**5/12/14 AMTA-KY BOD MEETING MINUTES**

Meeting was called to order at 7:07pm by President, Justin Magnuson.

In attendance on the board call were: Cathryn Forester, Justin Magnuson, Collette Wilson, Sandy Gadd, Kala Carby-Borders, David Phillips and Caren Williams.

Absent: Val Smothers (excused)

**Old Business:**

It was confirmed that the previous month’s minutes had been approved by an email vote.

The Kentucky Sports Massage Team’s new policies and procedures were reviewed and a motion was made by IPP, Collette Wilson, seconded by Sandy Gadd, 3rd VP, and passed unanimously by the BOD to:

Revise document KMST Fees and Reimbursement, section 3, c., ii. to read “12% or $1.80 goes to AMTA-KY” instead of “to AMTA-KSMT”,

Revise section 4, a., i., and b., i., to read “travel reimbursement” instead of “mileage reimbursement” so as to be in agreement with a new board policy regarding travel expenditures for AMTA-KY business,

Revise section 6, to read “There is a membership fee to belong to the team” and to set a fee to cover purchase of required uniforms, with changes to begin in the fiscal year 2015.

A detailed discussion to review the revised Standing Rules was tabled until the BOD Strategic Planning Meeting on Sunday.

A discussion regarding Policies and Procedures for committees was tabled until BOD Strategic Planning Meeting.

A decision was made to publish the Revised Standing Rules in the upcoming newsletter and the the website as well as to send it to all members via Constant Contact, in compliance with policy to provide members with the information 30 days prior to a vote. Standing Rules will be voted on at the Summer Business Meeting to be held Saturday July 26, 2014 @ General Butler State Park

A final financial report on the 2014 Spring Conference was presented but tabled until the BOD Strategic Planning Meeting due to BOD lodging, meals, and travel having been deducted from conference expenses instead of BOD expenses. David Phillips, Treasurer will contact Ruth Cox at National to move line items and generate appropriate line items

There was a discussion regarding a member’s request for refund from Paypal on conference registration. David Phillips, Treasurer is researching members’ charge-back request.

**New Business:**

Summer Meeting - A motion was made by David Phillips, Treasurer, seconded by Sandy Gadd, and approved unanimously, with the exception of one abstention, to:

set the cost for the Summer Meeting to be held at General Butler State Park on July 26th and 27th at $30 for the Saturday only option (3 hrs of ethics, lunch, and choice of 3 hr class in the afternoon), $75 for the Sunday only option (6 hrs of CEs with no lunch provided) and $100 for the two day full registration.

CVOP - A motion was made by Collette Wilson, seconded by Cathryn Forester, 1st VP, and approved unanimously to send new board member, Valerie Smothers, as our designee (fees covered by AMTA National) to the July 10-12 CVOP in Evanston, Ill. along with Justin Magnuson, President.

A reminder was made about the Laws and Legislation Tutorial with Megan Lavery for the BOD and any other interested parties at 7pm on Thursday, May 15th, using the same call in number and access code.

Appeal to members, ways to collect contributions from members was discussed. Buttons will be added to eblasts, web site and newsletters for members to click on to make their contributions. Research to be done in order to connect directly to chapters pay pal account as opposed to going through national web site.

Member Spotlight: Discussion to feature Val Smothers, she will be interviewed and info to be submitted for next newsletter.

**Reports:**

**Sports: A report was not submitted, but Jen and Ann have communicated they will be stepping down from co-chairing the team at the end of the year and Samantha Boyd will be stepping up.**

**L&L:**

**Education:**

AMTA-KY Education Committee Report

I. NCBTMB Renewal-

CE Files have been transferred to Cathryn Forester, she will be listed through NCBTMB as one of chapters 2 contacts, the President will be listed as the 2nd contact person.

We are listed as organizational providers up until August 2014. Renewal is every 4 years. The application process is quite lengthy and will need sufficient time to prepare and then time for NCBTMB to review for renewal.  A check will also need to be requested in advance so that we can submit with the application.

I would recommend that a good timeline to submit by would be by mid-June, 2014.   Cathryn will contact Katie Stewart to assist with this process,

II. 2014 Education Schedule:

Summer Meeting- July 26-27

General Butler State Park (contract to be completed)

17 lodge rooms and cabins on hold for Friday and Saturday night $89.95

12 double queen rooms on hold at Hampton Inn/Carrollton for Friday/Saturday night $89.00 (Breakfast included)

Friday July 25 – TBD Conference Room (main lodge) 5-9 BOD meeting/Dinner/Appreciation Dinner- Dinner $14.95

Food Pricing: For $13.95 (plus tax and gratuity) per person we can provide a custom buffet lunch of Tossed Salad Bar with Assorted Dressings, 2 types of Soups, Baked Potato Bar with Assorted Toppings, Ice Tea, Ice Water and Coffee.  Service would be provided for one hour and there is a minimum requirement of (50) people.  A dessert, such as Chocolate Cake, Banana Pudding, Fruit Cobbler, Cookies or Brownies, can be added for $1.50 per person. (Hotels typically charge $25.00 a person plus tax and gratuity)

Marketing: Katherine Warner

Hosts: NKY Unit Volunteers

Registrar- Cathryn Forester has agreed to serve a contact person for Summer Meeting.

