

**AMTA WI-Chapter Board Meeting Minutes Sept 23, 2018 6:00pm - 7:00pm  
Via GoTo Meeting**

**6:00p** Meeting Called to Order Meeting called to order at 6:01 pm by Jeffrey Montoya  
**6:00 to 6:10p** Roll Call: Jeffrey Montoya-President, Alisha Mell-Board Member, Leah Strutz-Board Member, Marilyn Heckert Financial Administrator, Mindy Murkley-Secretary, Casey Guifoyle-Education Chair, Pamela Radke-Social Media Chair, Horstman-Delegate, Excused:

Absent: Mary Schweiger - CSMT

**Quorum is 3**

**AMTA WI-Chapter Meeting Minutes:** June 23, 2018-Institute Of Beauty and Wellness-327 E St Paul Ave Milwaukee, WI 53202. Were Approved on June 30, 2018 via email after last meeting and sent to National and posted to the AMTA WI-Chapter Website.

**6:10p- Review:** Drop for September 23, 2018 Committee Reports- Determine Consent Agenda

**6:15p-** Motion to Approve Consent Agenda: Leah Strutz moved, Alisha Mell 2nds-All Approve

Time Keeper: Jeffrey Montoya

**6:15p-6:30p Review** Committee Reports not on Consent Agenda

[committee reports](#)

[Committee Discussions \(5 mins\)](#)

We need to appoint an Online Election Coordinator 6 months in advance. Marilyn Heckert Moved to have Mary Schwieger be the 2019 Online Election Coordinator, Leah Strutz 2nds. Motion carries.

**6:30 p-6:45p**

**Old Business**

Update on Nov 11, 2018 Budget Meeting and Chapter Leadership Training

9a-5p Bank of West Allis

Andrew Smith and Chris Volatrel from National coming to do Chapter Advancement Initiative (CAI) Leadership Training after 2019/20 Budget Meeting

Update on Newsletter

During discussion on eNewsletter-It was brought up that it's being sent out too close to Nationals messages which causes too many emails for members. WI emails may be less effective. The Board will have a discussion to alter contract prior to Budget Meeting. Would like to continue to have the eNewsletters outsourced and handled through Nicole Miller.

**6:45p -7:00pm**

**New Business:**

## **AMTA WI-Chapter Board Meeting Minutes Sept 23, 2018 6:00pm - 7:00pm Via GoTo Meeting**

Committee Chairs Update-Chapter Meeting Planning Chair-more discussion of duties needed. This includes speaking to Stepha Ksionda to see if she is interested in the role.  
Tabled

**Membership Chair**-Jeffrey Montoya Moved to appoint Jacci Horstman to Membership Chair. Mindy Murkley 2nds, All Approve.

Jeffrey Montoya Moved to Appoint Martha Karban to Sponsorship Chair. Leah Strutz 2nds.  
All approve

Community Service Grant/Research Initiatives-More discussion and development needed  
Tabled

MTF Conference May 2019

Alisha Mell Moved: The AMTA WI chapter to send 1-3 chapter members, in good standing, to The 2019 International Massage Therapy Research Conference May 9-10, 2019. (Alexandria, VA - outside of Washington, D.C.) with conference expenses and travel not to exceed \$1200 per member. Jeffrey Montoya 2nds (It's only held every 3 years). Motion Passes

### **Additional Education Opportunities**

Veterans Massage training Nicole Miller

Jeffrey Montoya moved: AMTA WI chapter sponsor bringing the Veterans Massage Training to Wisconsin in 2019. Approximate budget \$15,000.00. 40 CEs Marilyce Dorman is the lead on this project \$500 per student. Location will be in the Appleton area. Specialty Training to obtain National Certification. Leah Strutz 2nd, Motion passes

Marilyn Heckert Moved to extend the meeting by 10 mins. Alisha Mell 2nds all approved  
Pamela Radke expresses she would like to continue to have classes in the Eau Claire area.

