

SEACSM Annual Spring Executive Board Meeting-Greenville, South Carolina  
Executive Board Meeting: May 5/11 & 12/2009

1-Meeting called to order by president Alan Utter. Welcome by Alan. He set as a goal to have us all work together and make the most of the next two days.

In attendance: Judith Flohr, Michael Berry, Lynn Berry, Peter Granjean, Don Torok, Sean Bryan, Ed Acevedo, James Churilla, Lynn Panton, Alan Utter, Mark Loftin, Brandon Hollis, Absent: Beverly Warren

May 11, 2009 Meeting Review

a) Board Meeting Minutes: Both set of minutes were shared. Minutes will be approved in the morning. North Florida not northern Florida. Motion to accept the minutes by Michael Berry, seconded by Mark, **motion passed unanimously.**

b) Programming for the meeting- Peter overview of speakers: Frank Booth, Keynote, Michael Delp, Basic Science, Nicolass Pronk, Luncheon Speaker, Jim Pivarnik, ACSM Presidential Lecture. Discussion on speaker's travel, check with Heather Turner at ACSM. We are no longer doing a student lecture at the past time slot due to the student bowl. Peter was thinking about reducing number of tutorials. Discussion on the fact that this was not necessary, just the idea of an unopposed lecture. There is a group of biomechanists in SEACSM that have been having their own meeting and trying to get them to participate again in this meeting. Discussion of the other invited lecture- MONTOYE SCHOLAR LECTURE: Decision was made very late and also could have caused a problem. Need to have this selection by October 1. Then we need to change the call date in the call for abstracts. Peter suggested making an announcement at the National ACSM meeting in Seattle and this needs to put it in the call for abstracts. Send out an email blast for the September 1-Deadline.

c-timelines on responsibilities need to get this file and make the change to the date for this nomination of Montoye Scholar to September 1, not October 1. Need to get some detail guidelines on this selection. Publications, presentations, grants, preparation of students, contribution to scholarship at SEACSM, and contribution to advancing the mission of SEACSM. Would like to see something in the program that describes the history of this award. (Guiding principals for the selection of award winners.)

d) call for abstracts-send out in early August-Questions on if the abstract submissions is put into an access file? Discussion that needs to take place again tomorrow. Could we put in the invited speakers info in the letter for the call for abstracts.

e) Discussion of the historical lecture. Peter talked with Tim Lightfoot on this idea with a short possible talk this next year with a major talk for the 40<sup>th</sup> meeting. Possible DVD with some historical background on the chapter. A round table discussion was presented as a means of sharing this information. Trying to contact and get info from the early members before they die. Give some questions and send out and post these on website and pictures and then make this as part of the

student bowl. What can we do as a board to help support Tim in this effort? Build a list of question, and ask if he needs any resources to get this done. Since Tim would do a great job, give him the ball and let him run with it and give him a deadline of January 15<sup>th</sup> for this year's meeting. Might be good to make part of the business meeting. Clyde Partin was mentioned as a great resource, as well as Ron Boyd, Vaughn Christian. Discussion on ribbons for past presidents, award winners, scholars. After much discussion it was decided that this would be too difficult to put into place.

f) Student bowl-we are providing each of the three with \$300 toward their expenses to get to the meeting. How do we want to move forward on this effort? There was discussion at the past president's lunch to help fund these individuals. It was hoped that the institution would help support this effort too. Discussion on the make-up of the team as we have a master student as part of our team where ACSM requires only undergrad students. Need to talk to ACSM about funding this effort. Discussion on a fee for entering a team, but it was decided that this is not the time to add this fee. May need to discuss at our next year's meeting about changing our make-up to only undergrads. At this point we are providing some support (\$900 for the students to attend). Discuss the fee for teams to next year for discussion. Discussion on the combining the grad fair fee with a team entry fee, but bring this up at next year's meeting. Ask Mike Turner to come back as the MC for this event.

