordinator will be responsible for storing the projector.

4.13 Retired Athletic Directors – Larry Weber
No report

4.14 Division reports

Division 1 – John Baier

John has sent a letter to all members in Division One to get involved and go to the conference

Division 2 – David Good

No report

Division 3 – Rich Piatchek

No report

Division 4 – Mike Berentes

No report

Division 5 – John Szabo

John reported that Division five was unable to offer an LTC course at their fall meeting due to the date change.

Marty Hickman asked dates for division meetings be set as soon as possible so conflicts can be identified.

Division 6 – Lee Pappas

No report

Division 7 – Henry Johnson

No report

Division liaisons who have not been attending Executive Board meetings (or sending a district rep as their substitute) can be replaced by the President for a lack of attendance. This may need to be addressed in the future. Those divisions with elections this year will be reminded of the responsibility of the division liaisons.

5.0 Old Business

5.1 Strategic Plan Update – Terry Niedzwiecki

- Updated copy distributed.
- 2004 actions teams are being completed (year one of three year plan)
- Review of 2004 plans that have been submitted to date.
The task force will meet in April and make recommendations to implement change
- Executive Board members are asked to review the strategic plans that were distributed and submit feedback to Terry.
- This has been a huge undertaking. Terry has done great.

5.2 State conference report – Rich Piatchek and Mark Kolkman

- The executive board reviewed the details of the 2004 IADA conference (Itasca) as presented.
- It was moved and seconded Bee/Bush to purchase a gift for Jim Flynn (retiring from IHSA June 2004) of two tickets to the Brickyard Four Hundred with hotel accommodations

The membership is uncomfortable glossing over the audit at the business meeting at the state conference. Ken reviewed methods used by several other states for the audit report. Mike Morris recommended an annual treasurers report to be submitted for publication in the Fall journal rather than an oral review at the conference. A comparison of the last few years could be included. The IADA fiscal year is July 1 – June 30.

6.0 New Business

6.1 National Convention Report

Ken discussed Clear Defense and Coaches Locker sponsorships and the potential financial benefit for our organization. NIAAA is asking each state to sign the sponsorship agreement with both companies. A percentage of royalty to be returned to the IADA. There is no obligations to make a purchase for member schools. It was moved and seconded Niedzwiecki/Van Fleet that Ken sign these agreements. The motion passed unanimously.

6.2 Athletic Advisory Meeting – Tim Feigh

Tim reviewed the IADA meeting held prior to the IHSA Administrative Advisory Committee meeting. He reported on the presentation made by Otto Zeman on the football proposal.

6.3 IADA Survey

We already talked about the state conference site.

The majority of those responding to the survey want the journal to stay in printed form with highlights pulled out and placed on the IADA web page.

6.4 Five State Exchange

A letter will be sent to the presidents of the state associations attending our conference this May. One hotel room will be provided for each state (four) for every night they wish to stay. They will be invited to the Friday night dinner.

6.5 Web Site update

Dates for summer retreat 2004 are posted; Minutes from Division meetings 2,3,5,7; LTC course descriptions; Contest openings; Job openings; Conference program and course offerings. The goal is to add the IADA history to our web page.

6.6 State Award of Merit

Congratulations to our nominee Terry Niedzwiecki.

6.7 DSA and Citation Award

Recommendations for December 2004 IAAA Convention in New Orleans:
Distinguished Service Award: It was moved and seconded (Good/ Feigh) that Don Crandell be nominated. The motion passed unanimously
Citation: It was moved and seconded (Morris/Bush) that Ken Shultz be recommended the NIAAA Citation Award. The motion passed unanimously.

6.8 Slating Committee Report - Tim Feigh

The slating committee will recommend Lynn Gaziano for the position of secretary for the executive board. In addition it has been recommended the secretary position carry a three year term. This would be a proposed constitutional change. This change makes the secretary position consistent with other board officers which currently carry a three year term. Constitutional changes must be recommended by the executive board and then voted on by the membership at the spring conference. The slating committee recommendation Rich Piatchek for president elect for next year.

6.9 Summer Retreat – 2004 – Tim Feigh

Tim reviewed the tentative agenda for the summer retreat. Please send any comments to Tim.

6.10 Awards – O.P.S. manual revision

Everyone was asked to review their position in the IADA Operating manual. Ann Bagel has submitted some changes in award committee chairperson responsibilities. The changes were reviewed by the executive board. It was moved and seconded (Szabo/Jim) to accept Ann's recommended changes.

Reminder that the operations manual can be revised by the executive board. Constitutional changes need to be voted on by the membership.

6.11 Recommendations for constitutional changes:

It was moved and seconded (Morris/Bush) to recommend to the membership that the secretary position be three year term. The motion passed unanimously.

It was moved and seconded (Szabo/Van Fleet) that the Strategic Plan Coordinator be a permanent board position with a three year term. This proposal was revised after discussion to delete the three year term and add "as needed". The motion passed unanimously.

6.12 Larry Weber (newly appointed Chair of Retired A.D.'s)

Distributed results of a survey to the retired athletic directors. The retired A.D.'s would like to:

- Prepare a plan to reorganize the function of the retired A.D.'s at the state conference.
- Be included in all IADA mailings of the Journal, summer retreat info, etc.
- Be invited as active committee members for the state conference.

7.0 Future meetings

- Saturday, May 1, 2004 @ Wyndham Hotel, Itasca, Breakfast meeting

Motion to adjourn (Daniels/Feigh). Passed unanimously 12:45: p.m.

Minutes respectfully submitted by:

Lynn Gaziano

