



MAR-AMTA Executive Board Meeting

MINUTES	November 15, 2018 November 16, 2018	6:00PM - 7:20PM 7:30PM - 9:00PM	MAR-AMTA Executive Board Business Meeting Dallas, TX
MEETING CALLED BY	Michael Viega, President		
TYPE OF MEETING	2018 AMTA National Conference Executive Board Meeting		
FACILITATOR	Michael Viega, President		
NOTE TAKER	Beth Deyermond, President-Elect		
PRESENT	Mike Viega, President Beth Deyermond, President-Elect; Ming Yuan Low, VP Membership; Bridgette Sutton, Treasurer; James Maxon, Treasurer-Elect; Lauren Faggiano, VP for Conference Planning-Elect; CJ Shiloh, Government Relations-Elect Donna Polen, Assembly Chair; Gary Verhagen; Parliamentarian; Jason Willey, MARAMTS Advisor; Colleen McDonough, MARAMTS Vice President Tara O'Brien, Public Relations		
ABSENT	Julie Neal, Past President Jenny Swanson, VP-Elect for Conference Planning; Mark Ahola, Historian/Editor Amy Rodgers-Smith, GR Chair Shawna Vernisie, Recording Secretary		
CALL TO ORDER:	Meeting was called to order November 15, 2018 at 6:12PM		
I. OPENING PROCEDURES	Michel Viega		
A.	Call to Order at 6:12 PM		
B.	Approval of Agenda,		

- C. Approval of Minutes
- D. Approval of Consent Agenda, Motion to accept consent agenda by Beth Deyermond, 2nd, motion passes

II. OFFICERS REPORTS

**A. PRESIDENT
MICHAEL VIEGA**

DISCUSSION

- Report from Regional President’s Meeting and Board of Directors Meeting at Conference Live streaming? Might be difficult as we would feel censored. Having 2nd thoughts – not wanting to do it. Talk with Tara and possibly doing live check in after the meeting or live tweeting or something like that
 - Liability insurance and D&O insurance for conferences (directors and officers insurance). If someone gets hurt at conference, they could sue Board personally. Something to consider. Can talk with AMTA for ideas of where to get C&O.
 - **ACTION ITEM Mike and Beth will look into C&O insurance**
 - Bridgette – BOE was encouraging us to have a bookkeeper. We were late with our 990 this year because of our issues finding an accountant. This caused AMTA to be unable to report for taxes. We will need to do a 990 in the spring. We do now have an accountant. Treasurer and Treasurer Elect do check writing and budgeting while the accountant does taxes and audits.
 - Judy Simpson shared that they have found that Lobbyists are not necessarily helpful for licensure. States that do NOT have lobbyists and focus on grass roots efforts have been more likely to receive licensure. Donna – AMTA agree to provide \$5000 to a state for a lobbyist. Bridgette – we should look into this more before making a decision. Gary – doesn’t matter where, but do we feel that we as the MAR are spending the money for the lobbyists is what we want to do. Mike – Need to make sure that we are getting what we are hoping for.
 - Reminder the money we are spending for advocacy that is reported is accurate.
 - Tana Grasstein – New and taking over the scholarship process at the National Office. They are looking for reviewers for the scholarships. If you know of anyone who would be interested in doing this, please speak with Mike. Ming Yuan will generate a list of reviewers.
 - Angie Elkins spoke about membership and increasing membership. Be aware of #composing community, #eachnotecounts, #weareAMTA. Use these when posting on social media.
 - Membership phone drive is being recommended by AMTA. Is this something we want to do again? We have also done a lot of outreach. Gary – we need to be careful with nomenclature. People may be upset with BOD or AOD but they speak of it in general as AMTA. MAR IS AMTA. Donna – doesn’t think the majority of members know about the governance and organizational structure to understand that. Do we want to do a phone drive to reach out? Donna – the last time we did it, it was part of the student service project and that has come some issues. Tara – also didn’t feel comfortable about asking people why they didn’t maintain membership. Ming – things are going well with scholarship applications, so the information is getting out there.
 - Phone drive would have to be in February. Tara – MAR has done a lot to support members and feels that we should continue on that path. Gary – sometimes being heard is what they want. Frame it as we want to hear your thoughts. Mike – now might be a time to let people know what we are doing and the exciting things happening

with AMTA. Jason – even leaving a message could be a good way of reaching out. Bridgette – would people be more apt to open an email? Or do a google survey? Lauren – might be better if it was from a board member and addressed to specific people. Link to form could be in the body of email. Bridgette – ask Assembly delegates to help. Donna – talking about membership committee and something that we should look into again. Or person in the VP membership position can always to ask people to help.

