

Music Therapy Association of Minnesota Board Meeting
Monday, August 11, 2014
Park Pointe apartments

In attendance:

Jessica DeVillers, President

Claire M. Klein, President-Elect

Pete Meyer, Past President (arrived late, but told some jokes)

Dan Anderson, Treasurer

Krista Nelson, Website Editor

1. Call to order at 6:58pm, Dan – moved, Claire – seconded, motion carried
2. Approve minutes from previous meeting, Claire – moved, Dan – seconded, motion carried
3. Officer updates
 - a. Treasurer – two checks cashed, President AMTA registration and scholarship for MTAM conference
 - b. Government Relations position accepted by Melissa Hirokawa
 - i. Follow up to confirm that she is added to MTAM Google group and email list
 - c. Vice President reported via email that all seems in order for the fall conference. The speaker is out of town at the moment, so we are waiting to hear back from him.
4. Scholarship Stipend Applications reviewed and voted on by attendants. 2 applications received.
5. By-laws
 - a. No board members made suggestions via e-mail.
 - b. Clarified language on numbers of members needed for a quorum at a business meeting and at an executive board meeting.
 - i. Vote on language by board will be done via e-mail.
 - c. Mission Statement – Keep working on it and have members vote on it at the next GLR
 - d. Pres. DeVillers will send out revised By-Laws for membership to review before fall conference business meeting
6. Budget
 - a. To be refined after mission statement is written
 - b. A non-profit's goal is cash reserves but cannot be more than 50% of allocated budget. However, allocated is different than actual spending
 - c. Have been working with Paul Hogan from GLR
 - d. Spending more money lately
 - i. Increasing stipend
 - ii. Free conference and speakers
 - iii. No money made for spring conference next year (GLR conference instead)
 - iv. Average revenue \$6370 and spent \$6500 with average loss of \$227
 - e. Areas for budget

- i. Conferences
 - 1. Food
 - 2. Space Rental
 - 3. Registration revenue
- ii. Board expenses
 - 1. Food
 - 2. Registration for AMTA and GLR conference
- iii. Office supplies
- iv. Public Relations
 - 1. SWAG
 - 2. Website registration
 - 3. Pay Pal Account fee
- v. Stipends
 - 1. Internship
 - 2. Friend, Service, and Lifetime achievement awards
 - 3. MTAM conference scholarship
 - 4. CMTE at national and regional conference
 - 5. AMTA dues scholarship
 - 6. Potential new stipends: New program or new instrument for your workplace fund; Lost or stolen instrument fund
- 7. Adjournment at 8:48, Krista - moved, Pete - seconded , motion carried