

American Music Therapy Association Mid-Atlantic Regional Chapter

Delaware • D.C. • Maryland • New Jersey • New York • Pennsylvania • Virginia • West Virginia

MARAMTA Executive Board Meeting

AMTA National Conference Atlanta, GA

Thursday, November 17th: 6:00-7:20 PM

MINUTES

NOVEMBER 17-18TH, 2011

AMTA CONFERENCE, ATLANTA, GA

KRISTEN O'GRADY

MEETING CALLED BY	KRISTEN O'GRADY, President		
TYPE OF MEETING	MEETING EXECUTIVE BOARD MEETING		
FACILITATOR	KRISTEN O'GRADY, President		
NOTE TAKER	GABBY RITTER-CANTESANU, Secretary		
ATTENDEES	Mark Ahola, Newsletter Editor; Noel Anderson, Finances; Deborah Benkovitz, Past President; John Carpente, PR Chair; Maria Hricko Fay, GR Chair; Marie Gainsford, VP for Membership; Nicole Hahna, Student Affairs Advisor, Melissa King, Regional Event Planner, Barbara Maclean, Parliamentarian; Julie Neal, President Elect; Kristen O'Grady, President; Gabby Ritter-Cantesanu, Secretary; Carol Shultis, Historian; Brigette Sutton, VP for Conference Planning-Elect; Gary Verhagen, Assembly Chair, Mike Viega, VP for Conference Planning; Emily Walsh, VP of MAR-AMTA; Barbara Wheeler, Archivist		

Opening Procedures I.

A. CALL TO ORDER AND INTRODUCTIONS

DISCUSSION	DISCUSSION K. O'Grady called the meeting to order at 6:01pm.					
CONCLUSIONS	S K. O'Grady appreciates everyone's attendance, hard work and diligence, and for coming out in the weather to attend the					
	meeting.					
B. APPROVAL	L OF AGENDA KF	RISTEN O'GRADY				
B. APPROVAL	L OF AGENDA The proposed agenda was electronically distributed to Executive Board (EB) Members.	RISTEN O'GRADY				

DISCUSSION	ION The proposed agenda was electronically distributed to Executive Board (EB) Members.		
CONCLUSIONS	DNCLUSIONS Motion to approve the agenda: D. Benkovitz; motion carries.		

C. APPROVAI	L OF MINUTES KRISTEN O'GRADY
DISCUSSION	The proposed minutes were electronically distributed to Executive Board (EB) Members (September, 2011).
	D. Benkovitz pointed out a mistake to be corrected.
CONCLUSIONS	Given corrections, motion to approve the minutes: K. O'Grady; motion caries.
	After corrections are made, G. Ritter-Cantesanu will submit the minutes to be posted on the MAR website.

D. APPROVA	L OF CONSENT AGENDA	KRISTEN O'GRADY
DISCUSSION	The proposed agenda was electronically distributed to Executive Board (EB) Members.	
CONCLUSIONS	Motion to approve the consent agenda: K. O'Grady; motion carries.	

II. Officer Report's

Welcoming remarks by K. O'Grady

PRESIDENT

DISCUSSION

CONCLUSIONS

A. Awards committee (included in Board Book, pg. 8 of this document)
a. K. O'Grady was tasked by the board to form an Ad Hoc Committee to examine the way and why we give out awards at conferences, etc.

i. K. O'Grady is charged by the board to, with the committee, establish guidelines, types of awards, etc. K. O'Grady will ask for members at the General Membership meeting.
B. David's Fund

a. The John and Lucy Ott donation of \$2,000 is to be given for conferences, not board meetings as previously believed, but it does appear to be an ongoing donation. K. O'Grady is interested in ideas for using these funds. Ideas from the Board: Support students to attend conferences, pre conference institute (paying presenters etc. compensation for pre-conference institute presenters or events and have the donors'

believed, but it does appear to be an ongoing donation. K. O'Grady is interested in ideas for using these funds. Ideas from the Board: Support students to attend conferences, pre conference institute (paying presenters, etc., compensation for pre-conference institute presenters or events and have the donors' names included: "The Ott preconference institute"), sponsoring somebody who would be a part of the conference who would need to be paid or speaker's fees, paying for students to attend advocacy meetings. Whatever the money is used for, the Board feels we should recognize the Ott's for their contribution.

