



American Music Therapy Association Mid-Atlantic Regional Chapter

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Mid-Atlantic Region of the American Music Therapy Association

NOVEMBER 18 – 19, 2010

EB MEETING
AMTA CONFERENCE IN CLEVELAND, OH

MEETING CALLED BY	Debbie Benkovitz, President
TYPE OF MEETING	Executive Board Meeting
FACILITATOR	Debbie Benkovitz, President
RECORDED BY	Brigette Sutton, Stand-in Secretary
ATTENDEES	Kristen O'Grady, President-Elect; Brian Abrams, Past President; Gene Ann Behrens, VP for Membership; Nina Galerstein, VP for Conference Planning; Elaine Abbott, Treasurer; Carol Shultis, Historian; Carol Ann Blank, Government Relations Chair; Sue Hadley, Student Affairs Advisor; Kristen Vogt, MARAMTA VP; Barb MacLean, Parliamentarian; Gary Verhagen, Assembly Chair; Matt Phillips, Newsletter Editor; Kathy Murphy

Agenda topics

I. Opening Procedures

A. Call to Order

The meeting was called to order at 6:11pm.

B. Approval of Agenda

DISCUSSION	No changes to agenda were suggested.	
CONCLUSIONS	Motion to approve the agenda; G. Verhagen, motion carries.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/a	n/a	n/a

C. Approval of Minutes (September 2010, Scranton, PA)

DISCUSSION	Motion to add "Moore" to Kimberly Sena in Section II, F: K. O'Grady	
CONCLUSIONS	Motion to approve minutes as amended: K. O'Grady - passed	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send approved minutes to Web Master to post on website.	Gretchen C. Benner	ASAP

II. Officer Reports

A. PRESIDENT

DEBORAH BENKOVITZ

DISCUSSION	D. Benkovitz thanked B. Sutton for filling in for Gretchen Benner as Recording Secretary. Board members were also thanked for or being strong team members. Announcements included Mary Boyle receiving AMTA Lifetime Achievement Award tonight; Sr. Miriam Pfeifer is retiring at end of year which may move future board meetings; note that many regions are facing similar issues – new AMTA Board position last year = Regional President Representative (Piper L.) which has helped to organize meetings/communication; and next group of regional presidents may formalize process of selecting Representatives. A future consideration if the region can afford it may be to send more people to AMTA Board Meetings. Being able to attend AMTA
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Board Meeting broadened D. Benkovitz's knowledge of AMTA, what the national office does for its members, where money is spent, etc. There was an explanation of changed dues. Last year at Assembly, motion was passed to request that the AMTA Board look at how dues are disbursed to region, requesting to change from dollar amount (previously \$15) to percentage amount – will move to 6.5%. There is continued discussion in Assembly about 10% handling fee per person on disbursement. There was a challenge of culture of giving: (ex. Give a Day to AMTA, financial donations, mentor, identify fundraising opportunities/potential beneficiaries). K. Murphy commented that it is better for more people to donate even a small amount (higher overall percentage of people making donations) to encourage outside organizations to donate. G. Verhagen pointed out that most Board Members serve in their roles at AMTA conference (ex. Assembly, presenters) by offering time. D. Benkovitz asked the Board to consider opportunities to give, also recognizing current service of members. Education and Training Advisory Board proposed consideration of Master Level Entry to profession. This is not open for formal discussion yet, but rationale is available on the website and Education and Training Advisory Board is open to comments. G. Behrens suggested limiting acronyms in Board to minimize alienating people who were not in original setting/context. G. Benner is expecting a child. Discussion of possible gifts to send. Mike Viega and his wife also just had a baby. D. Benkovitz will speak with C. Blank to put gifts in action.

CONCLUSIONS None.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
n/a	n/a	n/a

B. PAST PRESIDENT

BRIAN ABRAMS

DISCUSSION B. Abrams shared that he started the process of recruiting people who would like to be nominated for the new Executive Board. He is also hoping to talk with current members about continued service.

CONCLUSIONS None.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Provide suggestions for nomination process to B. Abrams	Executive Board Members	ASAP

C. PRESIDENT-ELECT

KRISTEN O'GRADY

DISCUSSION K. O'Grady is continuing to collect policies for manual. She discussed idea of posting electronically through region's website.

CONCLUSIONS None.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Continued sending policies to K. O'Grady.	EB Members	As needed
Continue updating officer manuals.	EB Members	As needed

D. VP FOR MEMBERSHIP

GENE ANN BEHRENS

DISCUSSION Refer to report submitted in Board Book. A database consideration is that systems to manage it are very expensive. Calling people was not an effective mode of encouraging membership. There is a lot of potential for CMTEs to be distributed via podcasts. Felice, Regional Webmaster indicated that it would be low cost to add to website. A correction was made that new CMTE Requirements are a minimum of three hours, instead of five hours. K. Murphy shared that AMTA will assemble work group to regulate and monitor quality control for podcasts. C. Blank suggested recording a selected group of trusted presenters to "test" the process of recording, posting and listening to podcasts prior to expanding to all presentations. K. O'Grady shared that the oversight of AMTA Podcasts is a popular issue currently and that we need to articulate the selection process for recordings and podcasts. Recording devices will be found and borrowed rather than purchased.

