

MTAM Meeting Minutes – 5/21/19

Attendance: Amber Stefan, Stephanie Hubbard, Michelle Sieben, Amy Furman, Brianna Larsen, Jessica Nagel, Kay Luedtke-Smith, Claire Klein, Christy Holland

Motion to approve agenda - Motion passed

Motion to approve April Minutes - Motion passed

Website Link Request

- Mesothelioma Center asked MTAM to add their link to our website – after board reviewed Mesothelioma Center website we declined to add their link and due to their description of music therapy the board feels the need to have advocacy reps follow up.
- Amy moves that MTAM request that Jess DeVillers as Advocacy Rep follow up with Mesothelioma Center regarding their representation of MT – Motion passed

Jenn Werner Fund Policy Procedures

- Purpose: Funds available for immediate assistance to MTAM members who have experienced a catastrophic life event (themselves personally or immediate family member).
- How to distribute Funds:
 - Specific application – same format as professional scholarship application
 - Application link on the website will have information about the origins of the fund in remembrance of Jenn
 - Members may also be nominated by another MTAM member
 - Board may identify professional scholarship applicants who may be a better fit for the Jen Werner Fund
 - No deadline – applications/nominations may be received at any time
- Fund management:
 - Motion to create a separate account to manage Jenn Werner Fund
 - Funds will be replenished:
 - Through occasional fundraisers
 - Board will ask members to donate each year
 - MTAM merch proceeds
 - Claire will look into merch options from Café Press
 - Stephanie will look into merch options from Shameless ink
 - Potential merch items: T-shirts, mugs, water bottles
 - Sell Merch at fundraisers, have display items and ipad to complete online purchases
- This fund is different from the MTAM Member Support Fund which continues to exist to provide flowers on behalf of the board for MTAM members in need

Minneapolis Foundation Grant

- MTAM received a \$2500 grant from the Minneapolis Foundation with the support of Ed Cannon from Zivix. Ed plans to recommend MTAM for the grant each year
- Initial purpose: To support student members attendance at MTAM conferences and to allow MTAM to provide donations to U of M and Augsburg MTSA programs as they report back for National and GLR conference
 - Additional uses of funds:
 - To support professional continuing education opportunities as funds are available
 - Student who has significant financial needs?
 - MTAM sponsorship of Passages conferences/student events
 - 2019 Funds
 - About \$600 has been donated to U of M MTSA
 - About \$150 was used to cover student registration for spring MTAM conference
 - Motion to use remaining funds to offer \$100 for the 12 professional scholarship applicants who didn't receive an award and who mentioned needing a scholarship to cover cost of AMTA membership and/or conference registration. Motion passed.
 - Managing funds
 - MTAM treasurer will maintain detailed notes about how these funds are used from within the MTAM bank account. Board will report back about how funds have been used.
 - Stephanie will continue relationship with Ed Cannon and will facilitate connection with president elect when she is past president

Christina Wood's Grant Partnership

- Board discussed this possibility of co-sponsoring a grant application with Christina's company for the purchase of heartbeat recording machine
 - Board determined that it would not be appropriate for us to co-sponsor due to the qualification required for the grant in reference
 - The board encourages Christina to partnership with a hospital that may also directly benefit from the equipment

Other discussion items

- Continued discussion of possibility of instrument library
- MTAM will donate a raffle basket to AMTA conference
 - Basket will be MN themed and will be offer to pay shipping to raffle winner
- New Board
 - Stephanie will contact members potentially interested appointed positions
 - Elected members should connect with their replacements before December

Treasurers Report

Membership	Professional: 80 Student: 20 Lifetime: 6 – Roberta Kagin, Bridget Doak, Bill Webb, Kay Luedke-Smith, Dawn Miller, Amy Furman
Financial	Checking: \$8621.32 Paypal: \$6910.55 Petty Cash: \$505 TOTAL: \$16,036.87 Year to Date Income: \$9683.73 Year to Date Expenses: \$4611.06 Year to Date Difference: \$5072.67
Other Notes	Accounting and budgeting software: Amber looking into options other than PayPal to ensure the transition between treasurers goes smoothly

Website Update

- Christy adding a timeline to MTAM website

Gov. Relations Update

- Kimberly and others from the national team are going to schedule a phone meeting this summer with the MN Task force contingent to discuss plans going forward!
- Review MT week proclamation request

Next Meeting

- Late June/Early July
- Review Spring Conference feedback
- Conflict of Interest Policy