g) Tour the Hotel with Hyatt staff. Hotel security is only here to 11PM, so we will need to hire for overnight security. \$15 per strip for power for both grad fair (only 6 grad schools needed power) and exhibitors. 35 to 36 tables could fit for the grad fair. Prices for tech support is per room. Need to bring your own Mac connection cords. Exhibitors want to be in the middle of the action and posters.

h) sponsorship and exhibitors. Michael passed out the listing of individuals that participated. With Ferring giving \$5000 for our meeting. Michael and Sean will work to adjust the fees and then send it out for board approval. Last year Tracy assisted with exhibitors with Michael. Better if someone knows the exhibitor to be the one who makes the contact. If Jody from Kentucky will make the contact again, that would be appreciated. Educational grants are not the way to go, need to go to the marketing sector of these companies. If we want to contact PowerAde we just need to let ACSM know that we are seeking them as a supporter. Since we brought in about 12,000 last year are we going to be down some due to the economic situation. Since Greenville has a strong medical community, hopefully this help. GE and Furman are local possibilities.

i) Clinical track-12 members of the planning committee (11 physicians and one PhD student). 2 conference calls. Theme will be evident based technology in Sports Medicine. Follow same schedule as last year. If the orthopedic group get their accreditation, if not Greenville Health System will do it. Talked about AMA Credits and also AAFP (evident based credits). Funding goal is \$15,000. They have a list of 28 companies that they are contacting for funding. Based upon other meetings we are trying to be more in line with those costs. Lynn has some trainer organizations and we need to address the PT's also. Another company Impact,

would be a possible organization. Any way to advertise with the local physician. Any way to get some of the bios for the web page? Possible to just post this listing at the ACSM meeting so that it would attract some attention.

j) graduate fair-Lynn has the materials from Erica. Need to get a listing of local universities to see if they might be interested in attending. Same prices (75+15 for electricity.) Keep listing and send to Lynn Berry to keep track of the funds collected. PT programs would be a good choice for also being exhibitors. Some discussion on whether we should actively go after PT programs to be at our grad fair. We had 29 schools last year at the grad fair. Send out letters with first come, first served, and then go after the PT schools if the others have not stepped up.

k) Judy: Keep student posters on Thursday. We had three past presidents and the microphone was not a good idea. For the doctoral students this might not be a bad idea, but not for the other students. Judges will be coming around with a 2-3 minute time with the judges. There does not appear to be a need to create a separate undergraduate category. Should make the student aware of what is expected of them if they get into the finals.

l) AV-ED and Jim- A few changes to the AV teams responsibilities. One-team will have the room for the whole morning. Communication with the hotel staff will be important. The hardest job is getting the presentation on to the computers. There were three Mac computer issues, last year. Discussion on computer teams vs just using the hotel staff, but there would need to still have computers. Ed will take a look at the present set-up and see if we can reduce the total number of teams. Clinical track with like to have a display package. See which rooms would we need to have these student teams. The free communication sessions seem to be to put into the smaller rooms. Seems that 6 teams would be able to cover all of the sessions. Create a laptop basic requirement to be sure that all of the computers have the required options.  
(now 5 PM and we will break until the morning).

May 12, 2009

m) Women's breakfast-Judy update Jody Clasey, was able to get \$500 for breakfast and she is willing serve on this committee, Jody Clasey, Laurie Wideman, and Sue Graves were on this committee. (Sue is now off). This committee will try to find the speaker and funding for event. There were 66 at the breakfast. Discussion on how to fund the event. Judy suggested that we try to find a sponsor for the event and keep the charges as they are now and to find a speaker and if money is available then we could cover the travel. Make the point that everyone is invited.

n) Past-President Luncheon-Judy-Awards, student awards, nominations, awards, luncheon. President elect and President may bring items to the group. No formal agenda. There was support for the student bowl, as a replacement for the student lecture.

o) Social event-Lynn Berry-very well attended. We ended up having to pay \$4000 because we did not spend all of our food budget. Discussion about doing a dinner

on Thursday to address keeping people around and meeting our food bill. The Saturday luncheon has come up as a topic to how to keep people around.

