

Meeting Minutes - Board of Directors Call - October 19, 2016

*All board reports are copies and pasted from the emails received, as is.

Call to Order:	<i>8:07 pm</i>
Roll Call, BOD:	President, Jennifer Phibbs 1st VP, Melissa Ryan 2nd VP, Holly Wylie 3rd VP, None Treasurer, Becky McClung Secretary, None
Roll Call, Chairs, etc:	Michelle Turner, NMTAW Chair
Motion to approve agenda:	<i>Melissa, 2nd: Holly</i> <i>All in favor to approve October 19th agenda, none opposed</i>
Motion to approve August Minutes:	<i>Holly, 2nd: Becky</i> <i>All in favor to approve September 29th meeting minutes, none opposed</i>

Old Business:	Dena Hooley; Education Chair to attend MAC at no cost <i>Motion to have Dena attend MAC class at no cost, not include travel, lodging, or food.</i> <i>Melissa, 2nd: Holly</i> <i>All in favor to allow Dena Hooley to attend the Membership Appreciation Class (MAC) at no cost, not to include travel, lodging, or food. None opposed.</i>
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New Business:	
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President's Report: Jennifer Phibbs	<ul style="list-style-type: none"> ● September New/Transfer Welcome emails sent. ● Annual Convention venue contract with Holiday Inn & Suites in Mansfield was received back from National and forwarded on to Holly. Need to get a signed copy, from the hotel, of the addendum written and included in the contract by the national office. ● Emails sent out to the people with accounts on GoDaddy. Only people that will be keeping their emails will be Becky McClung, Jennifer Phibbs, Dena Hooley, & Treasurer. The remaining emails were scheduled to be deleted October 20th. This will be done immediately after our board call. This should give us a majority of what was spent last month as a refund since we have canceled within 30 days. There will be an prorated adjustment. ● Had a meeting with Danny Hurley, Capitol Consulting, and Melissa Ryan about the Springboro Ordinance to make edits and changes to for the October 20th City Council Meeting in Springboro where they will amend the Ordinance that passed in September. ● Ohio members have been called and emailed about meeting in Wisconsin at national convention prior to the opening session of Robin Roberts. ● Update was sent to the Ohio Council of Massage Therapy Schools (OCMTS) for their
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October meeting. We need to discuss who would want to travel to Columbus for their meetings they have 3 x's per year. They meet the first Monday of March, June, and October at 9 am.

- More testimonials received from my students on Wednesday, will send to Michelle Friday for NMTAW.

1st VP
Report:
Melissa Ryan

LEGISLATIVE REPORT:

The following issues were discussed with Capital Group with very clear goals expressed as well as the need for positive measurable accomplishment to present to our members:

1. We are requesting a Proclamation/Position Statement regarding Massage Therapy and our role in non-pharmaceutical Pain Control from AMA, Med Board and Atty General, followed by a press release.
2. Hoping to get a projected timeline for implementation of CEU requirements by Med Board. It has not formally gone into effect as of yet and from what I can tell the Med Board doesn't either.
3. The status of the YMCA bill is in limbo during the lame duck session. The sponsor of the bill is hoping it will get addressed, but due to the current political climate it is not looking good.
4. Belinda has been asked to schedule meetings with OPERS, STRS, Police & Fire as well as Dept of Medicaid for 11/3 or 11/11.
5. We are currently searching for a Republican to sponsor our Insurance Bill.
6. A conference call with held with myself and Jenn with Dan Hurley of Capital Group to review the proposed ordinance and make recommendations for changes. We are using this opportunity to develop a model for other municipalities throughout the state.

Melissa has been reinforcing to Capitol the need for results for their firm. Getting proclamation letter in the next few days. Going to meet with the State Medical Board about CEU's. They will notify us first about CEU requirement before they release to public.

Setting up meetings with Ohio Public Employees Retirement Service, etc... Jennifer said that to date we do not have any meetings scheduled on the proposed (or any) days Melissa gave Belinda of November 3rd or November 11th. We have asked that Capitol give us an agenda and material that will be given to people at the meetings ahead of time. We have asked for 2 weeks notice so that we may make edits to the documents and be able to review the material with ample time.

Looking for Republican to sponsor our Sales Tax bill.

Springboro will readdress the ordinance at the first of the year. They (Springboro) have more pressing issues to deal with.

Belinda said she wants to get a picture of the proclamation with Michelle Turner at the State House. Belinda said she has sent the proclamation letter to the House, Senate, and Governor's office. She hopes to get them back from all three by Tuesday/Wednesday of next week.

Capitol

None received.

