

AMTA-AL Chapter
Board of Directors Meeting Minutes
August 13, 2016

Attendance:

Board of Directors

President - Sharon Bryant

1st VP - Not Present

2nd VP –Krissy Warren

3rd VP – Denise Campbell

Treasurer - Paul Wolff

Secretary- Cheryl Williams

Chair Members

Events Chair - LaDonna Ward

Government Relations Chair - Karen Vaughn

Education Chair - Krissy Warren

Web Administrator & Social Media Chair – Madi Cowan

Hospitality Chair – Cynthia Taylor

Members

Elaine Collins

Proceedings:

Meeting called to order at 2:01 p.m. by President, Sharon Bryant

Previous minutes were read and approved as read.

Officer Reports:

Anna Rickabaugh, 1st VP by email report

*Sold almost all T-shirts at Spring Convention and expect to sell the remaining at Fall Convention. About 20 tumblers and plenty of Alabama chapter pins remain.

*Suggest getting with National about ordering or our options for more t-shirts since Members love them.

*Process has begun of getting in touch with massage supply vendors for giveaways and swag bags.

*After fall convention these duties will be passed along to the hospitality team.

*Asked for everyone to give ideas of favorite brands so we can have variety.

Krissy Warren 2nd VP

*Received contract from Bliss for 10 Contract hours. \$750 for education + hotel expenses, meals, etc.

Denise Campbell, 3rd VP

*Will set up a folder on Google drive to compile available volunteers and others we need to invite to Volunteer Education Day.

*Invited over 300 people to Convention that are not AMTA members.

Paul Wolff, Treasurer

*9,500 in Bank / last year - 2,100 for fiscal year. This year we should be 4,000 over.

Cheryl Williams, Secretary

No report.

Sharon Bryant, President

*Successful trip to Tampa for the National Board Meeting and work groups

*Since we are no longer allowed to sell t-shirts directly, chapters can set up an account with a third party t-shirt vendor. Members can purchase T-shirts online directly from 3rd party and the chapter will no incur any tax liability. Anna can look for options for third party.

*Schedule for upcoming Fall Conference: October 23, 24, & 25. Board Meeting Friday @3:00 pm, Massage Mingle Friday @ 6:00. Saturday Morning Session 9:00 am-10:00 pm, Lunch 12:00 pm – 2:00 pm, and Afternoon Session 2:00 pm – 6:00 pm. Lunch provided. Sunday Session 9:00 am-12:00 pm.

New Business

*Sharon proposed a new laptop for President Duties. Paul motioned. All approved.

*Sharon asked if Board members received an email and were able to access the new Volunteer Hub. Members to email Sharon with details of whether or not they have access to the Hub. Email Silas Dameron at National office if new credentials are needed.

*AMTA-AL Chapter Google Drive is to be used by all board members and committee chairs so we have a record of all contracts signed and other important documents or working papers. Please let Sharon know if you need info or help accessing the Chapter Google Drive.

*National Board of Directors passed a motion concerning a conflict of interest for anyone working for or receiving money from direct competitors to AMTA. This applies to chapter board members.

*National will discontinue (1) vice president position from our board over the next two years. All chapter boards will now contain President, Secretary, Treasurer and two vice presidents. Some position names

will be changing. More information to be presented at National Convention Chapter Leadership Training. LaDonna Ward will be one of the presenters for this training.

Committee Reports:

Krissy Warren, Education Chair

*Bliss needs Tea-light candles. LaDonna to clear with Hotel for use. Cindy will buy them if they are permitted.

*James Waslaski wants to come back at some point for education. Krissy will contact him for possible dates. Board will discuss for later date, possible Spring Convention.

Sharon suggested that we work on processes later for Education Committee. Sharon congratulated Krissy on the good job she was doing and all her hard work.

Tim Griffin, Membership Chair by email report

*Constant Contact: All emails are going out. Emails from current month will be sent out within the next two weeks. Any help would be appreciated.

*Will meet with Sharon to get Excel macros working correctly for the Monthly Membership Report to the Board

*Working with Madi and will be uploading the monthly roster to Google Drive.

*531 Members currently on Roster.

Madi Cowan, Web Administrator Chair / Social Media Chair

*Updating website.

*The Constant Contact plugin for WordPress seems to be broken. Working with National office to get fixed.

*Checked out other websites for advertising ideas. Will meet with Sharon to come up with a pricing structure for advertising on the website.

Cynthia Taylor, Hospitality Chair

*Will go to Costco's for food. Will serve light lunch soup/salads. \$500 food budget.

*Cynthia asked Hospitality duties. Sharon responded food, water, refreshments, and meal planning and to be shared with Events Chair and Education Chair. Coordinate with Denise for volunteers.

LaDonna Ward, Events Chair

*Has blocked off 20 rooms at Holiday Inn Express on HWY 157. \$115 +taxes for double occupancy w/ two queen size beds. Conference room is \$300. Hotel has Continental Breakfast and a room for Massage Mingle and Lunch and an indoor pool. Members Hotel will still get special rate even after deadline if people will mention AMTA.

*Sharon proposed we offer \$100 for AMTA members and \$140 for non-members, All approved

Karen Vaughn, Government Relations Chair

*Attended Alabama Board of Massage Therapy Meeting in Montgomery on July 8, 2016. President Keith Warren presided.

*Licensed Massage Therapist should have their original stamped License displayed or available upon request. Good idea to order a duplicate license displayed or available upon request. Order from Jenna at www.almtbd.alabama.gov

*License Massage Therapist should have their establishment license and insurance policies up to date.

*If a Licensed Massage Therapist is renting an office, they will need to ask the landlord if he/she has them or their business listed on their property and casualty insurance coverage and they should provide a copy for the Therapist in case one of their clients gets injured on rental premises.

*Massage Therapy schools should have a better description of the courses their students are taking.

*Massage Therapy schools should list the amount of credit hours on the graduate's certification of completion from school.

*Massage Therapist applicants should provide complete, accurate and current information to make applying for their license easier and so that their application can be processed more effectively.

Liz Mawhinney, CSMT Chair by email report

*National has completed their training manual, PowerPoint & list of criteria for CSMT.

*National's pre-mesquites are FEMA IS100 & IS200, Red Cross Class (will confirm with Laura which one is required and individuals must be CPR certified. Everyone on team must take these classes and attend the new presentation/training.

*Recommending three classes: one in Birmingham, Gulf Shores/Mobile and one in Decatur/Huntsville area.

*Cost to cover travel, lodging (if necessary), printing materials, badges, etc. should be included in our budget for the training. T-shirts needed for all team members. The fee for the certification can be adjusted to cover this expense but the original team members should receive a complimentary T-shirt since they will have to "re-take" the class per National's request.

LaDonna Ward offered BSM for Birmingham Training. Sharon Bryant offered her building in Decatur for the north Alabama training.

Sharon suggested that we may need to have another call/meeting before the Fall Convention.

Meeting Adjourned @ 3:26pm

All approved