CONCLUSIONS G. Behrens: suggestion to identify two umbrella group areas at next conference, recording six people, and post as podcasts. Decision approved by acclamation. G. Behrens, N. Galerstein, M. Phillips will select presenters to record.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Begin outlining podcast procedure in January 2011.	G. Behrens	Undetermined.

E. VP FOR CONFERENCE PLANNING

NINA GALERSTEIN

DISCUSSION There are enough session proposals to go into blind review. Monday, November 22, 2010 is the final deadline for session proposals. Tracy Souhrada does have a committee to review CMTE Proposals. The region is considering three-hour and five-hour CMTE Sessions. CBMT is initiating required three-hour ethics CMTE per certification cycle.

CONCLUSIONS Motion to use 3/5 role to pay both presenters and to create a fee schedule for the new three-hour CMTEs: G. Behrens.

Motion passes.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/a	n/a	n/a

F. NEW JERSEY STATE TASK FORCE

KATHY MURPHY

DISCUSSION Two major setbacks were that the consultant suggested getting parents' support but administrators refused to let them approach parents. The new acting commissioner of NJ refused to talk to teachers. Governor and teachers are at odds and will not support something the other does. Legislative action will be on hold for at least one year. There is a recommendation to move focus onto public relations. K. Murphy will step down from task force, effective at the end of 2010 due to reduced time availability.		
CONCLUSIONS Motion that EB recognizes the outstanding efforts of K. Murphy on the NJ State Task Force; B. Abrams. Approved.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None.	n/a	n/a

*Motion to recess—K. O’Grady; approved by consensus. Meeting recessed at 7:15pm.
Meeting reconvened on 11/19/10 at 6:08pm.*

G. Behrens provided updates since attending committee meetings. MARAMTA needs to have call-a-thons and will start in November and December for the coming year. Everything else being done seems good with committee. She received names of volunteers for call-a-thon including C. Blank, K. O’Grady, D. Benkovitz, E. Abbott, and M. Phillips.

G. Finances

DISCUSSION	MARAMTA is financially sound. \$21,700 is in Vanguard account and \$5000 to pay forward to next regional conference.	
CONCLUSIONS	None.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/a	n/a	n/a

H. Government Relations Chair

CAROL ANN BLANK

DISCUSSION	C. Blank shared that Children’s Mental Health Day is May 4 at National level in Washington, DC. There is a demo. of music therapy groups with kids that would like to expand to as many locations as possible during first week of May to raise awareness. She encouraged consideration in implementing this on a local level. There are 32 state task forces and implications for the region are that VA may be gaining one. CBMT and AMTA created Power Point Presentations on advocacy which will be presented in Saratoga Springs, NY if the session is accepted.	
CONCLUSIONS	None.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/a	n/a	n/a

I. PUBLIC RELATIONS CHAIR

KRISTEN O’GRADY FOR MEGHAN HINMAN

DISCUSSION No new business as things are working well with material requests. M. Hinman is developing materials for members to use with PR efforts.		
CONCLUSIONS None.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
n/a	n/a	n/a

J. STUDENT AFFAIRS ADVISOR

SUE HADLEY & KRISTEN VOGT

DISCUSSION S. Hadley explained to student members that she will step down at end of this term so students need to look for other interested advisors. The students raised \$275.00 during canning project at regional conference for Jamaica Field Service Project. The summer and fall business meetings went well. The students have been in contact with people about the upcoming service project during the 2011 MARAMTA Conference. They are working on fundraisers such as tote bags and guitar pick chains that will be advertised online. There will be no mention of MAR on the fundraising items in order to increase sales. The students are working on a new MARAMTS Website. Plans are underway for Empty Your Pockets project but it is undecided who will benefit from the initiative. MAR Passages Conference went well at Slippery Rock University. There were attendees from nine schools and ten people presented from five schools. Michele Chestnut and Suzanna S presented at opening session and they talked about the history of Passages and the first few years of professional practice. The next MAR Passages Conference will be hosted by Molloy College in 2011. There were no applications for Graduate Scholarship. The Sophomore/Junior Scholarship Applications are due tonight. There was discussion about reimbursement for MARAMTS EB Officers at MARAMTA Conference. E. Abbott said that current practice of \$75.00 reimbursement is better than suggested changes.		
CONCLUSIONS None.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
n/a	n/a	n/a

K. HISTORIAN**C AROL SHULTIS**

DISCUSSION The form for consent of videos and photographs was approved by a lawyer. Archives are lacking older pictures, particularly from 1950's and 1960's. There is good information about the region's history in archives. More information needs to be written down in order to continue the archives. The historical display was briefly up for 24 hours at national conference due to the needed boards for Clinical Practice Forum. It can be displayed again at 2011 MARAMTA Conference in NY.		
CONCLUSIONS None		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Submit and/or solicit pictures from 1950's & 1960's to Archivist.	EB Members	As needed

