

MTAM Meeting Notes 06/15/2016

- In attendance Christy Holland, Jillian Johnson, Claire Klein, Jennifer Hicks, Michelle Sieben, Kendri Scarborough, Jessica DeVillers (via speakerphone), Amy Furman
- Claire called the meeting to order at 6:22pm.
- Agenda discussed, Jen moved to approve agenda, Vote called - unanimously passed.
- Follow up regarding case of overcharged tea – MTAM was charged \$80 for tea we did not order regarding conference GLR meeting. Claire followed up and emailed GLR conference VP, explained that we paid the cost but we hadn't ordered it. President of GLR stated we would be refunded the \$80. Check should be forthcoming.
- State Conference – Follow Up – Overall positive. Issue with lunch order. This is an issue with Paypal account. Jillian explained, paypal sends one email for a bunch of people but only lists one main person. Must click through and open the full list. Now this is a known issue, and will be easier to track in the future. Possibility of separating out the MTAM treasury email from the Google group, so there aren't as many emails going to that account and it is just for the paypal interactions. Summary forms – high ratings. No ratings below excellent on any forms. Physical environment complaints – too dark, too cold, projection on the brick was difficult to see, no tables for lunch or note taking. Two people didn't claim their certificates. General comments – People wanted more information on clinical uses of Misty's adapted equipment. Someone compared Misty's presentation to a Tupperware party. Venue comments – many people liked convenient location and parking, people found the chairs very comfortable. Overall positive reviews and successful conference.

- Looking forward to Fall: Topics suggested for future conferences on summary form – working with interdisciplinary teams, music technology, song-writing, self-care and compassion fatigue, supervision and advocacy, private practice, Ethics.
- Claire received a card from Laura Vanderpool at Allina health in Buffalo. Interested in conference on Mindfulness. Jennifer Pelletier would love to host a conference at the School for the Blind in the future – in Faribault.
- BRAINSTORM related to topics proposed: Jessica DeVillers is working on a application for GLR call for papers about advocacy. Discussion about this as topic for future conference as well as looking at grouping in topics of interdisciplinary team, and internship start up and professional supervision. But this would require panel again with additional speakers again which can get complicated. Possibly include a break out for students about how to participate in supervision and understanding types of supervision they'd benefit from. --- BRAINSTORM regarding topic of mindfulness. Brainstorm regarding musical skills workshops – Amy Furman suggestion of Orff type topic.
- (Claire feeling like a Debbie Downer by finding the challenges in each brainstormed topic and pointing out the limitations).
- How do we go about planning a conference on topic of supervision, or panel for working as interdisciplinary team, advocacy, etc.?? Barbara Else name mentioned, has talked at Pentagon regarding Music Therapy. Possibly do so many hours of advocacy and on supervision, and then a Panel on practical implementation of that within different settings, and have pre-prepared questions and a facilitator who drives it. But also allowing panelists opportunity to share a little about their structure. Dawn Miller suggested as good panelist for intern supervision. Put out ahead of time for questions attendees might want to know. Internship supervisor, College Program director, additional interdisciplinary team supervisor. Discussion will be thrown to e-mail.
- Location for fall Conference – Venue used for Spring – many pros, some cons. Could also revisit previous options – Claire's church still option but

parking is rough there. Moving forward – continue to brainstorm people, dates, and locations. Claire to make doodle for date.

- Approval of Minutes – Michelle Moved to to approve minutes from April, March, and May, vote called – unanimously passed.
- Thank You Cards – One to Christina for all the work she did to help with conference in the Spring, coordinating and arranging furniture, technology.
- Budgeting – Important to be sure our income covers all of the scholarships we are saying we can give. This is template to go forward. Aim to approve a budget in January of 2017. Question of how the total expense became 17,110. Several errors found on form. Claire will work out a regular spreadsheet instead of the pre-set excel one she used. Board to take budget, reflect on it, and share thoughts on this in future meeting. Format nice, but math is not correct right now.
- Officer Reports:
 - President: No applications for instrument scholarship. Currently only 1 applicant for early bird conference registration. Email and posting forthcoming by PR. Policy and Procedures Manual – started several years ago, but wasn't ever finished – would be nice to have current board write out their policies and procedures for their duties.
 - Past President: Jessica DeVillers - Promote friends of MTAM award, and Dedicated Service to give out in Fall.
 - President-Elect: Publicity for internship stipend. Clarified by Jen. Description of Internship scholarship has “Demonstrate financial need” but we don't actually require that demonstration. Michelle to look at rewriting that wording.
 - Vice President: Kendri – no further report
 - Secretary: Melissa – having baby, not present, no further report.

- Treasurer: Jillian – expenses to date: \$1,564.00, Current account balance: \$10,634.96. Prior to conference total was \$12,205.38. Need for budget so we know we aren't losing money. There are two outstanding checks that have not posted yet one for GLR and one for CBMT. Paypal balance: \$2,058.31, TCF Balance: \$8,576.65 - \$8,000 transferred from Paypal. Current membership 13 students, and 72 Professional. Planning to start making the budget reports like Dan had done and uploading to Google Drive. Paypal glitch this week – charged someone twice. Has been resolved. Jillian has duffel bag full of swag, Jen will take it and store it.
- PR: Jen gets a lot of emails. Many job postings – 8 added in May alone. Many information requests from students - Particularly shadow requests. Woman from Amsterdam did some interviews about Music Therapy with several MN MTs. She stated she was very impressed with the professionalism of Music Therapists in the states and they demonstrate a significant knowledge of goals and process. Maggie and Pete still need to submit Bios.
- Website: Christy – 822 visits to website in month of May. Job postings going up as quickly as possible – within 48 hours of submission. Possibly will create part on website – MTAM in the news – to showcase people being featured in news/articles etc.
- Newsletter: Beth – not present – emailed nothing to report.
- Gov't relations: Melissa – Amy gave update – would like to see people talking to their PR departments to make connections for us – Good publicity that Claire did recently. Getting word about Music Therapy out there. Legislators who have personal experience or knowledge are more helpful, so the more good PR we have about MT the better off we will be. Looking ahead to develop Allies to have on our side and who we can work with – where do we need to build allies, maximize connections. Amy

will write up a blurb that can go out to members about PR stories, etc.

- Reimbursement – no update
- At Large – nothing further.
- Claire and Amy at GLR – Music and Memory session - Open dialogue about collaboration between Music and Memory and MTs - Claire trying to reach out to representative for our region from Music and Memory – no responses yet. Suggestion to contact Kat at MusicTherapyEd.com they are doing series on this right now.
- Meeting reflections – Nice location. JULY – email conversation in lieu of meeting.
- **NEXT MEETING: 6:30pm, August 3rd, Lyndale United Church of Christ/Springhouse Ministry Center on west 28th and Lyndale. 610 W 28th Street Minneapolis 55408**
- Adjourn: Christy made motion to adjourn. Voted – unanimously passed.