

AMTA RI CHAPTER BOARD MEETING

Meeting Location

Joanne Lozy's House

Wednesday, January 3, 2018

MINUTES

MEMBERS PRESENT: Michaelae Colizza, Kim Cook, Ellie Field, Debbie Kilty, Joanne Lozy, Kim Medeiros, Angela Perry-Place, Kenji Omori, Frank Rapone, Cassie Rawcliffe, Michelle Souza, Jen Wilkicki

MEMBERS ABSENT: Pat Bachus, Lou Ann Botsford, Claudia Botthof, Regina Cobb, Alda Corderio, Marlo Lawrence, Suzanne Wilcox

MEETING SCRIBE: Debbie Kilty

Meeting called to order by Michaelae at 7:16

Michaelae thanks all for being here and thank you to Joanne for providing such a great meal as always.

The agenda items for the chapter budget will be moved to the last agenda item as there will be some members that will be arriving late to the meeting.

Call for new business: Joanne Lozy: Advance meeting planning

Michelle Souza: Update on presenter/class from the RI convention

Approval of minutes from 11/14/17; Deb K motions to approval minutes, Kenji seconds the motion, all in favor; minutes approved.

Accounting of Actions from 11-14-17 Board Meeting:

ACTION: The online voting survey information will be put into our next newsletter by Deb K for the membership to see how this survey went **Result:** Done

ACTION: Deb K will contact Alda to see if anything is being planned yet for education or place for meeting. **Result:** Done Radisson Hotel in Warwick has been booked for Feb. 25th and Greg Hurd for education

ACTION: Michaelae to contact national IT for information regarding email addresses for chapter board and chairpersons. **Result:** Kim C is working on it. Nothing to be added at this time. This is a work in progress more to come at a later date.

Financial Administrators Report: Kenji reports that there is approx. \$19,000.00 in checking account currently as of November 30th. This may not include expenses yet to be paid out from the RI convention.

President's report: Deb K and I (Michaele) have been having discussions regarding Massage Envy. Reached out to Mike D and everything seems to be doing well. None of the therapists that he employs were affected and they've had great customer support.

Mike would like to get together with our chapter board to discuss (quote from email discussion with Mike) "We were thinking of keeping the conversation open to recap media and then talk about how we can partner to keep our LMTs safe and continue the structured training we provide. And, of course continue the great partnership we have had locally"

The January and February board meeting dates already set were not possible for the ME people, so we are currently going to search for a date that will work for all involved.

Joanne suggests that a statement be made at the February 25th general member meeting by Michaele that we are in contact/talks with RI ME franchise owner regarding the current media stories. We will contact Mike to formulate a collaborative statement for Michaele to deliver at the meeting.

Michaele asks if anyone in the meeting has had any questions regarding the media fallout from ME accusations addressed to them by anyone. Michelle Souza states that working for ME she had first hand experience with how it was handled at a corporate level and she felt that ME corporate handled it very well with the employees.

Please be sure that if you are planning on running for office at the upcoming meeting have everything you need ready and up to date and up to speed.

Newsletter was sent out, hope everyone had a chance to read it.

There were many emails and text messages from those that could not attend tonight and Michaele is glad that alternate forms of communication are working well for our chapter in staying informed and connected to the meetings.

2018 General member meeting: Assigning of tasks for the meeting. The sign up sheet is sent around the table. The following are tasks that have been signed up for:

Greeters & Minglers: Kim M. & Michelle Souza

Master of Ceremonies/announcement of lunch: Michaele Colizza

Organize bags: Jen, Kim M, Michelle, Ellie, Michaele, Deb K, Joanne

Registration Table: Kim C, Angela, Ellie & Michelle

Distribute Certificates/collect evals: Kim C, Angela & Ellie

Organize Give-a-ways: Jen & Claudia

Crisis Team table: Frank

Membership table: Jen

Library table: Claudia

AMTA banner: Kenji

AV Equipment: Kenji

Take pictures: Kenji

Collection of Ballots: Kim C (we need 2 more volunteers)

Determining election winners: Kim C (we need 2 more volunteers)

Printing of Election forms/ballots: Kenji

Getting stuff from storage for bag stuffing: Michaele

Bag stuffing meeting date will be February 21st, Wednesday at 7:00 at Joanne's house. Anyone interested in helping to fill bags for the attendees for the meeting please be there!