Consulting Update	
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2nd VP Report: Holly Wylie	<p>Convention: Venue is still available, sent signed contract with addendum back. Dena was able to contact Anita Shannon about cupping, if she is not available she can send someone else Getting together contracts for Doug and Kelly Lott for approval and signatures for return Vendors contracts are created and will be sent out highlighting, sponsorships, and locked display room</p> <p>MAC: Everything is moving forward for the FIT class. I sent out another email blast and 2 new FB posts 17 registrants signed up and more possibly coming in</p> <p>OSMT: Nothing to report at this time</p> <p><i>MAC is good to go. We now have 17 registrants, with BOD and Dena, we are at 20; possibly 1-2 may show up and pay by check that aren't accounted for in the aforementioned numbers. \$1810 has been collected for the class at this point. Our cost is approximately \$2,000. Holly going to pick up breakfast food and water for the class, she guesstimates \$25.</i></p> <p><i>Attendees need table, sheets, bolster, and lotion; Holly to send out email to registrants tomorrow morning.</i></p> <p><i>Waiting for addendum, Holly is calling Natalie about getting the addendum back.</i></p> <p><i>Dena has contacted instructor about cupping, she has a couple names in case one can't follow through. Cupping has to be a two day class, no other option. Two one-day classes with Doug Nelson, Thoracic Spine & Shoulder. Won't have to take together. Can take Kelly, Cold Stone Class and Doug Nelson class or Cupping for two days. Our state convention is April 22-23, 2017 in Mansfield, Ohio at Holiday Inn Express and Convention Center. Very positive relationship developing with GM of the hotel. He is giving us a phenomenal rates. Dena did a site visit and met with Renee, Natalie's assistant from the hotel. The only concern Holly had was about the quality of the breakfast from a prior class and the hotel reassured Holly said there has been a change-over in the kitchen and the food situation has changed and improved. Menu and chef has changed.</i></p> <p><i>Jennifer bringing projector and state pins to MAC class.</i></p> <p><i>Holly wants to consider an ethics class at convention, Jennifer suggested the possibility of Virginia Johnson to offer the ethics class.</i></p>
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3rd VP Report:	None, no 3rd VP.
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Treasurer
Report:
Becky
McClung

Treasurer's Report

If any of the following budget information is inaccurate or incomplete please be prepared to supply me with an explanation along with specific and accurate data. This will help keep our meeting time down to 90 minutes. Thanks!

ProPay:

- used to process credit card transactions we have received
- existing balance needs source to be identified, and then to be transferred to the bank so that it shows on our income
- per National, the income should be coded in quickbooks as 4100-Education Income

Becky discovered that we have \$10,000 in our Propay account that needs to be manually transferred. She spoke with Ruth Cox about the monies and get them transferred. Becky has to find out where the money is from to appropriate to the correct category on the budget. Becky is going to do more digging to where it came from. She is going to go month by month to see where to apply the monies to.

National went to a common code for budgeting. Send the high level accounting now.

Budget:

-budget discovery for me has been slow but I'm optimistic. National was unable to provide me with the details behind the budgets in QuickBooks. The reason for this is beginning with the current fiscal year they made a lot of changes in order to make management of accounting across all chapters the same. Examples include consolidation of coding options and simplification of budget submittals, only accepting high-level budgets instead of detailed budgets from chapters.

-MAC budget -

- Per our last board call expenses for this event will be \$2200 total
- Per our last board call income collected for the event was \$1,360. Has the income increased since?
- Difference between expenses and income is \$840, the amount we would need to cover if the above figures are accurate
- Per our last board call we need to determine if we can cover registration costs for Dena to attend. There is a budget for "chair" of \$150 built in (6553) for her to travel to MAC.
- Per our last board call, if we have more than 25 attendees we will over additional speaker fees (\$25/hr for an assistant PLUS her expenses). What is update on this?
- Below is the budget per quickbooks, although the details of how these budgets were built are not clear to me at this time. In parenthesis is what quickbooks shows of each budget amount that has been spent in the current fiscal year:

SPEAKER FEES -	\$1400 (\$1400)
SPEAKER EXPENSES -	\$500 (\$375)
MEETING ROOM -	\$250 (\$0)
SUPPLIES -	\$550 (\$53)
MEALS -	\$300 (\$0)

- Total budget per quickbooks is \$3,000, less spent-to-date \$1,828 equals a budget of \$1,172. The income received to date (\$1,360) offsets the budget of \$1,172, with \$332 available to be spent
- That \$332 could be used to cover Dena's registration and/or costs associated with excess of 25 attendees

The numbers on the quickbooks are the numbers on our bank account, Holly asked and Becky confirmed.