KRISTEN O'GRADY

Underserved Areas of the Region:

 a. K. O'Grady is tasked by AMTA to develop a list of educationally underserved portions of the region (areas of the state with no MT programs) with the thought that ultimately approaching schools in these areas and developing a program. This is currently at an information gathering stage and the next step is unclear. If

you know of Colleges/Universities in an underserved area, please forward these to K. O'Grady.

Members will be sought out to be in the Ad Hoc Committee for Awards.

Please forward Universities/Colleges in educationally underserved areas to K. O'Grady.

ACTION ITEMS

Ad Hoc Committee for Awards to address guidelines, types of awards, etc.

PERSON RESPONSIBLE

K. O'Grady

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B. PAST PRESIDENT DEBBIE BENKOVITZ

DISCUSSION	Report in Board Book (page 7 of this document) A. D. Benkovitz would like to thank M. Ahola, M. Phillips and the National Office for assisting her with investigating electronic voting.				
	a. It does appear we will be able to u wants to advise members that the the bylaws until March, but we sho members are paid members at the information updated with AMTA. V only a few paper ballets handed of higher voter turnout and voters ca i. Comments: It will be ch coming and they can rai ii. Question: will a test run figure that out. It is a go 1. A trial run right	Board is considering electronic vo- ould get membership feedback. For et time of balleting so we should ur Will be able to offer paper ballets, It ut. The rationale for electronic vot an get candidate bio when voting, a eaper. It will require a change in ballies objections and questions. It make people feel better about it? and idea but they will have to see to before conference could include of	out we may lose some anonymity if ing outweighs the loss of anonymity: etc. bylaws so membership should know it's M. Ahold and D. Benkovitz will have to		
	and things to do in the Baltimore area. iii. Anonymity: Constant Contact can guarantee anonymity and that members only vote once. M. Ahola: an anonymous way of voting can be created for paper balleting.				
CONCLUSIONS					
ACTION ITEMS PERSON RESPONSIBLE DEADLINE					
	Il be presented at the General Membership meeting. Ahola will continue investigating electronic voting.	D. Benkovitz D. Benkovitz and M. Ahola	Gen. Membership Meeting March		

Α.	ARCHIVIST	BARB WHEELER
D	ISCUSSION	Report in Board Book (pages 12 and 13 of this document)
		A. Update: Today B. Wheeler received the report from the student archivist from last year. She completed a number of things B. Wheeler needs to read. Moving forward, at some point we will receive a time sheet and we will need to pay the student. B. Wheeler doesn't want to request money now, but will in the future. Not comfortable asking for funds until the time sheet is turned in.

CONCLUSIONS B. Wheeler is waiting on time sheets from the student archivist.				
	ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
None identified.				

B. VP OF MEMBERSHIP

Report included in board book (pages 9 and 10 of this document)

A. The numbers keep going up from the beginning of the year. The area is growing most in grad students-enormous growth in this area. K. O'Grady says this is a National trend. There is a slight decrease in professional growth, but this may be due to members going to grad school.

B. In the consent agenda, we voted on making new member packets electronic.

C. K. O'Grady is working on a call a thon.

CONCLUSIONS

PERSON RESPONSIBLE

DEADLINE

None identified.

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C. VP OF CONFEREI	NCE PLANNING		MICHAEL VIEGA & MELISSA KING
DISCUSSION	A. Conference Update:		
	and regional committees are "in the of b. Events to report: Research Committee Plenary session is a celebration to how invited for this. Call for papers is over received 63 proposals. All have gone help a lot in getting the word out. i. Registration, plenary prograthan mid January. ii. There was a nice hotel mestation is directly in front of working hard for discounts hall meeting that AMTA was	proove". Entertainment is pinned down to has invited Christian Gold for the Report Helen Bonny and her life and leg-Invited roughly 10 people by MAR to the blind committee. The Email blum and updated websites for entertaining a few weeks ago. There is plen the hotel. East coasts largest laser and benefits for people to move downts to have regarding going to Master	esearch Track throughout conference. acy in the region. Several speakers are o speak. Slots for 50 sessions and asts and Facebook posts seemed to ainment and all will go online no later ty to eat in area and the light rail tag arena next door. Hospitality on into Baltimore. After plenary, a town
	explore B'more.	with that. Followed by business meet	lings, so there will be room to go and
	B. 2013 Update: Melissa King		
	ones that sent requests back were exbroad range of prices. M. Viega and leads of them because they want to see so far is Scranton because they want to see so far is Scranton because they are were of hotel is downtown, international adriving. They are in the process of cour event. Still in the works. Will kee because they are well in the works. Will kee because they are well in the works. Will kee because they are well in the works. Will kee because they are well in the works will kee to present our selves as a little bit more to them all the reasons why we can expect the works. Question: Does it make sense to star	samined under the following criteria; M. King visited 4 of them: Lancaster, in in Harrisburg and one in Downtow ee what they are willing to offer us. villing to give guest room rate at \$92 rport, mall, busier area. Harrisburg language imparing them side-by-side to see who us all posted. a region? What do we want to look language department-not having to settle for \$10 re. We can go to hotels like Hilton Son guarantee them good business and got a relationship with a hotel chain? T	590 outside of a city, we can still thrive cranton/Harrisburg Sheraton, and say et them to lower the room rates. hen maybe that would help reduce the
	rate? M. King says this does make se business.	nse and since hotels talk it might he	p us advertise ourselves as good
	Conference planning is going well. Searching for hotels for 2013 is going well.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

