

MINUTES OF THE MEETING VIA TELECONFERENCE FOR THE
NEVADA STATE BOARD OF ATHLETIC TRAINERS (NSBAT)

DATE: **May 18, 2018**

LOCATIONS:

University of Nevada, Reno
1664 N. Virginia Street
System Computing Services
Building 133, Room #5
Reno, Nevada 89557

1. Meeting called to order by NSBAT Chairman, Jeremy Haas at 9:06 a.m.

Board Members Present: Attending via teleconference: Chairman Jeremy Haas, Vice Chair Tedd Girouard, Board Members Keoni Kins, Frank Sakelarios, and Randi Hunewill.

Staff Present: Attending in person: Michelle Cothrun, Board Executive Secretary

2. **Public Comments.** No public members present.

3. **Review and discuss prototype of LogiForms online renewal application and credit card services for online payment processing. (For possible action)** The Board members discuss their experience and provide feedback with testing the online prototype that was developed using LogiForms. Michelle Cothrun explains the next steps to add the ability to accept credit card payments with STRIPE and reminds the Board of the processing fees they charge (2.9% plus \$.30). The exact amount of the processing fee will be passed to the licensees as a credit card convenience fee. Jeremy Haas motions for the Board to use LogiForms and STRIPE for online AT License renewals. Tedd Girouard seconds the motion. Motion passes unanimously.

4. **Review and discuss a Cloud service for off-site storage of backup. (For possible action)** Michelle Cothrun advises the Board of a Microsoft Office suite subscription that includes Cloud service for off-site storage of backup. Jeremy Haas motions for the Board to use Office 365 Business that includes Cloud service for off-site storage. Tedd Girouard seconds the motion. Motion passes unanimously.

5. **Public Comments.** There are no public comments.

6. **Meeting adjournment.** Jeremy Haas motions to adjourn the meeting at 2:17pm. Tedd Girouard seconds the motion. Motion passes unanimously.