February 25th meeting currently starts at 9:00 with registration starting at 8:30, if there is no guest speaker we may change the start time to 10:00 with registration starting at 9:30. More to come after speaking with GR team.

New Business:

The Advance: Joanne do we want to go back to the same venue we had last year and do something similar to what we did last year? Sachuette Point in Newport was available for a "suggested donation" of \$100. Everyone in agreement and Joanne agrees to be planner again for the Advance. The date of the Advance is changed from March 18th to April 8th

ACTION: Deb K sent email out to all google group members during meeting notifying of change of date.

Update to presenter/class from RI convention: Michelle Souza: Reiki I class (presenter Susan Coffey) all in the class loved the class so much the attendees of the class are continuing with Reiki II with Susan in a private class just for those in attendance at the convention. Deb K also mentions that Susan had expressed interest in being considered by the National office for presenting at the National convention. Deb contacted National and was able to relay Susan's information and she is now on the National list for contact.

Committee Reports: Membership/Jennifer: NYC bus trip went well. Questions whether we have enough inventory in storage for adequate swag bags for the upcoming meeting? Others state that there was plenty of swag left over after the convention that we can use, so there will be no need to purchase anything new at this time. Membership would like to start hosting meet & greets again.

ACTION: Jennifer will email the group to ask for ideas as to where meet and greets may be able to take place without a fee for the space.

Kenji would like to have a small amount of time during the February meeting to do a short stretching (Qi Gong) session. Kenji will lead session and it will be added into the agenda for approximately 5 minutes.

Michaele asks Kenji to contact National accounting to request photo copies of checks as they are sent out of our account.

ACTION: Kenji to contact National accounting department to request that photo copies of checks be sent to him as they are cut from our checking account for tracking purposes.

2018 RI Chapter Proposed Budget: (Chapter budget in a nut shell)

Income:

Chapter Dues:	\$10,000.00
Chapter Contributions:	600.00
Education Income:	20,000.00
Sports/Crisis Teams:	250.00

Advertising:	500.00
Misc. Income:	200.00
Total:	\$31,550.00

Expenses:	
Sports/Crisis Teams	\$ 400.00
National Convention Travel	1,000.00
National Convention Lodging	3,500.00
National Registration Fees	1,600.00
President's meetings (travel)	2,000.00
Education Events (spk fees, expenses etc.)	10,000.00
Advance	100.00
Newsletter	1,200.00
Awards Committee	200.00
Education Committee misc.	250.00
Membership Committee	2,500.00
Scholarships	500.00
GR committee	50.00
Delegate	50.00
Board meeting meals	400.00
Postage misc.	50.00
Professional Services	250.00
Storage facility rent	900.00
Board Stipends	2,000.00
Total	\$26,950.00

Income: \$31,550.00

Expense: \$26,950.00

Reserve: 4,600.00

Michaela suggests that committee chairs write down their budget numbers and keep track of what they are spending during the year.

Michaela asks that if anyone that came in late would like to update the meeting on.

Frank states that Crisis massage will be having a training and a team leader meeting, details to come soon.

Claudia would like to start the video viewing nights again on Thursday nights starting in February.

Deb K states she has starting working on getting the policy and procedure manuals all electronically available so if you are contacted regarding if there are any updates needed to your policy please get back to me.

Kim M. has a CT member contacting her asking her how she can volunteer for our chapter, Michaela states to tell her that we will not be hosting a convention this year but she is very welcome to attend our meetings and other events. Michaela is part of a national committee to

discuss the sharing of volunteer resources from state to state, but there is not information from that committee as of yet.

Kenji motions to adjourn, Deb 2nds the motion. Meeting adjourned

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