

March 22, 2019

Music Therapy Association Meeting at the home of Jessica DeVillers

In attendance: Michelle Sieben, Jessica DeVillers, Kay Leudtke-Smith, Megan Drukrey, Amy Furman, Stephanie Hubbard, Amber Stefan, Beth Engelking, Christy Holland, Claire Klein

7:07pm – Call to order

- Approved agenda (Claire Klein motions, approved unanimously)
- Approved February meeting minutes (Megan Drukrey motions, approved unanimously)

President's Report (Michelle Sieben)

- Attended Great Lakes Regional conference last week
 - A record number attended, 560 with 25 from Minnesota
 - A membership survey will be sent out in early September to help with strategic planning
 - New GLR board members are now in place
 - Deadline for Voice of the Lakes newsletter March 24
 - Advocacy role play videos now available. If there are advocacy issues, please share with Jessica DeVillers.
 - There are openings in the GLR mentorship program for mentees. Only 50% of mentors are utilized but those that participate in the program have given positive feedback.
 - Alverno is hosting a MATADOC training this summer. It is a course that will equip delegates to use the Music Therapy Assessment Tool for Awareness in Disorders of Consciousness. Registration is open to all.
 - There was a Town Hall session with the current director of AMTA who wants transparency and is preparing a strategic plan. Others expressed concerns about the AMTA website, more visibility of the career to High School students, and getting to know the paid staff better
 - The Membership Support Fund is available for members needing financial support
 - AMTA conference is here in Minneapolis. Proposals for concurrent sessions due April 12
 - There are 8100 MT-BCs according to CBMT but only about 1/3 are members of AMTA. Further investigation of barriers to come
 - Next GLR conference held 1st week of March in Schaumburg, IL (outside of Chicago). Rooms \$129/night, free parking available
- Send all information for Michelle to add to slides for business meeting by **Wednesday, April 3**
 - **Follow Up responsibility for all board members**
- Robert Kagin is looking for funding to continue her history of music therapy in MN project. She will submit a formal proposal. Presented what she has found thus far at GLR.
- Member scholarship opportunity coming up at end of April. Some applications held over from previous deadline
 - **Follow up: Brianna to send out reminder about scholarship deadline**

Past President's Report (Claire Klein)

- Will honor Dawn Miller as lifetime achievement winner, Amy is not able to make it and we will present to her sometime later this year or next
- Candidates thus far for 2020-2021 board:
 - President-elect: Ericha Rupp, Sarah Kneeland
 - VP: Amber Stefan, Destiny Boyum
 - Secretary: Lara Hermanson, Alanna Williamson, Linnea Larson
 - Treasurer: Melody Schuldt, Daniela Schmiedlechner
 - Public Relations: Erin Lunde, Ellie Mehr, (Anna Covington yet to confirm)
 - We would like to hold elections soon to not lose momentum and to be able to easily transition into the next board.
 - Bylaws state “by or at” the fall meeting and “at least 4 weeks before” the fall meeting.
 - Elections will be open: April 15 – May 15
 - Motion to pay \$19 fee for ElectionBuddy (made by Megan Drukrey, passed unanimously)
 - Follow up actions:
 - Claire to set up ElectionBuddy and coordinate with Brianna to send out email
 - Claire to send pictures and names of candidates to Michelle and Beth

President-Elect Report (Stephanie Hubbard)

- Sent out acceptance and hold letters to the appropriate intern stipend applicants. The winner will send photo and information for newsletter.
- Shared estimate from caterer including menu options and breakfast items. Will work with \$15/registrant budget (approximately \$480). There should be enough food to serve everyone, even if they sign up after the early bird deadline. Breakfast items will not be needed with a later start in the day.
 - There will be a full hour for lunch served in the cafeteria. Coffee will be available net to the meeting room. Leftover food will be donated to a woman’s shelter
 - Follow Up: Stephanie to confirm numbers and menu with caterer
- Roberta’s celebration book is done and will be presented to her at the MTAM conference
 - Follow Up: Michelle will email Roberta to confirm her attendance and help connect her with a ride to the conference

VP Report (Megan Druckrey)

- Will be at conference venue by 8am for set up with Jenny. All should plan to arrive by 8 to assist in this work
 - Jenny offered her extra bedroom for someone to stay if they would like
 - Payments for conference: \$500 speaker fee made out to Jenny (She plans to divide that between her fellow speakers), \$100 donation to Jenny for setting up, \$150 donation to Music Therapy department of the school
 - Follow Up: Amber to prepare checks and documents for conference
 - Follow Up: Brianna to send out reminder for conference rideshare sign up
 - Follow Up: Brianna to bring MTAM swag to conference

Treasurer Report (Amber Stefan)

Membership	Professional: 62 Student: 19 Lifetime: 5 – Roberta Kagin, Bridget Doak, Bill Webb, Kay Luedke-Smith, Dawn Miller
Financial	Checking: \$5494.91 Paypal: \$8038.86 Petty Cash: \$748.50 TOTAL: \$14,282.27 Year to Date Income: \$2728 Year to Date Expenses: \$1160.30 Year to Date Difference: \$1567.70
Other Notes	<ul style="list-style-type: none"> • PayPal Issues, Card Reader • Received grant check from Cannon Family Foundation • Allocating money for student registration to conference

- Amber has been attempting to switch access and permissions for PayPal from original owner of the account to her so that we can obtain a card reader. This process includes sending in forms, social security card, and photo ID. PayPal has not accepted the application but without explanation and state “they do not have phones.”
 - Amber wondered if we could switch the account to the president-elect and follow that person for 6 years so we could avoid the number of transfers done.
 - Follow up action: Amber to research other accounting and payment software options including Wave.
- Amber already submitted tax postcard
- Amber received the grant check from the Cannon Family Foundation for student registrants for conference
 - Follow up action: Megan to create a feedback form for students to report impact of the gift

Government Relations (submitted by Maggie, read by Michelle)

- Community Hill Day moved to March 30, please attend
- No hearing for licensure bill this session

Public Relations (Brianna Larsen)

- No update

Secretary

- No update

Website (Christy Holland)

- Job postings have been updated
- Follow up action: Christy will switch over the early bird registration on Sunday

Newsletter (Beth Engelking)

- Follow up action: Board members and others to submit articles by April 14. Brianna to send out reminder to membership
 - Michelle spoke with students from the U of MN at length during the GLR conference about getting support to attend conference and receiving updates. Augsburg held elections and their student group is reforming

Other business

- Kay is working with AMTA regarding the status of the Good Samaritan internship site.
 - Follow up action: update Christy so that website can accurately reflect status

Future business

- Update Conflict of Interest section of bylaws
- Revisit treasury needs and software
- Recap the MTAM Spring conference
- Discuss reducing meeting frequency as we prepare for AMTA

8:30 adjourned