National Opportunities Jeffrey Montoya reported. No response received from National as of 9/23/18

Marilyn Heckert Moved to adjourn the Meeting. Jeffrey Montoya 2nd and Motion Passes

**7:00p** Adjourn at 707 pm

*Motion: Mindy Murkley motions to approve the September 23, 2018 Board Member Meeting Minutes as edited. Alisha Mell seconds. All approve 10/19/2018*

---

## **AMTA WI-Chapter Meeting June 23rd, 2018**

**Institute Of Beauty and Wellness- 327 E St Paul Ave Milwaukee, WI 53202**

**Meeting called to order : Jeffrey Montoya, President called meeting to order 2:47pm**

**Board Members present:** Board Member Alisha Mell, Board Member Leah Strutz, Mindy Murkley Secretary, **Committee Chairs present:** Mary Schweiger CSMT & Sports Massage Team, Pamela Radke Social Media and **Delegates Present:** Jacci Horstman

**Assignment of Sergeant-At-Arms for this meeting:** Jill Anderson

# AMTA WI-Chapter Board Meeting Minutes Sept 23, 2018 6:00pm - 7:00pm Via GoTo Meeting

**38 Members in Attendance. 20 for Quorum.**

**Motion: To accept the Agenda,** Mary Schwieger Motions-Jill Anderson seconds. All Approved

**Financial Administrator's Report** Jacci Horstman. Gave the report for Marilyn Heckert. Jeff Montoya explained how important it is to get members to come forward and volunteer.

- **Awards - Volunteer Needed**
- **Advertising - Volunteer Needed**
- **Government Relations - Volunteer Needed**

Alyce O'Connor was invited to speak to the Members. The timeline on the eNewsletter will be short so members need to act fast. You need to call your legislators. The intent is to get the Bill introduced early in the session, January 2019.

- **Membership - Volunteers Needed**
- **Community Service Massage Team - Mary Schwieger**
- **Display - Marialyce Dorman**
- **Sponsorship - Martha Karban**
- **Education - Casey Guilfoyle**

Jeffrey Montoya announced the education events. Sara Wendt announced the collaboration with an event with Minnesota and a Regional Event.

- **Newsletter - Volunteers Needed**

Jeffrey explained how the Board approved money to be spent for newsletters and eBlasts. We have contracted Alyce O'Connor's firm to conduct a survey and start developing the newsletters.

- **School Liaison- Volunteers Needed**
  - **2019 Student Day - May 4, 2019**
- **Sports Massage Team-Mary Schweiger**
- **Website - Leah Strutz**
- **Social Media - Pamela Radke**

**Old Business** none

**New Business** May 1, 2018 Chapter Meeting Minutes Betsy Krizenesky-motions, Catherine Heron-seconds

**Motion to Adjourn** Meeting Trevor Clumpner-motions, Jacci Horstman-Seconds

**Motions carries-** adjourn 3:43pm

Approved on June 30, 2018 and sent to National Office, mmm

---

## Committee Reports

**Chapter Meeting Planning**(Door prizes)-Mindy volunteers to help plan the meeting. If invited to.

**CSMT- Mary Schweiger** Nothing new to report

**Display-Marialyce** Display items are stored at 1500 N Casaloma Drive #412, Appleton, WI. The AMTA-WI picture backdrop was a splendid addition to the 2018 spring convention.

## Education-Casey

CPR/AED 2018/19 ~ Milwaukee

AnnMarie Kolb, American Red Cross instructor

IBW hosting AnnMarie for CPR - 10am to 2pm

Monday, October 15

# AMTA WI-Chapter Board Meeting Minutes Sept 23, 2018 6:00pm - 7:00pm Via GoTo Meeting

- Monday, November 5
- Monday, December 10
- Monday, January 14
- Monday, February 11

**CPR/AED 2018~** Abby Bank Building 1500 N Casaloma Drive, **Appleton, WI 54913**

Mike Hare, AHA BLS Instructor 2012 - Current Facebook - [Nordic Mountain Ski Patrol](#)

Jim Spanbauer, AHA BLS Instructor 2012 - Current

Hosted by Appleton Massage Therapy Associates - Nancy Rezmer / Marialyce Dorman

(920) 882-1307 ext 4

- ❖ **ONLINE REGISTRATION *Open*** PLUS Registrations may be called in as well.