Proposed Speakers

1) KBLMT-Ethics: State Law (3 CE’s)

2) Nancy Bloemer- (self-care 3 CE’s)

ThD, LMT, E-RYT500

Nestle into Gentle “Me Time” for your body, mind, heart and soul

Reconnect with that part of you that keeps you going; that part of you where your own stillness and strength reside; that part of you that gets lost in the busy-ness of all the outside demands on your time and energy. With a focus on practical applications specific for those of us in the caring profession this experiential session will provide the time and space to nourish your body, quiet your mind, calm your heart and listen to your inner knower.

Objectives:

* Experience the effects of creating a time and space meant only to nourish YOU
* Explore a wide variety of options for practical self-care including mindful movement, gentle breathing, and visualization
* Enhance your practice through increasing the possibilities of self-care recommendations to share with your clients

3) Natural Options-George Cox (6 CE’s)

Clinical Aromatherapy for the

Licensed Massage Therapist

This is a very hands-on class. You will experience 41 essential oils and learn how to use these oils to improve client outcomes. The emphasis is on not only what these oils can do, but how to use them to achieve the desired results. Discussion will include how to assist with Fibromyalgia, Restless Leg Syndrome, Arthritis, Insomnia, Lower Back Pain, Arthritis, Sinusitis, Headaches including Migraines, Psoriasis, Eczema, Depression, and much more. Contraindications and precautions are also covered. Humor is used to keep the class light, but the main emphasis is to help you help your clients better and improve your outcomes. Please note that this is not a “spa” seminar. This is the use of essential oils to clinically achieve improved client outcomes. Each attendee will receive $75 in products with the class.

Attendees will receive $75.00 in product at no additional charge. Plus, attendees will receive our monthly newsletter with new formulas, case studies, clinical trials, etc.

About the instructor: George Cox has been teaching aromatherapy for 18 years. He has presented at the Pennsylvania, Ohio, Iowa, Missouri, Indiana, and Kentucky chapters of AMTA. He teaches or has taught at 26 massage schools in 8 states. He is the Ohio Director for the National Association of Holistic Aromatherapy and is an accredited provider of Level One, 30 hour Certification Programs and 200 hour Level Two Certification Program. He has developed the curriculum as well as teaching a 3 credit hour class at Cincinnati State College for 9 years. Natural Options is the aromatherapy provider as well as aromatherapy education provider for the Cleveland Clinic, ranked 4th best hospital in the world by US News & World Report. He also provides products and education for a number of other hospitals, skilled nursing facilities, and hospices.

4) Denise Logsdon- “Pain and the Postures of Life” (3 CE’s)

Add to option 2: (See Below)

5) Jan Kiener- Precision Somoto Kinematics (6 CE’s) Developed by Doug Nelson and Jan Kiener

Precision Kinematics (PK) is a bodywork approach utilizing passive movements for both assessment and treatment of the musculoskeletal system. The effect on the nervous system is deeply relaxing, a perfect complement to both relaxation massage and highly specific soft-tissue techniques. Precision Kinematics is organized according to skeletal planes of movement of the body. PK can be used to transition from one massage technique to another, to integrate new range of motion possibilities after treatment, or to clarify where to direct further specific treatment.*Materials Needed: Massage table and loose clothing*

Option 1

|  |  |  |
| --- | --- | --- |
| SATURDAY, JULY 26 |  |  |
| ROOM A | ROOM B | ROOM C |
| KBLMT Ethics (AM) |  | George Cox (all day) |
|  | Lunch & Business Session |  |
|  |  |  |
| Denise Logsdon (PM) | Nancy Bloemer (PM) |  |
|  |  |  |

OR

Option 2

|  |  |  |
| --- | --- | --- |
| SATURDAY, JULY 26 |  |  |
| ROOM A | ROOM B | ROOM C |
|  |  | KBLMT Ethics (AM) |
|  | Lunch & Business Session |  |
| Denise Logsdon (PM) |  | Nancy Bloemer (PM) |
|  |  |  |
| SUNDAY, JULY 27 |  |  |
| ROOM A | ROOM B | ROOM C |
| Jan Keiner- PNMT (All day)\*\* |  | George Cox all day-Aromatherapy (all day) |
|  | Lunch On Your Own |  |
| \*\*(in the case Jan can’t teach) Dr Dell -lower leg/ankle/foot course OR Amber Davies- Trigger Point) |  |  |
|  |  |  |

WHO: AMTA-KY Chapter

WHAT: “Nurture Yourself” 2014 Summer Meeting

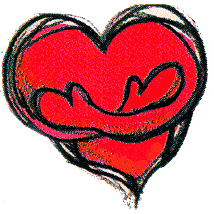
WHERE: General Butler State Park Conference Center, Carrolton, Kentucky

WHEN: 9:00 am – 5:00 pm, July 26-27, 2014

WHY: Earn 6-12 hours of CE credit; reconnect with fellow LMTs; contribute to Chapter decisions

COST: Saturday 6 hours - $30.00; Sunday 6 hours - $75.00 (price includes $75.00 in products for aromatherapy class) $100/both days 12 CE’s

DRIVING DISTANCE: Louisville=50 mi.; Lexington=70 mi.; Covington= 53 mi; Owensboro= 155 mi.; Paducah= 263 mi.

