

AMTA - WI Board Meeting
Via GoToMeeting
June 22, 2014

Meeting called to order at 3:01pm by Lynn Kutz, President

BOARD MEMBERS present: Lynn Kutz (President), Casey Guilfoyle(1st VP/Education Chair), Kelsey Lyons(2nd VP/Membership Committee), Mindy Murkley (3rd VP/Awards Chair/Finance Chair), Marilyn Heckert (Treasurer), AnnMarie Kolb (Secretary), Terry Bauer(Member-At-Large).

COMMITTEE CHAIRS present: Sandra Pearce (Website),

GUEST present: Dawn Albrecht

Motion: Marilyn Heckert moves to approve the minutes from the March 24, 2014 AMTA Wisconsin Chapter Board Special Meeting via gotomeeting June 1, 2014 AMTA Wisconsin Chapter Board Special Meeting Via Gotomeeting. Kelsey Lyons seconded. Approved.

Consent agenda items: Reports from the following Committees: Awards, CoC, CSMT, Finance, Membership, Newsletter, Social Media, Display, Scholarship, Sports, Store, Treasurer, and Website.

MOTION: Mindy Merklely moves to approve the consent agenda. Marilyn Heckert seconds. Approved.

New Business

Lynn Kutz requests board approval of Committee Chair Appointment, Dawn Albrecht for the position of Newsletter chair. All in favor. Appointment Approved.

Kelsey Lyons expressed it will be more beneficial to order and assemble new member packets in bulk will result in overall cost and time savings to the chapter. **MOTION:** Kelsey Lyons moves that The Membership committee order packet supplies not to exceed \$1000. Marilyn Heckert seconds. Discussion. After discussion, Kelsey Lyons withdrew her motion. Marilyn Heckert seconds. All approved.

CEU approval by chapter. Lynn Kutz expressed that this could possibly be a source of revenue for the chapter. Lynn asked for a volunteer to research the requirements and conditions under which the chapter may approve CEU seminars. Sandy Pearce assigned to research this more. Sandy will have information for us at the next BOD meeting, August 2, 2014 in Eau Claire.

After discussion, the BOD set a time for August Bod Meeting to start at noon and end by 4pm on August 2, 2014, in Eau Claire.

Review reimbursement policies for National Convention Representation. Review policy for reimbursement and lodging for board members required to be at events.

MOTION: As National Convention registrations options change regularly, this year to attend all required functions for reimbursement requires full registration to achieve lowest cost to chapter, and no option to not include dinner dance if attending dinner dance if not attending (automatically included, even if only one day registration) Lynn Kutz moves to Strike from policy manual the sections

- If full registration is paid, must attend a minimum of one education course per day
- If not attending education, Board Members must pay reduced registration fee, dinner dance should also be eliminated from fee if not attending

and replace with: National Convention Registration fees for assigned Chapter Board representatives shall be reimbursed only when lowest cost registration option(s) for required and attended activities and seminars are selected. AnnMarie Kolb seconds. Approved.

Reimbursement review of lodging for volunteers at chapter meetings and National Convention.

MOTION: Marilyn Heckert moves that when drive time and meetings exceed 8 hours the option of an overnight stay be deemed necessary. Mindy Murkley seconds. Approved.

Quorum definition review

There has been some question as to what constitutes a quorum during board meetings.

Per Bylaws of the American Massage Therapy Association

ARTICLE XVI. CHAPTERS

6. Chapter Board of Directors

E. Chapter Board of Directors Meetings

5. Quorum and Voting

a. At any meeting of the Chapter Board of Directors, no less than a majority of the Chapter Board of Directors shall constitute a quorum; however, a smaller number may convene until a quorum is secured.

As the Wisconsin Chapter Board consists of Nine (9) positions, 5 members constitutes a Quorum. This is true regardless of the number of vacancies present on the board at any given time.

Vote requirements for Standing Rules differs from quorum:

Proposed Standing Rule amendments affecting the composition of the Chapter Board of Directors, qualifications, powers and duties of the Chapter Board of Directors, and nomination and election procedures shall be approved by a *two-thirds (2/3) majority vote* of the assembly at a Chapter Meeting. Proposed amendments to the Chapter Standing Rules, which must be approved by the professional members of the Chapter present, shall be sent to the Professional members of the Chapter no less than thirty (30) days prior to a Chapter Meeting. All other proposed Chapter Standing Rules shall be approved by a two-thirds (2/3) majority vote of the Chapter Board of Directors.

Strategic Planning/Goal Setting

Marilyn Heckert and Mindy Murkley discussed with the Board that they talked with our financial rep to discuss our stocks. They will research the money more and report what they find in August.

Lynn Kutz reminded the Board that the next meeting will be on August 2, 2014 at noon. Watch for an email reminder.

Lynn Kutz moved to a closed Executive session (elected officers only) to discuss collection of a member debt to chapter.

MOTION: Marilyn Heckert moved to adjourn the meeting. Mindy Murkley seconded. All approved.

Lynn Kutz, President adjourned the meeting at 4:46 pm.

Respectfully submitted by AnnMarie Kolb, Secretary