AMTA RI CHAPTER BOARD MEETING

Meeting Location

Joanne Lozy’s House

Tuesday, July 11, 2017

MINUTES

MEMBERS PRESENT: Regina Cobb, Michaele Colizza, Alda Corderio, Debbie Kilty, Joanne Lozy, Kim Medeiros, Cassie Rawcliffe, Jen Wilkicki

MEMBERS ABSENT: Pat Bachus, Claudia Botthof, Lou Ann Botsford, Kim Cook, Ellie Field, Marlo Lawrence, Kenji Omori, Angela Perry-Place, Frank Rapone, Michelle Souza, Suzanne Wilcox,

MEETING SCRIBE: Debbie Kilty

Meeting called to order by Michaele at 7:19

**Call for new business:** Regina adds that she will speak on topic of Susan Vandal potential meeting with GR committee for training.

Approval of minutes from 5/23/17. Alda motions to approve the minutes

Deb K 2nds the motion. Michaele calls for any discussion of minutes? No discussion

All in favor, none opposed, none abstaining. Minutes approved.

**Accounting of Actions from 5-23-17 Board Meeting**:

**ACTION**: Deb K or Michaele to contact Alana Rodriguez regarding whether the RI State Board of Licensed Massage Therapists will be sending someone to attend the Federation of State Massage Therapy Boards Conference. And if so would they be willing at address our board after the conference.

**Results:** DK emailed John Balletto with this question and asking if he has contact information for Alana Rodriguez. John supplied email address for Alana and also stated he will be attending the Federation of State Massage Therapy Boards Annual Meeting this year. Deb K emailed Alana with the question as to whether John could address our board with information from the annual meeting…. waiting for response.

Regina suggested that if someone from the board attended the State Massage Therapy Boards’ meetings on a regular basis potentially this information could be received from attending and the person that attends could relay that information back to the board. Cassie Rawcliffe states that she is interested in attending the State board meetings.

Michelle Souza prepared idea as to how more Massage Envy employees can attend the RI Chapter General member meetings.

**ACTION**: Michelle will send her suggests to Mike at Massage Envy

**Result**: per text message from Michelle: Mike liked the idea of having a sign-up sheet for AMTA RI general member meetings in each breakroom so that more members could attend, he would like us to Contact Lynn Garvey with information regarding meetings when the time comes.

**ACTION:** Jennifer Wilkicki to formulate dates to visit schools and she is to contact those from the board that would like to join her in her visits to the schools.

**Result**: Jennifer has sent potential dates to Michaele, Michaele states that there were many dates and it was a little bit confusing. This is an action in progress. Michaele asked Regina if Jennifer has reached out to her or Victoria Moutahir directly about visiting CCRI, Regina responded she has not been contacted but couldn’t speak for Victoria. Regina also mentioned

**ACTION**: Notify Jennifer of Orientation at CCRI for a new incoming class will be Sept 6, 2017 from 4:00-6:00 and this would be a good time for flyer handout and/or to be there.

Deb K will get flyers printed up for Jennifer.

**ACTION:** Someone to volunteer to write about historian position vacancy for the summer newsletter. **Tabled** for now. Will continue to add to Action lists until done.

**ACTION**: Jennifer Wilkicki to request the P Bruins give her one notification about events. Michaele suggests that Jennifer call and leave voicemail message, that should suffice.

Tabled. Tabled again. Deb K had emailed Jennifer to see if this action was completed prior to the meeting, but had not heard back before this time.

**ACTION:** Michaele will look into board and/or committee chair specific email addresses and if it is a possibility that email addresses can be transferred easily

**Result**: Michaele emailed with Laura Sabransky, she suggested just using Gmail. As people leave positions new person would have to change password and take over email account.

In process.

**ACTION**: Ellie to have discussion at national level with Chris Volteral about charging for advertising in newsletter and/or website.

