

DATA Executive Board Meeting Minutes  
5/4/16

1. Meeting called to order.
2. Roll call
3. Minutes approved from last meeting.
4. Treasure's report
  - a. Current Balance \$52,100.90 in total assets , \$31,790.52 cash
  - b. Have not moved \$15,000, waiting for Wells Fargo transition to be finalized
  - c. Wells Fargo – paper work is in Kelly will be notified with finalizing steps
  - d. John to reach out about check/paperwork for filing tax status (for IRS to file)
5. Old Business
  - a. 5K
    - i. Fundraising
      1. \$25,000 total donations
        - a. Did not get Ax, plan to go with Matt Handling for next year
        - b. No AI or Premier PT
      - ii. Registration
        1. 147 registered, down from last year
          - a. Look at moving the date and location for next year
        2. Nikki and or Kelly day of
      - iii. Awards
        1. Left over metals to be used for kids
        2. New metals with DATA logo from Stafford Awards
          - a. 3 years worth
          - b. Engraving can be changed for next year
        3. Top finisher prize
          - a. Still waiting to see what we get from donations
          - b. Will purchase gift cards if needed
        4. Will announce scholarship winners
          - a. Add documents to dropbox (certificates, logo, etc for future use)
      - iv. Timing
        1. Bibs and timing all set
      - v. Raffle
        1. Kelly will put together the list
      - vi. Food
        1. \$25 gift card from ACME and Safeway. Waiting for Food Lion.
          - a. Plan to send thank you notes
          - b. Students to purchase food day of
        2. John to arrange pretzels
      - vii. Race day ops
        1. Kelly in charge of volunteers
        2. MC – Cara and or Nikki
          - a. Nikki's jobs by ear depending on lax
        3. Course set up – Dan and Kelly
        4. Good with signs
        5. Will have a pace bike

- 6. Name tags
  - a. Sticky for the 5k
  - b. Plan to order nice ones for all future events
- 7. Table, tent, DOS sign
- viii. PR
  - 1. Flyers
  - 2. Sunglasses – 300 under PR expense to be used as needed for other events
  - 3. Pictures – SATC
- ix. T-shirts
  - 1. Have been ordered
  - 2. Big donors on the back
  - 3. Price still \$5
    - a. Plan to put t-shirt guy on the back as a donor and Stafford Awards for next year
  - 4. Volunteers gray shirts
  - 5. Runners Navy
- b. Scholarships
  - i. Change weighting for next year due to variations in the outcome this year
  - ii. Voted by the board based off scores
    - 1. EDAC – McKim
    - 2. D2 – Stant
    - 3. DATA – Hatfield
  - iii. Plan to add description of awards
  - iv. Kelly to email winners, followed by personal email from Cara
    - 1. Forward to D2
  - v. Plan to open entry level back up until the end of May
    - 1. Send Eblast
    - 2. Repost on website
  - vi. Transition all awards to Brandon for next year
  - vii. Keep an eye out for a national award to nominate Dan for
- c. NATM
  - i. Medco voucher approved
  - ii. Hand out at the 5k if they are present
  - iii. Winners Middletown and Charter
- d. State Only Membership
  - i. \$30
  - ii. Brett to look at Bylaws
    - 1. Update and change as needed
  - iii. Will put a vote to the membership
- 6. New Business
  - a. Katy Ellis
    - i. Good trip, has been reimbursed
  - b. Small banner sale
    - i. Now have a rewards account with staples
    - ii. Plan to hold off on buying banners
    - iii. Will work on PR packets over the summer
  - c. AT professionalism

- i. Concern brought up via email
  - ii. Plan to have Cara call involved member
  - iii. Look into doing a professionalism talk at dec meeting
- d. High school student education/camp
  - i. Reach out to Devon – Kelly
    - 1. Look to see if secondary ATs are interested
  - ii. 1 day event prior to start of preseason
    - 1. Handful of stations
    - 2. Food
    - 3. CPR re-certs