

**AMTA-WI Board Meeting**  
**July 26, 2009**  
**Altoona, WI – Kay Peterson’s House**

Meeting called to order at 10:55am by Amy Remillard.

Board Members and Committee Chairs present: Amy Remillard (President), Kay Peterson (1st VP/Newsletter Editor/Education), AnnMarie Kolb (Secretary), Erin Witthun (3<sup>rd</sup> Vice President/Outreach). Ellen Wittwer (2<sup>nd</sup> Vice President/Awards) and Betsy Krizeneky (Immediate Past President/ Law & Legislation) joined us by phone.

Approval of Meeting Minutes. **MOTION:** Kay Peterson moved to approve minutes as corrected. Shane Granzow seconded. All approved.

**Board/Committee Reports**

**President:** Amy Remillard reported that as of June 30, 2009 there are 1830 AMTA-WI members.

**1<sup>st</sup> Vice President/Newsletter Chair:** Kay Peterson reported that for the first time in her history with our chapter newsletter, we have past due advertising. Newsletter went out on time. Kay reported that there are a couple of members that would like to sell equipment at the next chapter conference in the vendor area. After discussion, we need to write up a liability policy.

**2<sup>nd</sup> Vice President/Awards:** Ellen Wittwer reported on her CVOP experience. She did a lot of networking and learned a lot. Ellen ordered our new shirts to be worn at our Education Conferences.

**3<sup>rd</sup> Vice President/Outreach:** Erin Witthun reported that she did chair massage at the Wausau Relay for Life Event. Erin has not received any more offers to come to events. She is doing research on what other chapters do currently. Connecticut Chapter raises money at events to support an organization, like American Cancer Society. After some discussion, the board decided that we should ask the chapter for their opinion on who our Chapter should support this same way.

**Treasurer/Sports Massage:** Shane Granzow reported on the reports from National say that we have the following moneys in our accounts: \$32,422.88 in our Checking Account, \$125,593.15 in the Edward Jones Investment account, and \$98,865.22 in the Tri City CD. Our total assets are \$256,881.25 at the end of May.

Shane also reported that we are going to team up with Sports in Wisconsin. This will allow us an opportunity to work at the Summer and Winter Badger State Games in the next year. He has contacted the Special Olympics and Transplant Olympics and other organizations to get out into the community doing Sports Massage.

Shane is also working with Judy Wu to get our website updated with forms we can print off, including the Expense Report form.

**Secretary:** AnnMarie Kolb handed out updated Policy Manuals. She asked that we look at them and get corrections to her before September.

**Immediate Past President/Law & Legislation:** Betsy Krizenesky reported that as of July 26, 2009 our bill has yet to be circulated by Representative Berceau's office to get assembly sponsors so that it can be formally introduced to the legislature. This is due mostly to the preoccupation by legislators with the budget but now that is done, we should be able to move forward. She has frequent communication with Rep Berceau's office helping them respond to constituent concerns and objections, also with our lobbyists. Tom Fonfara (colleague of Tony Driessen) has said he would very much like to get it introduced and through at least one committee by November. She cannot over emphasize the importance of constituent contacts for the success of this bill. Just as soon as we get the OK from Rep Berceau's office we will do a mass mailing to members with a sample letter.

**Education Committee Report:** Erin Witthun reported for Amy Appel and Mya Rowe. They toured the LaCrosse Center. The Board of Director meeting will be on the Saturday night at 7pm. Amy is still waiting to get a contract back from Bryan Born. As of now there are small numbers registered. The committee has set a date of February 20-22, 2010 for the next Educational Conference and Chapter Meeting to be held in Madison, WI.

**Display Unit Chair:** Amy Remillard reported that Lynn Kutz is working on getting numbers and new Display unit information and our Yahoo!/Facebook stuff.

### **Old and New Business**

**Delegate Policy:** Amy Remillard reported that AMTA National has changed the Delegate terms for the next election year. Those who were elected in 2009 will serve in 2010 AND 2011.

**NEW POLICY:** Whereas delegates/alternates are elected by the Professional Members to attend the Annual National Convention as representatives of the AMTA-WI Chapter they shall serve in that capacity, attending the convention following the year in which they were elected.

The AMTA-WI Chapter shall cover delegate expenses incurred by said attendance (**maximum** amount to be determined by the Chapter Board of Directors and approved by the membership at the Chapter Annual Meeting) provided the Delegate fulfills the duties described in the Chapter Policy Manual regarding Delegates.

Reimbursement shall occur after completion of all duties has been satisfied and proper documentation in the form of original receipts has been submitted to the Chapter Treasurer, with the exception of the registration fee, which will be paid prior to the convention.

Exceptions may be granted on a case-by-case basis after discussion and approval by a majority vote of the Board of Directors.

Alternate duties will be assumed at the time of acceptance of the position of Delegate to fulfill the remainder of the term.

**MOTION:** Kay Peterson moved to accept the new delegate policy as written. Ellen Wittwer seconded. All approved.

**BOD/Committee Chair Consequences:** Amy Remillard reminded us of a discussion we had at another meeting about Committee Chairs and a policy regarding them attending meetings.

#### **NEW POLICY:** Committee Chair Responsibilities

13. Attend a minimum of two Board of Director Meetings per year; either in person or via teleconference.
14. Attend and present an oral report at a minimum of one Chapter Meeting annually.
15. Provide a written report to be published in Connecting Hands a minimum of 2 issues per year.
15. Submit proposed budget to Treasurer before November BOD meeting. Seek and obtain approval of expenses to be covered by budgeted Chapter funds.
16. Seek and obtain approval from the Board of Directors for all activities to be done under the name of the AMTA-WI Chapter.
17. Failure to follow these responsibilities will lead to termination of the Chair Position or non-reimbursement of expenses incurred.

**MOTION:** Kay Peterson moved to accept all new committee chair responsibilities policy. Ellen Wittwer seconded. All approved.

#### **Chapter Officer Responsibilities**

Kay Peterson wanted to remind the Board that we are all editors of the newsletter. It is our responsibility to correct and respond to mail from the editor.

We are adding NEW POLICY to the current Policy Manual for Board of Directors.

**MOTION:** Shane Granzow moved that this policy be added to our current policy: Serve as a member of the editorial team for the Connecting Hands newsletter. Editorial duties include thorough checking of the accuracy and grammatical correctness of each issue of the newsletter in a timely fashion, response by email by indicated deadline. Betsy Krizenesky seconded. All approved.

**Job and Committee Chair Descriptions:**

Erin Witthun presented the job description of the Outreach Committee from Maine.

**Rules of Engagement:**

As a group we looked over the Rules of Engagement to be sure they still pertain to us.

Upcoming Board of Director meetings: September 12, 2009 6:00pm at the LaCrosse Center. November 14 in Madison and February 20 in conjunction with the Chapter Conference and meeting.

**MOTION:** Shane Granzow moved to adjourn the meeting. Erin Witthun seconded. All approved.

Meeting adjourned at 12:53pm by Amy Remillard