Nordic Ski Patrol offering CPR for Health Professionals 5:30 - 9:30 pm

- Thursday - September 13
- Thursday - October 11
- Thursday - November 15
- Thursday - December 13
- **Class Size and Cost** 12 is max class size

## **November 7, 2018, 6-8p :Abby Bank Building 1500 N Casaloma Drive, Appleton, WI**

Keith Kozareck, CPA WIPLFLI, Wausau

Small Business Accounting Tips: Keeping Score Online registration OPEN.

## **SPRING 2019 May 3-5, 2019 Lake Lawn Resort, Delavan, WI**

- Chapter Annual Meeting Saturday May 4: extended lunch 12 - 1:30p
- Student Day Saturday, May 4, 2018: Ramona Trudeau leading coordinating Student Day programming.

[Kathy Ginn](#)

Friday: *Path to Self- Leadership – Leading from Within-Power of Purpose and Mindset* 4 CE

Saturday: *Ethics as Soul Work* 6CE

Sunday: *Path to Self- Leadership – Leading from Within-Cost of Fear- the Gift of Faith* 4CE

[Healwell](#). *Healwell Presents: Opening to the Mystery with Lauren Cates & Kerry Jordan*

[James Waslaski](#). Upper 3 day 20 CE. We will start an annual/biannual series collaboration.

[Anatomy Trains](#)/Kinesis Workshops, LLC Arches and Legs 3 days

Calladora Spa Reception SATURDAY 7-9 CONFIRMED

Leah Strutz wants Entertainment sub Committee for this event.

Presenters to submit feature articles NLT 9/28/18 to be included in October newsletters. Registration to be open by mid October 2018.

## **September 20-22, 2019 Rochester, MN**

### **Collaborating with MN chapter !**

President Erin Hewitt phone call 9/11/18 discussing 2019,

Ace cupping and Jason Erickson with DNM. 16 CE each course

WI will contract Doug Nelson to teach 8-16 CE that weekend.

Doug agreed to be keynote speaker for MTF Fundraiser social/dinner MN/WI chapters will share Friday, September 20, 2019.

Working on: Massage for Veterans, Nicole Miller 40 CE certification program Feb/Mar 2019

Gross Anatomy (cadaver) Lab Marquette or Concordia University Milwaukee, WI. TBD 2019/2020

Next Meeting: Tuesday, **10/2/18 7:30 pm** GoToMeeting

**Pamela Ratke would like to set up more CEU Classes in the northern part of the state. (Eau Claire area). The first one was a success. The Twin Cities is not too far away and we may have therapists that are interested from there. She has support and can get some local education team members together in the area. Will investigate further.**

## **Financial Administrator-Marilyn Heckert**

**Reimbursements-**I am asking anyone that still needs to submit a reimbursement request from convention please do this ASAP, you only have 90 days from date of expense.

## AMTA WI-Chapter Board Meeting Minutes Sept 23, 2018 6:00pm - 7:00pm Via GoTo Meeting

**Venues/Contracts**-I was informed by chapter legal that all venues must have a contract even if it is a free facility or even a members home hosting the event. I have a template for this contract that I will share with the Education Committee.

**Chapter Investment Accounts**-We have closed our chapter investment accounts with Edward Jones. I was asked by National if we would like them to reinvest some of it for us. We have about 110,000.00 in checking. I do not believe we will have much less than that at the end of our fiscal year (2/28/19).  
**Marilyn advised entire board that all venues used for chapter events must be ADA compliant.**

### **Government Relations Update**-*Jeffrey Montoya*

We have hosted two government relations calls to try to build a team of people to work on GR. Each has had 3-4 people. Thank you Alisha for joining both of them. Continued outreach is important to build this committee.