D. FINANCE		NOEL ANDERSON
DISCUSSION	A.	Student Archivist
		 Approved in consent agenda to reimburse Student Archivist. Financial Advisor Committee to reallocate \$500 from the General Reserve for this next semester Jan-May 2012 so there will be money there to pay her/him. Motion carried.
	В.	Financial Review a. Reviewing the Operating Budget, Passages and Student Account from the past 2 years. Still at the accountant but there's potential for review to exceed accountant budget. Move to reallocate \$1000 after conference from

None

	National Conference Reimbursement line to pay Accountant (if there is \$1000 left after conference). If money is not there, it will go back to committee for recommendation. Motion carried.					
	C. Vanguard					
	a. Online account so we can check our balance more frequently rather than only quarterly statements.					
	D. Current Status of Budget					
	a. Balance of the Operating Budget: \$67,972.59					
	b. Balance of the Vanguard Account: \$27,115.89					
	E. Approved by the consent agenda: The Financial Advisory Committee (FAC) is asking for approval from the Board to					
	reimburse N. Hahna, Student Advisor, \$331 for Passages travel & hotel, with the understanding that the Passages					
	conference is part of her job requirement.					
	a. The FAC recommends to the board that \$331 are reallocated from the EB meeting budget to the student advisor					
	budget.					
CONCLUSIONS	Funds will be reallocated from the General Reserve to pay the student archivist. Motion carried.					
	Funds will be reallocated from the National Conference Reimbursement line to pay the Accountant. Motion carried.					
	Funds will be reallocated from the EB meeting budget to the student advisor budget to reimburse N. Hahna. Motion carried.					
ACTION ITEMS	PERSON RESPONSIBLE DEADLINE					
None Identified.						

MARIA HRICKO FAY

E. GOVERNMENT RELATIONS CHAIR

Task forces:

DISCUSSION

None identified.

NY-mental health practitioners had a meeting and NY State Task Force went: this info was provided in a concurrent session at the ATL conference as well i. There are vacancies on mental health parishioners board and NYSTF is looking to nominate candidates for that Flooding conditions persist-if need a replacement document, the fee is suspended Concerns about creative arts therapy certificate State task force and state office looking into concerns with that New school offers certificate in creative arts therapy (have tracks art therapy, music therapy, etc.). issues w/what students are qualified to do when they are finished. NJ-on hold a little bit because the political climate there is difficult. Keeping tabs with Greg Perkins but putting it to rest a little bit. On the NJ association of MT's and was active in the task force. State regulation is on a moratorium but there are MT's not being recognized by department of education and becoming difficult to work in private and public school without alternate degree. From D. Benkovitz: Historically MAR/AMTA and CBMT spent thousands of dollars trying to move towards some kind of certification and licensure in NJ and it was really tedious and difficult. Ongoing and has been supported a long time. Virginia: they created a survey and was going to send it out. In the process of getting lists so they can send it out. Survey about general information to get a feel of current issues in Virginia and get contact information. Basic information gathering survey. And to see interest in main state issues. Lets them know which direction to go licensure, recognition, etc.

where MT is listed and not listed as a service. Looking for another voting member. Sister Mariam Pfifer may join as that voting member. Looking for eastern side of state but will take anybody.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