L. NEWSLETTER EDITOR**MATT PHILLIPS**

DISCUSSION The fall edition of the regional newsletter will be available online soon. M. Phillips is moving forward with transition to e-mail based newsletter. He will assist with maintaining Excel Spreadsheet of contact information that can be used for newsletter, conference registration, etc. January 15 th is the next deadline for regional newsletter.		
CONCLUSIONS None		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
n/a	n/a	n/a

M. ARCHIVIST**DEBBIE BENKOVITZ FOR SR. DONNA M. BECK**

DISCUSSION There is no budget for student archivist for this year. A question was raised previously about rationale for student archivist. Some concerns related to the limited closed monitoring of time spent, tasks accomplished by student archivist, etc. Discussion continued about the intent of preserving archives or making them accessible. If the intents is for increased accessibility then some document do not need to be scanned. G. Verhagen mentioned that the original decision was a request by D. Beck without discussion about purpose or format at that time.		
CONCLUSIONS D. Benkovitz is appointing a work group of D. Beck, C. Shultis and Tom White – Duquesne University Archivist, to help determine the value and types of information should be scanned. Also they will decide about what further action should be taken regarding the MARAMTA Archives. A report will be provided for the Board during the next business meeting to be held in March 2011.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	n/a	n/a

III. Other Business**KRISTEN O'GRADY****A. CONSTITUTION & BYLAWS**

DISCUSSION There were three changes requested by N. Galerstein and conference committee (included in Board Book). The changes will be presented at general business meeting to be voted in March 2011.		
CONCLUSIONS None		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified.	n/a	n/a

B. STATE TASK FORCE UPDATES

i. New York State Task Force

DONNA POLEN

DISCUSSION	None.	
CONCLUSIONS	None.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/a	n/a	n/a

II. PENNSYLVANIA STATE TASK FORCE**VAL USHOCK**

DISCUSSION None.		
CONCLUSIONS None.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
n/a	n/a	n/a

C. ASSEMBLY BUSINESS**GARY VERHAGEN**

DISCUSSION	<i>Statement of Understanding</i> was approved by MAR Board. G. Verhagen would like to continue helping delegates understand their role as representative of region rather than personal representation. Discussion included how to make Board book more	
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user-friendly and accessible. G. Verhagen explained that the current practice is for regional members to contact any delegate with concerns. Some issues have been discussed by MAR delegates in caucus before Assembly to share information. G. Behrens inquired about initiating brief (non-caucus) meeting before Assembly for delegates to share information and regional thoughts/needs. Decision was made that next year, MAR delegates will try to gather in MAR table space for 30 minutes prior to Assembly meeting – whoever can attend. G. Verhagen reminded that further education is needed that delegate alternates are also elected to Assembly and can be called on at any time to serve. D. Benkovitz shared that we have no MAR representative for Special Target Populations. Submit suggestions to D. Benkovitz for regional representative. Previously, regions were assigned a specific special population. We will inquire as to specific areas to understand need for area of expertise first.

CONCLUSIONS None.

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

None.

n/a

n/a

V. Good and Welfare

DISCUSSION Tony Meadows is the new editor of *Music Therapy Perspectives*. If the region decides to donate to AMTA then the donation amount does not need to be reported to or recorded by MARAMTA Board. D. Benkovitz has not been asked to tally giving in anyway. 2010. D. Benkovitz is about to be a grandmother for the first time to twin boys! B. MacLean reminded us that we need to toot our own horns more. A colleague and she received very prestigious award given out at the National Veterans Creative Arts Festival – Shirley Jeffries Memorial Award. D. Benkovitz received the Paul Ross Award for Excellency in Education and Community Engagement. G. Verhagen shared that his son made fifth chair in Senior Regional Orchestra as a sophomore that gives him the right to audition for All State Orchestra. C. Blank will co-present with Angela Guerrirero in the first online conference (OCMT) for music therapists. B. Abrams shared that his provost recommended retaining him for another year. N. Galerstein shared that Andrew Chris wants to produce a big piece on music therapy for public radio locally and hopefully will syndicate it with Nina. G. Behrens received a faculty grant to go to Korea. E. Abbott announced that IRB approved her proposal so she will begin collecting data in January 2011. K. Vogt shared that her Senior Voice Recital is scheduled for this upcoming Sunday. C. Shultis is amidst collecting dissertation data. M. Phillips presented on music therapy at Sanctuary with unexpectedly high attendance. K. O'Grady just finished with her first national presentation.

CONCLUSIONS None.

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

None identified

n/a

n/a

MOTION TO ADJOURN	G. Behrens
MEETING CLOSED	At 7:07 PM
NEXT MEETING	March 2011 at the MARAMTA Conference—Saratoga Springs, NY