NURTURE YOURSELF

Close your eyes and imagine: crickets singing, lightening bugs rising, hiking trails, peace. Ahaaaaaaah!

What if you could nurture yourself in that peaceful environment while earning six hours of CE credit at the same time? What if you could bring friends and family along for a weekend of rest and play? Well that is what we are offering you!

AMTA-KY Chapter is presenting an unbelievable offer for Kentucky massage therapists this summer. The 2014 Summer Meeting is being held at the beautiful General Butler State Park Conference Center in Carrolton, Kentucky on July 26 (and 27.) Classes will focus on finding ways to reduce stress while increasing your knowledge base. We have reserved cabins, lodge rooms, and nearby hotel rooms at the almost ridiculously low rate of $89.00 per night.

Even better, for just a few dollars more you can extend your stay and earn another six hours of credit studying with \_\_\_\_\_\_ on Sunday.

We challenge you to find quality continuing education at $8.75 per hour ANYWHERE!

Fall Meeting - Saturday, October 25

We are currently seeking someone that would like to coordinate/shadow

Elizabethtown Visitors Center (Contract to be completed)

Ramada Inn – 12 rooms reserved for 77.00 plus tax, Friday October 24th

2- One day classes

Bare bones event. Classes only with no business meeting, boxed lunch on Saturday

2015 Spring Conference, Fri-Sunday, April 10-12, 2015 (Monday Post-Con)

Clarion Hotel, Newtown Pike, Lexington (contract to be completed)

Programming to begin ASAP

Need Volunteer to “shadow” Coordinators to learn how to put together a meeting

**Units:**

**Membership:**

This month our total membership number is 755.

We have 12 new members of which 8 are graduates, 3 are students and 1 has professional status.  We also have 2 transfers; 1 from Indiana to Owensboro the other from Virginia to Louisville.

The NKY Unit honored our 16 graduating massage therapy students from Gateway College in Edgewood with a pizza party before our unit meeting on May 7, 2014.

**Communication, Newsletter, Website:**

**Newsletter** - “Have requested submissions for next issue and am awaiting replies. Issue

should be to printer in 7-10 days

**Website** – The things that Kinna and Lisa are working on.

- The working Google login = webmaster@amtaky.org Lisa sent her the

password.

- A high-resolution version of your chapter logo, preferably with a transparent

background if it exists. This image needs to be at least 500x300px. I attempted to

work with the image that I pulled from your existing site and was unable to make the

background transparent while keeping the logo legible. WE NEED TO CHECK WITH

KENNY LYONS TO SEE IF HE HAS THIS.

- A zip file of documents that we would like migrated, including the high-resolution

images for the slider (at least 1000px wide)

- Any changes that we would like to the site navigation/header, working from the

suggested sitemap that I had sent over.

Kinna is having moderate delays in getting the changes that she needs from the other

developers on this project. So she is currently working on the above areas.

**Other Communications** –

NCBTMB Files have been successfully handed over to Cathryn Forester from Caren

Williams. Cathryn was given instructions on how to contact them so she can report her

address as to where the files will be kept. The files are now kept in RubberMaid type

file boxes and not in the file cabinet. The contents were too heavy for the old cabinet,

which was not very sturdy. That cabinet was thrown away.

**Marketing: Nothing to report**

**Benevolence:**

**Standing Rules:**

**Treasurer/Budget:**

Treasurer’s Report – May BOD Mtg – 2014

After several delays, the final accounting for the Spring Conference is attached. Please look it over and determine if any changes need to be made.

The current PnL is unavailable because Quickbooks is having an issue, but the one attached is through May 5. There are several inaccuracies, all of which I have addressed with Ruth. Communication is slow and cumbersome, and fixes are slower since we no longer do them in house.

The transition to national accounting has not been smooth, and the workload for me has increased because I now have to retrace my steps and resubmit paperwork. (I vaguely remember someone wondering aloud if this was a good move).

Two things that we no longer have to do are:

Monthly Bank Account Reconciliations

Audits at the local level

Other than those two benefits, I’m not sure anything else has proven to be a benefit.

The Bank Statement for April has not been received.

Submitted 5/12/14

C. David Phillips, Treasurer

**Next meeting was confirmed for June 9th at 7pm.**

Sandy Gadd motioned to adjourn and the meeting was ended at 8:32pm.

Respectfully submitted by Cathryn Forester, 1st VP.