PA: created a fact sheet that gives MT's a comparison of certification versus licensure in PA. Originally sent out a survey a few years ago, want to do that again get current info. Revisiting research in various agencies to see

F. PUBLIC RELATIONS JOHN CARPENTE

A. Discuss PR committee and future plans and goals

a. Requests for PR materials: Had about 7 or 8 request and the one that reported back said they did something for an autism fare and used the pr materials. Three pr committee folks did some exhibits, high school presentations and grandparents of families with autism.

b. Created contact sheets for pr committee members to fill out. Lists their contact info and client group they specialize in, etc. to gauge special skills set and will be used to create a data base and organizing it by categories of client groups. J. Carpente wants to send it back to the committee to check it and then wants to make it available to MAR members so members can go to database and get support and help from someone who specializes in that area. They can help them set something up or even help them speak and present for them. Or Skype them in to help get them on the right track.

i. The committee hopes this can go out to members and even get it out to outside of MT as a service to the public so if someone wants to talk about MT and cancer, we have someone for that, etc.

ii. J. Carpente is also trying to find agencies and organizations to cold call to get MT known and to see if

they want us to provide a presentation for free. Hopefully other members not on the committee will want to be on the database and hopefully get a network of MT's on the list and the next PR person can build upon it, etc. Hoping to get all those forms back so he can complete the database soon. Wants to submit it to each committee person first and then he'll send it to Board and once approved he'd like to send it out by email and FB and other social media. And could add it to MAR website. Nationally would be nice to get all regions doing this and creating these databases. Developing presence on Face Book Continued discussion on PR iob duties i. Projector, not saying there's no value, just wants to know what it is. He didn't realize we needed to rent a screen to project onto (\$65 a day) plus \$50 baggage fee. So that's \$400 we could have used somewhere else. M. Viega: not first time these issues have come up, may be beneficial for J. Carpente to come up with alternatives to present. John not sure of purpose of projector, projecting to our own group? Not clear to the point of the projector. PR materials, is there a way they could just contact AMTA and then AMTA could bill us? We do not buy bulk, we buy as people order it. Board feels needs more information. How does billing happen? Why is it being done the way it is? Is it feasible for AMTA to do this for us? K. O'Grady: if only getting a bill at end of day, difficult to watch budget line. Originally did this so could watch the budget line. We wouldn't know until we get the bill if we went over. John-but if order materials, then AMTA process to get materials out and the bill comes to John. So bill is already coming after the transaction. But at least you know what is being ordered. We could set that up too, keep track of orders, some kind of system since they have the materials there. Maybe make a straighter path. 1. Board needs to be presented on these issues with a larger frame of reference in a cohesive fashion so it can make decisions as a board. More information is beneficial as far as restructuring. Instead of a formal committee, might be better to invite M. Hinman to bounce ideas around. Keeping it casual, no real Ad Hoc committee needed. At March meeting will hopefully have some suggestions CONCLUSIONS J. Carpente will present more information of PR job duties, etc. at the next meeting. DEADLINE **ACTION ITEMS** PERSON RESPONSIBLE Ongoing discussion of PR job duties and alternatives to the projector J. Carpente (with the March Conference assistance of Megan Hinman)

G. STUDENT AFFAIRS ADVISOR					NICOLE HAHNA	
DISCUSSION	A.	A. A report was emailed out (page 14 of this document)				
		a. Scholarship deadlines are coming up.				
		b.	Passages was very well attended.	•		
	B.	Student Rep	ort: Emily Walsh:			
		a. Bags for sale (\$8) and tshirts \$5 or both for \$10.				
		b. Need to change bylaws to reflect they are part of MAR-all regions are looking at that right now AMTAS				
	c. We have best budget and very involved students.					
CONCLUSIONS	CONCLUSIONS					
ACTION ITEMS				PERSON RESPONSIBLE	DEADLINE	
None identified.				-	-	

Н.	H. NEWSLETTER EDITOR				DEBBIE BENKOVITZ FOR MARK AHOLA	
	DISCUSSION	A.		Contacting a lot of advertisers and buried too deep so he wants to m Looking at the possibility of imbed	d potential advertisers. One advertione advertione advertising around.	he future and live links w/hyperlinks. It
(CONCLUSIONS					
F	ACTION ITEMS				PERSON RESPONSIBLE	DEADLINE
N	None identified.				-	-