**Result**: **NEW ACTION**: Deb K will check with Ellie

**Result:** Deb K emailed Ellie 7/5 waiting for response.

**ACTION**: Deb K to take care of printing information from AMTA website regarding cancer, pain and massage, Michaele will get signage from our storage facility with AMTA name on it, Jennifer will bring membership applications, brochures from our membership information packet.

**Result:** Done

**ACTION**: Kenji to check on how much of a deposit was sent to bus company for trip to Canobie Lake.

**Result**: no deposit was made so there were no monies to have to move or get refunded which addresses the following action.

**ACTION**: Jennifer to contact bus company to cancel Canobie Lake bus trip and to see if deposit can be returned in full or applied to NYC bus trip instead.

**Result:** trip cancelled

**ACTION**: Deb K, as secretary, will see that the new column is added to the attendance sheet.

**Result**: New column for phone in to meetings added to attendance sheet.

**ACTION:** Michelle Souza to contact Lou Ann for information upcoming sport massage team events to get information for Kim Cook to put on our website calendar.

**Result:** Michelle not present no information from Michelle on this yet. Will continue action to next meeting.

**ACTION**: Deb K to put together a “save the date” constant contact for the convention.

**Result:** Done

**ACTION**: Kim will check this with National to be sure this will be the new link.

**Result:** Kim Cook checked with Colleen at the National office and we will continue to use the ri.amtamassage.org name and this will link to the ri.wp.amtamassage.org home page.

**ACTION**: Joanne to write article for the newsletter stating the importance of a national provider number and how to get it. Per Michaele this is the best way for our chapter to reach its membership.

**Result**: Joanne will have ready for summer newsletter

**ACTION**: Deb K states she can send out a constant contact to our membership with the information from tonight’s handout.

**Result**: Constant contact set up and sent to Michaele for approval to send to membership

**ACTION**: Kim Cook can add information to our website with links regarding Karlo Berger presentation.

**Result:** no further discussion with Kim on what links were to be put on the website so as a result this is not done yet.

Regina mentions that she didn’t receive the constant contact message regarding the “Call to Action on the Opioid Crisis”. Deb K states that she uploaded the most recent roster received from National prior to sending this email out. Deb K checked that roster and Regina is missing again from the RI roster.

**ACTION**: Regina to check with National to be sure she is listed as a RI chapter member.

**Bylaw change notifications from National:**

Printed copies of the proposed Bylaw changes were handed out to those present at the meeting. (see attached copies)

Proposed changes are Appendix 1 Bylaw notification 1.a.

 Appendix 2 Bylaw notification 1.b.

 Appendix 3 Bylaw notification

Proposed changes were read aloud to those present. Deb K opened the Thursday afternoon June meeting power point presentation to refer to background as to how the bylaw changes regarding the HOD have come to pass. (see attached power points from the June meeting).

The following consensus from the group of those present is as follows:

We agree with the change of the name from House of Delegates (HOD) to Assembly of Delegates (AOD).

We agree with the change that the chapter representative for the AOD be an appointed position and no longer an elected position.

We agree with there being term limits imposed of a two-year term of office and no more than three consecutive terms.

We request a clear updated job description written by the national office/representative to be presented at the presidents meeting at the 2017 national convention.

We agree with the change to there being a report on the annual chapter budget at annual meeting and no longer having the membership vote on and approve the annual budget…one concern was transparency but our chapter board decided we will make a large announcement to the membership at large when our budget meeting is coming up so that anyone that would like to attend this meeting has proper notice.

**ACTION**: The group consensus will be sent in to National by Michaele as the official RI chapter response to the proposed bylaw changes.

**Updates from June 2017 President’s meeting:**

(see attached power point presentations)

Michaele and Deb presented the power point presentations from the June President’s meeting.

Thursday morning’s power point presentation has a lot of “meet the national team” information on the first portion.

Information regarding the 50 states regulation.

Complete list of groups that AMTA is working with.