We are looking to have a meeting with our bill author, Rep. Paul Tittl in October. We will need massage therapists from his district (Manitowoc) to join in.

A draft bill is being prepared by Rep. Tittl's staff. Alice is looking for feedback on her white paper.

We are aiming to have a lobby day in Madison in March

Alice has also gotten information from the Attorney General on the use of CBD oil by massage therapists. We will publish this information in the future newsletter.

**Membership/Awards**-**Jacci Horstman is interested in being the Chair.** She has trained with Mindy Murkley and Kelsey Lyons for the past year on the duties of the position. With continued support she feels she can accomplish the tasks.

### **Total Membership-**

#### **Breakdown:**

New Members-

Member Transfers-

Member Reinstates-

Graduates-

Professional Active-

Professional Inactive-

Professional Retired-

Students-

Supporting Members-

### **Newsletter updates**-*Jeffrey Montoya*

Newsletter have gone out every two weeks since July. Readership has increased to about 30% Nicole is doing a great job of keeping it organized and on track.

Paper Copies are down to under 50. This still represents an expense to the chapter.

## **AMTA WI-Chapter Board Meeting Minutes Sept 23, 2018 6:00pm - 7:00pm Via GoTo Meeting**

We are in need of local content. Alice would like to write some features on our members. I will be putting together a list of names. If you'd like to be featured or know of someone who would, please let me know.

We anticipate lots of GR content and education content in the coming months.

**Online Elections-Mary-**A coordinator needs to be appointed 6 months prior to the annual meeting. With the meeting in early May, the board needs to appoint someone in late October/very early November.

I am willing to hold this position again.

**Chapter Policy Manual-**If there have been changes that you know of please make sure they are changed! It's all of our responsibility to keep the manual updated and accurate.

### **President's Report-Jeffrey Montoya**

I have been working to build the government relations and school committees. I would like to work on a committee a month moving forward. Our current only functioning committee is education (GR and schools are on their way). Membership is next on my list. Looks like Pamela would like work on social media.

I am very excited about the prospects of bring Nicole Miller to Wisconsin to present training on working with veterans which will open up the possibility of NCBTMB speciality certification (this will be the first time it is offered outside of NY).

Nov. 11 will be our budget meeting and CAI training presented by National. It will be held in West Allis. I'd like to firm up a schedule for 2019. We need to set BOD meetings.

### **School Liaison/Scholarship-Open**

A conference all is set for this week (Sept. 24) with Ramona Trudeau, Jacob Thomas and Kathy Ginn who have expressed interest in the school liaison position. I am hopeful they will form a school committee which will focus on planning student day and outreach to schools.

### **Social Media-Pamela Radke**

- AMTA-WI Facebook page has 851 likes as of 9/18/18. Our most engaged post was on 9/1/18 with 44 likes, this was the announcement of Lynn Marie Kutz receiving the 2018 Meritorious award, although this post had 44 likes the post reached 719 people that day. I have been adding events as they are presented on our website or as other members request so.

The social media chair is still needing a committee and looking for volunteers.

### **Sponsorship (Donations/Swag Bags) Vendors (Door prizes)-Martha Karban**

Reviewing Sponsorship, Vendor, and contributor list from 2018 AMTA Convention.

The only committee member I am aware of is Mindy.

I would ask board members to view the list and add comments or give me leads on potential sponsorships or vendors you would like me to pursue.

**AMTA WI-Chapter Board Meeting Minutes Sept 23, 2018 6:00pm - 7:00pm  
Via GoTo Meeting**

**Website-Leah Strutz**

Currently working on the website to make it more user friendly. There has been news and events postings along with the current newsletters placed on the site throughout the past month. Items have been updated and still continuing to ensure updates are made throughout each aspect.

*Board Minutes Approval Motion:*

Motion: Mindy Murkley motions to approve the September 23, 2018 Board Member Meeting Minutes as edited. Alisha Mell seconds. All approve 10/19/2018.