III. OTHER BUSINESS

A. CMTE PA	YMENT POLICY MIKE VIEGA & KRISTEN O'GRADY	′
DISCUSSION	A. Update on committee to look at CMTE policies as far as payment, 3 hour vs. 5 hours	
	a. No new news. K. O'Grady will work on getting more information on this topic.	
CONCLUSIONS	More clarity is needed on the CMTE policies for payment 3 vs. 5 hours	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
More clarity on CMTE payments.	K. O'Grady	-

B. MASTER'S DEGREE KRISTEN O'GRADY

D. WASIL	R O DEGREE		
DISCUSSION	A. At the MAR General Business meeting, we will get and idea as a region of how we feel about moving to Master's Degree.		
	How will it benefit our members, etc. The presentation to the Assembly will be Saturday at 11:15.		
	B. There will be a town hall meeting in March at Conference to discuss this issue with ETAB and get more clarity on the issue.		
CONCLUSIONS	There will be a townhall meeting about this issue at the March MAR Conference (and at all regional conferences as well)		
ACTION ITEMS	S PERSON RESPONSIBLE DEADLINE		
None identified	-		

C. DISASTER RELIEF COMMITTEE

KRISTEN O'GRADY

	O. DIONOIL	C. DIGNOTER RELIEF COMMITTEE			
	DISCUSSION	A. At the President's meeting, one other region has formed a Disaster Response Committee, one member representing each			
		state in the region, so that person knows how to check in appropriately and get in contact with the regional president so the president can contact the AMTA Disaster Response. K. O'Grady feels this is a good idea.			
		a. B. Maclean: Feels it could fall und	ler auspices of membership/memb	er services. K. O'Grady will work with M.	
		Gainsford for something to present in March.			
	CONCLUSIONS	Appears to be a good idea. More information will be p	resented in March.		
ACTION ITEMS PERSON RESPON		PERSON RESPONSIBLE	DEADLINE		
More information will be presented in March.		K. O'Grady	March Conference		

IV. GOOD AND WELFARE

A. RECOGNITION KRISTEN O'GRADY

DISCUSSION	K. O'Grady would like to thank everyone for their hard work and working towards the conference. Everyone is doing a wonderful job and great ideas. So many new people but everyone working very hard to hit the ground running.		
CONCLUSIONS	-	<u> </u>	y v
ACTION ITEMS-		PERSON RESPONSIBLE	DEADLINE
None Identified.		-	-

V. ADJOURNMENT

MOTION TO ADJOURN	K. O'Grady
MEETING CLOSED	At 7:23 pm.
NEXT MEETING	Conference in Baltimore in March

AMTA Conference, Atlanta 2011

MAR Executive Board Report Deborah Benkovitz, Past President

Members of the board: I continue to examine electronic voting and programs that might permit us to hold electronic elections. Mark Ahola and Matt Phillips have generously been helping me sort out the process. It seems that continuing with Constant Contact may be the best plan, and Mark is checking out the additional costs and other issues. Constant Contact guarantees confidentiality for each voter, and assures us that each member will get only one vote. We need to figure out how to select from the Constant Contact list ONLY paid voting members of the MAR (which excludes students and other s who may receive our emails but are not voting members) in order to ensure that the correct people receive email ballots.

We are considering a vote of some sort within the next year to "test drive" our process. Any advice or suggestions are most welcome.

Respectfully submitted,

Debbie

MAR-AMTA Ad-Hoc Committee: Awards and Member Recognition

The goals and tasks of the **Awards and Member Recognition Ad-Hoc Committee** are related to the Mission and goals of the MAR-AMTA especially in the area of <u>Advocacy</u> and <u>Member Retention:</u>

I. Member Retention [MAR-AMTA Goals, 2011]:

Goal Statement: "To explore the needs of the region's music therapy professionals in order to increase and retain membership in the MAR-AMTA"

III. Advocacy [MAR-AMTA Goals, 2011]

Goal Statement: "To continue advocating for availability of, and support for, quality music therapy services"

X. Advocacy [MAR-AMTA Goals, 2011]

Goal Statement: "To recognize interdisciplinary collaboration with music therapy and to promote further opportunities for increased partnerships"

GOALS:

1. To enhance recognition of members and music therapy advocates through the development of regional awards.

TASKS: Date completed:

- 1. To clarify and further develop award types and categories
 - 2. To establish guidelines for the presentation of awards
 - 3. To make recommendations for regional policies/bylaws regarding award presentations

JOB DESCRIPTION:

The committee member will:

- 1. Attend and participate in all committee meetings
- 2. Adhere to deadlines in completing committee assignments
- 3. Review committee materials and return and/or act on them by the specified deadline
- 4. Submit a report of work completed to MAR President prior to the MAR executive board meetings (committee chair)

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QUALIFICATIONS:

1. Professional member of AMTA

VP of Membership Report-AMTA Conference 2011 (Atlanta)

Total Members: 937

Difference from last year: *increase* 12.22% Difference from last quarter: *increase* 9.26%

Professional Members: 565

Difference from last year: decrease 2.25% Difference from last quarter: increase 7.01%

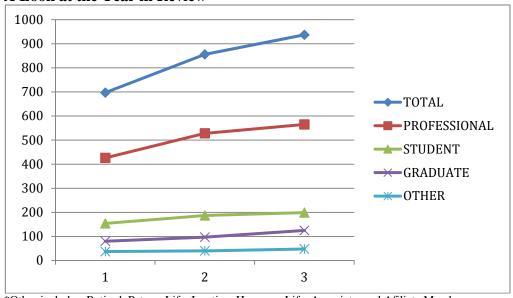
Student Members: 199

Difference from last year: *Increase of 33.56%* Difference from last quarter: *increase 6.42%*

Graduate Student Members: 125

Difference from last year: *Increase of 52.55%* Difference from last quarter: *increase 28.87%*

A Look at the Year in Review



^{*}Other includes: Retired, Patron, Life, Inactive, Honorary Life, Associate, and Afiliate Members

I am the new VP of Membership for the MAR region. As such, I am still trying to figure out my role and the different initiatives started by Gene Ann Behrens.

So far this year, several members have requested and received financial support from our membership support fund. We will continue our efforts in advertising this initiative over the next few months.

After Hurricane Irene and the severe flooding in the Northeast, we sent out several cards to help

support our members through tough times. We also included information about our membership support fund to help those who will need financial support in the coming months.

VP of Membership Continued:

We are still sending out membership packets. We have sent out 7 packets since regional conference. I am going to propose that these packets be converted into a digital file. I believe that we will be able to be more responsive to our members, as well as reducing our costs, and helping our environment. We also congratulated about 20 new professional members at our final business meeting at regional conference with a certificate.

Projects that I will be continuing to work on include sending out information about AMTA to college professors and internship directors. Hopefully, this will continue to encourage student membership. I will also continue a podcasting initiative started by Gene Ann. Currently, I have not made any progress on this project, but am hoping to get it started back up. At our spring meeting, we discussed the need a call-a-thon to figure out why we were losing so many professional members. Overall, our numbers are up, but our professional members have decreased by about 20 members. I believe that we still need to explore why we are decreasing in professional members. Therefore, I will continue with a call-a-thon initiate. I am also going to take a look at the Membership tab on the MAR-AMTA website and revise the site to help visitors find membership information more efficiently.

Mark Ahola RxEditor report

As new editor, Here are a few points:

- 1. You better watch out I'm getting much more familiar with using constant contact format to send newsletter and for other regional business. I'll be sure to contact you 2 wks before newsletter submission deadline in future. Let me know of any ideas for regular columns (e.g., PR spotlight on members, video that we can link, area trainings, etc.). I am also soliciting more for ads. We have different ad sizes, and Matt, previous editor, had mentioned perhaps just going to banner ads which open to MAR web page. This may be pursued in future, but I had one fall submission with the smaller size and we can see how ad submissions come for next issue.
- 2. Makin' a list, and checkin' it twice If you receive more than one copy of the newsletter or mailings, it's because you are on board/assembly list as well as general interest and/or MAR conference lists. These lists are primarily by email only without having names attached. So, don't unsubscribe but just delete what you don't need. This way we don't need to add back on if you are off the board and that you get board specific mailings, etc.
- 3. He knows when you're awake Deb Benkovitz and I are working on anonymous electronic voting for future MAR elections. She will present on this.
- 4. So be good for goodness sake goes without sayin'!