p) promotion of the meeting-How can we do a better job. Do we need to go beyond this? How do we attract the local group? Both students and clinical individuals. Try to make sure that local universities are aware of the meeting. Fitness event to attract individuals? Look to see which groups are not attending? Integrative Physiology group may be pulling some people from our meeting. Maybe we need to see about some of the small colleges with smaller programs. A message from the president elect to all of the schools that had teams in the college bowl would be important effort. Peter will send out a letter to schools about the student bowl. Some schools are doing a real good job at promoting their students to attend the meeting. Maybe a letter to the exercise science clubs would also help bring more students to the meeting. Discussion on the old membership committee and the survey that the committee created. Create a possible posted advertisement for membership and attending the meeting (low cost, student bowl, present at a meeting). Peter will send out his ideas for the boards review. Do we need to start a branding effort for SEACSM. (Largest Regional Exercise Science Meeting in the Southeast).

q) financial update: See pages provided-The AV charges were left off. \$65000 for the 2009 meeting (add another \$5000 for AV). The hotel charged us for the exhibitors. Registration had 499 paid (521) and we bring in around \$27000 in registration to the meeting, so we are starting to lose money with the meeting. We are doing a straight fee on PayPal, not a percentage. Grad fair about \$2000, exhibitors about \$ ?? So we are not covering the cost of the meeting. Overall we have \$3,900 in checking, \$42,000 in money market, \$71,000 in CD, so overall we are sitting at about \$112,000. This is the lowest it has been, as we have been running around \$120,000. More awards and college bowl. Registration fees may need to be raised in the future as we are starting to lose money. Can we do better with our AV cost? Cable from projector to computer(25')-Should we buy 5 of these to cover our costs? Still looks at AV cost of around 7,000. What about a SEACSM foundation? What about a sub-foundation within ACSM? Check with New England Chapter to how they are doing this?

r) Fall SEACSM Lecture Tour-John Quindrey from Auburn University will act as the coordinator of this event. (Florida, Georgia, Alabama). Schools not yet identified at this point. Institutions are required to pay honorarium (\$250), but SEACSM will pay the travel expense. Discussion on where the speaker will present. The next rotation will be in Louisiana, Mississippi, Tennessee, and Kentucky. Best to try to identify this person early so we can make this event successful. Would be great to identify before the annual meeting.

s) Web communication & newsletter: We need to start to think to the future and think about the time when Don will no longer be interested to doing all of the work that he does for the chapter with the website and all of the communications and program preparation. View the New England chapter site: They have a abstract submission form to view. Goal is to stream line the process to create an access file to store all data. This would include abstract submission and registration. Lynn

would like to streamline more of the chapter registration process. Need to check with Network Solutions to see the costs of each function. Seems that we need to create a committee to look at this (Lynn, Alan, Judy, Peter, Don and Heather from ACSM) Create a listing and create the priority listing of these tasks. Board thought that doing a hard copy of the newsletter was no longer a need expense. Be sure to create a pdf file of last year's program to post on the website.

t) Social at ACSM: we have pre-ordered about 75-100 drink tickets, with some light desserts. Peter will address the meeting program and John Quindrey will address the fall lecture tour.

u) Nominations-Judy will get a nominating committee: president, two members at large. The due date should be announced in the August Newsletter and moved up to have the slate ready for November posting on the website. Judy already has one nomination for member-at-large.

v) Fall Phone Conference: Do we need to have a phone conference? The school will need to pick up this cost. We had this meeting since they did not meet at the hotel. Used a lot of that time to go over the presentations.

w) Letter from ACSM Health & Science Committee-Main lobby committee to promote ACSM. Willingness to act as a connection between region and congressional districts. Encourage making contact with congressional leaders. It would very difficult to get a contact from each congressional district. Ask ACSM to prepare a listing of the congressional districts and a listing of members in those individual districts, so we can send out a letter requesting their help. Why are they not using the FASEB model? We are willing to help but need some more information.

x) discussion of possible school membership or other ways to increase fees for the chapter. Should create a listing of schools with exercise science or physical education programs.