Market Research survey information

Thursday afternoon began with the legal portion of the presentation.

Over 76,000 national AMTA members, most members ever.

The Three Duties: Duty of Care

 Duty of Loyalty

 Duty of Obedience

\*please see power point slides for definitions this is very important information.

This was the first time in at least 15 years that an independent audit came back with only 1-page report basically saying that the association was in excellent shape and keep up the good work!

Michaele stated that she was very happy with the information that came forth from this president’s meeting. The last 4 years have been transitional and with many growing pains but most, if not, all plans that were set forth have come to fruition.

Consumer Awareness update: two goals: to establish AMTA brand with the public, move consumer preference to AMTA members; and to impact members retention and recruitment (see slides for details)

2017-2108 focus for national AMTA will be self-care for the massage therapist and massage for pain management.

Changes in the way chapters will do business; standard contract that will be used by all chapters and will be processed through chapter legal department. Changes the in the way reimbursements will be processed. See attached document.

**Slush Fund for Chapter Board/Committee Meeting Meals:**

Deb K suggested because of the financial difficulties the chapter is experiencing right now, that everyone that attends one of these meetings and wants to partake in the meal, contribute $2.00 per meeting to help pay for the cost of the food that is purchased and prepared. Anyone may decide to attend a meeting and not eat or brown bag it if they’d prefer.

Everyone in attendance at this meeting agreed that this would be a good idea.

Majority of those in attendance agree with the idea.

Money collected at each meeting will be used to purchase a grocery store gift card for use in purchasing items for an upcoming meeting.

**ACTION:** Either Deb or Michaele will send an email out to the group with complete explanation of the purpose and process of this slush fund.

**Government Relations Guest Speaker**

At this year’s Advance Regina mentioned to Joanne that she knew of a person that would come and speak with the Government Relations Committee members and anyone else that would be interested. Joanne contacted Regina last week to ask her about contacting Susan Vandel. There is a list of topics that Susan could address so topic needs to be decided. Susan has been an advocate with the state of Rhode Island, on behalf of her son who is handicapped, for many years. She may have information on how our chapter could be better recognized by the state, what is our strategic plan. What state meetings would be best to have representation at with information on massage. She can speak on all different levels, healthcare, insurance, etc.

Items we might like to have her speak on: Timeline of state meetings

 Events going on throughout the state that we may

 want to have a presence at.

 Process to have insurance coverage of massage

 therapy.

 Definition of who and what we are at the state level.

Regina states that the chapter used to have “packets of information” that were used to address state meetings/members to explain who we are and what we do.

Susan does have some ideas of what to start with but not knowing what we wanted she doesn’t know where to go.

**ACTION**: Regina will speak with Susan and let her know the ideas we spoke about tonight to streamline the process a little and then Joanne will speak with her and potentially set a meeting date.

**ACTION**: Joanne will check also with National GR Team on this information.

Regina states that she feels that one of the problems is that massage therapists are not always aware what is going on in the state because different towns are doing different things. Joanne addresses the information that she has put onto the chapter website regarding the information she has researched for many of the cities and towns in RI and what their practices are for opening a massage therapy practice. There are links to city and town website and ordinance information.

Michaele recommends that the GR committee have someone be present at all the State Massage Therapy Board meetings, Cassie has stated interest in attending these meetings. Michaele suggests that if for any reason Cassie is unable to attend any meeting to reach out to the other members of GR and then to the board at large to see if there is someone who can attend in her stead. Michaele feels that this is the first of potentially many meetings our chapter should have representation at.

**Committee Reports:**

Jennifer: Membership: Needs to book the bus for the annual NYC bus trip in December and wants to know if there is money to do so. Michaele states Jennifer needs to contact Kenji directly.

**ACTION**: Jennifer to contact Kenji regarding putting deposit down on the bus for the NYC trip

Alda motions to adjourn meeting; Regina seconds all in favor. Meeting adjourned 9:30