Motion to reimbursement Becky for travel to convention should she not be able to attend due to the

	<p><i>birth of her first grandchild. Melissa; 2nd Holly All in favor to reimburse Becky for travel to/from convention if she can not attend. None opposed.</i></p>
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Secretary Report:	<p><i>Left message today for Virginia Johnson about Secretary position. Awaiting return call.</i></p>
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Chair Reports

Sports Massage Team Report: Sarah Speciale, Colleen Eidemiller	<p>Both Colleen Eidemiller and Sarah Speciale have resigned as Co-Chairs for the sports massage team.</p> <p><i>Jennifer had a conversation with the board about the conversation she had with Sarah about the troubles she was having with her email and about her resignation. Jennifer also had a conversation with the board about Colleen Eidemiller and the concerns she had when she resigned from all her volunteer responsibilities for the Ohio Chapter. Colleen cc'd Mark Tyle at National, Holly, and Melissa on her resignation letter. Jennifer forwarded Colleens letter to Becky. Jennifer forwarded Sarah Speciales' resignation letter to Mark Tyle today.</i></p>
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NMTAW Report: Michelle Turner, NMTAW Chair	<p>NMTAW UPDATE 10/18/16</p> <p>We are working to finish and have ready for NMTAW, which is less than a week away , Gov Proclamation.</p> <p>Published Event on FB with details for NMTAW</p> <p>Gathering content for FB posts during NMTAW.</p> <p>Will craft more posts for this week to get folks ready to share their stories for NMTAW.</p> <p>Hope to have PR ready for next week.</p> <p><i>Michelle wants only herself and Jennifer only to be able to post to facebook for the week of NMTAW. Pictures, videos, stories will be on facebook. Bio for John Fred Spack will start the week. Pictures and videos from National Convention should be posted. Michelle said it's our free voices to the masses. Belinda said that she received an example of a press release for our 100 year anniversary. Wants to continue to publicize our anniversary.</i></p> <p><i>Conversation about getting a plaque made for the State Medical Board of Ohio recognizing.100 years of massage therapy licensure. Holly going to check on pricing for the plaque.</i></p>
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<p>HOD Report:</p>	<p>House of Delegates Report – October 18, 2016 Cindy Lucius-Correia</p> <ul style="list-style-type: none"> ● House of Delegates Staff Liaison, Colleen Leeders, asked each state to verify their Delegates/Alternates roster. Upon telling her only Marla and myself were attending the HOD meeting at the National Convention, she informed me that once a delegate can no longer fulfill their duties, including attending the HOD meeting, they are no longer delegates according to the delegate position description. This means Jerry Brand and Kris Weir are no longer delegates. Normally an alternate would assume the role. Ohio does not have any alternates this year. Ohio has only 2 out of 5 possible delegates. There will be 4 open delegate positions at elections. (I am serving the 2nd year of my third term and due to term limits must step away for at least 1 year. Marla is in the 1st year of her first term.) ● There were NO Position Statements or Recommendations submitted this year so the current agenda for the HOD meeting will be to elect 2017-2019 HODOC members and have a collaborative discussion on the future role and responsibilities of the House of Delegates. In preparation for this discussion, the following questions have been posed on the delegate forum: <ol style="list-style-type: none"> 1. What are the most important responsibilities of the Delegate? 2. When you head to convention as a Delegate what do you see as your purpose? Does this differ at all with the purpose of the House of Delegates? 3. Are there things that could be changed about the format/structure of the HOD that would improve its operations, adjust its purpose? 4. As you think about the process we use to approve Position Statements what are some other ways that this could be done? <p>I welcome any thoughts/comments anyone has on these questions, especially any former Delegates and will share them in our discussion. I will have a report post-convention.</p> <p><i>There are only 2 out of 5 HOD attending the HOD meeting this year. A plus side to this is that it is saving the Chapter money. Cindy Lucius-Correia is sharing a room with Jennifer the two nights she will be in Milwaukee, WI for the meeting.</i></p>
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<p>Communications Report:</p>	<p>Colleen Eidemiller has resigned from Administrator of Facebook, she has been removed from the page for that duty.</p> <p><i>By resignation, Colleen no longer Facebook Administrator or website editor. Will check with Sarah Speciale on Saturday at MAC to see if she still wants to admin the page.</i></p>
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<p>BOD Voting. Appointments:</p>	<p>None.</p>
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<p>Motion to Adjourn Meeting:</p>	<p><i>Melissa, 2nd: Holly</i></p> <p><i>All in favor to adjourn. None opposed.</i></p>
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<p>Time Meeting Adjourned:</p>	<p><i>9:55 pm</i></p>
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Jennifer Phibbs took the meeting notes. Notes taken during the meeting are pink in color and italicized.