Archivist Report MAR-AMTA Meeting November 2011

Barbara L. Wheeler, PhD, MT-BC, MAR Archivist

I am making slow progress in understanding some of the issues involved with the MAR Archives. I hope to have some of these things sorted out and have a clear plan for moving forward in the near future but think that it is important to be clear on certain things before proceeding. As was reported by the previous Archivist, Sister Donna Marie Beck, and by me at the Fall meeting, substantial work has been done on the archives, which are housed at Duquesne University. The work has been done by Duquesne students, supervised by Sister Donna, over the past few years. What they have accomplished is impressive!

The things that I am currently investigating, and how I am doing this, include:

- The exact contents of the archives at Duquesne, including what has been catalogued and how it is labeled. We have a comprehensive list of the categories but it is not completely clear (to me) what exactly is there. I will be getting this information from someone who will look at the archives before long.
- To the best of my knowledge, the student who did the archival work last year has not completed the work or filed a report. I do not plan to request additional funding for this project until last year's work is accounted for. I have been in touch with Sister Donna about this.
- Items in the archives are currently being scanned (into digital format) by the student worker. This will not be completed yet so should be continued by the next student. It seems that we should be saving hard copies as well as having the digital copies.
- The student who does the archives has a contract, although I do not believe that this has been finalized. I will check (more) on this and write or revise a contract if necessary. There is no job description other than to scan the items, which seems reasonable. The student is responsible for documenting the time spent using time sheets. I will take over this responsibility when a new student is assigned (assuming that the Board will continue to support this way of working on the archives).
- It seems to me that the MAR archives should be similar to the AMTA archives in many ways, although of course there may be ways in which they should be different. I expect to meet with William Davis, AMTA Archivist, during the Atlanta conference to get his insights on this.
- It is not clear to most of us what should be saved for the archives and, even some things that people should save are probably not saved, either because of lack of awareness or not making the effort. I will be developing guidelines on what MAR members and others should be saving for the archives and distributing them.
- We discussed at the Fall meeting the changes that had apparently been suggested for the MAR Bylaws in 2002, splitting the Historian and Archivist positions. The minutes from that meeting say, "Minutes from 2002-2003 will be pulled from the archives to see how it

was integrated so the information can be integrated into the bylaws." It will be helpful to have this in the Bylaws.

Thank you for giving me the opportunity to serve in this way.

Respectfully submitted,

Barbara L. Wheeler

Student Affairs Advisor Report MAR-AMTA—AMTA Conference 2011 Respectfully Submitted by Nicole Hahna, Ph.D, MT-BC

Events:

Since the last Student Affairs report, the MARAMTS E-Board successfully held their Fall Business Meeting at Marywood University in Scranton. At this meeting the students worked on bylaws revisions, discussed upcoming service projects and sister school events, and chose a fundraiser for MARAMTS. Additionally, the MAR-AMTA Passages Conference held at Molloy College was a success with almost 100 music therapy students and professionals in attendance.

Upcoming Service Projects

The MARAMTS E-Board will take part in the AMTAS Project "Drums for Jamaica."

MARAMTS and AMTAS are teaming up to raise money to purchase instruments for a homeless shelter in Port Antonio, Jamaica through the Jamaican Field Service Project.

Also, the MARAMTS E-Board will be taking part in regional service project at the MAR-AMTA Conference in Baltimore at Stella Maris.

Fundraising

MARAMTS is selling their "Music Frees the Soul" totebags online, for \$12. Contact Ashley Carlise (MARAMTStreasurer@gmail.com) to purchase these bags. They will also be selling tote bags, t-shirts, and water bottles at the AMTA and MAR-AMTA Conferences.

Scholarships

This year's MAR-AMTA scholarship deadlines will be as follows:

- Sophomore, Junior, & Graduate Scholarship: November 18, 2011
- Music Therapy Club Scholarship: December 2, 2011
- Jenny Shinn Memorial Scholarship: January 27, 2012

Students can find additional information on the MAR-AMTA scholarships at the following website: http://www.mar-amta.org/students/scholarships.html. Information on AMTAS scholarships can be found at: http://www.amtas.org/AMTAS/Scholarships.html.

Miscellaneous

The MARAMTS E-Board sent Welcome Packets to new students in the MAR-AMTA and distributed their Fall Newsletter to students in the MAR-AMTA via email as well as via the MARAMTS website (http://www.mar-amta.org/students/) The student organization has also successfully created Gmail accounts for the E-Board and set up a Google Site and Google Docs for the MARAMTS E-Board.