- **ACTION ITEM – Ming Yuan, Donna, Jason, Tara – look into having a membership drive and how it will happen.**
- AMTA DEI committee has recommended that 15% of concurrent sessions, 1 CMTE and 1 poster session should be DEI focused.
- Lee Grossman will come to the MAR business meeting (near the end) to introduce himself. Tara will post something on social media and website about this inviting people to come.
- Andi Farbman Government relations fund. MAR has pledged to contribute. Motion – contribute as a Board \$250 to the Andi Farbman Government Relations Fund., 2nd . Motion passes
- Mike would like to publicly thank and recognize Andi for all of her work over the past 30 years. There really is no amount of thanks that is enough for the amount of work she has done.
- BMTN Requesting us to donate to them to help in their advocacy. We currently have \$1200 that could be made available. Bridgette – mixed feelings. Feeling conflicted – trying to take a lot of steps in this area. Jenny – this group fits a need that was not being met. Donna – need to be careful with setting a precedent. Mike – could become a grant. MAR Gives. Need to make sure that we plan for things. Gary – should check with the national office to make sure it doesn’t affect our 501-C3 status because it would be giving outside of our organization. Bridgette will ask and we can revisit tomorrow.
- Sexual Harassment report (Donna and Ming) – survey has gone out and results can be reported tomorrow. Plans are to do a concurrent in Reston to go over survey results and have an open forum discussion. Final report in Reston to complete the charge from the Exec Board. Ming made a mistake that involved something financial. When asking CMTE for the emails to send the survey, there was a charge of \$126.91.
- DEI committee (Jenny)- Jasmine Edwards will be the new co-chair. Wording of charges will be used to help with working that is hoped will go into the bylaws. Timely and effective response to Pittsburgh tragedy and people have reached out to Jenny, Ming, and Mike in response to it. Working with disaster relief projects for targeted hate issues. Need to make sure boundaries are clear between the two ideas.

Recess at 7:17

Call back to order 7:34PM

Welcome to Stephenie Sofield and Gabby Ritter

CONCLUSION	See “Discussion” segment points.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
ACTION ITEMS See “Action Items” on page 10 of Minutes document.		

DISCUSSION	B. PRESIDENT ELECT BETH DEYERMOND The state associations continue to do a lot throughout the year and specific information is shared in my board report. The Constitution and Bylaws committee will be meeting in the New Year. Handbooks continue to be updated. Thank you to everyone who has handed them in thus far.		
CONCLUSION	See "Discussion" segment points.		
ACTION ITEMS	See "Action Items" on page 10 of Minutes document.	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	C. PAST PRESIDENT JULIE NEAL No report given		
CONCLUSION	See "Discussion" segment points.		
ACTION ITEMS	See "Action Items" on page 10 of Minutes document.	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	D. ARCHIVIST MEAGHAN BAKEY No report given.		
CONCLUSION	N/A		
ACTION ITEMS	See "Action Items" on page 10 of Minutes document.	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	E. HISTORIAN MARK AHOLA No report given		
CONCLUSION	See "Discussion" segment points.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

ACTION ITEMS See "Action Items" on page 10 of Minutes document.		
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DISCUSSION	G. VICE PRESIDENT FOR MEMBERSHIP MING YUAN LOW Membership report – 46 member increase Scholarships are up and running and applications are coming in. In the process of transitioning duties of scholarships to Carol Ann. Thinking of sending out survey to ask members of what type of supports they need for us. Might wait for a bit because we are sending a lot of survey. Disaster Preparedness Plan – this is a fresh document and was created with consultation by Jim Borling. The national team doesn't have anything in place yet either and are interested in what we come up with. Hoping to be able to ask CBMT for contact information of MT-BC's within specific zip codes if needed. Mike – Board needs to vote on a Policy BEFORE creating procedures.	
	CONCLUSION See "Discussion" segment points.	
ACTION ITEMS See "Action Items" on page 10 of Minutes document.	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	H. VICE PRESIDENT FOR CONFERENCE PLANNING JENNY SWANSON <ul style="list-style-type: none"> - All info is in Board Report. - Need to reconsider the use of the words "Blind Review" and should be using masked or anonymous. - Need to approve the app contract for the conference app. 2-year conference and had a price increase of \$250. They are also adding an option to print - <i>Jenny moves to approve the contract and license agreement as presented. 2nd. Motion passes</i> 	
	CONCLUSION See "Discussion" segment points.	
ACTION ITEMS See "Action Items" on page 10 of Minutes document.	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	I. TREASURER BRIGETTE SUTTON <ul style="list-style-type: none"> - We are financially sound - We did submit our tax information and are getting our dues amounts from AMTA. Also paying things as budgeted. - Working with students to get them moving forward to a better budgeting process and electronic banking system. Things are being figured out how to move forward. - Do we want to revisit national conference reimbursement policy? Currently reimburse a flat rate of \$150 to Board members, AOD, Committee reps. (44 people at \$150). People must attend all meetings related to their position and the national and regional business meetings. If you are presenting or having a conflicting meeting, you must find a replacement. Currently works on honor system. 	

	<ul style="list-style-type: none"> - ACTION ITEM - Mike – would like the finance committee to revisit national conference reimbursement policy with Donna, Mike, Julie, Beth, and finance committee to review. Really need to look at assembly alternates and travel issues. The challenge is creating a policy that is clear and fair. Gary – caution assigning intent to the policy because of micromanaging - Bridgette – motion to move \$500 to fall business budget line to the philanthropy budget line and \$50 from fall business meeting to president’s discretionary fund. 2nd Passes - Jenny moves that we donate \$250 to the Black Music Therapy Network. 2nd Passes - MAR Gives (application for donation/grant) initiative would be part of the finance committee. We will revisit this this when we create new budet - ACTION ITEM – finance committee. By Spring Meeting policy and procedures will be brought to the board about MAR Gives. 		
CONCLUSION	See “Discussion” segment points.		
ACTION ITEMS	See “Action Items” on page 10 of Minutes document.	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	<p>J. GOVERNMENT RELATIONS AMY RODGERS-SMITH</p> <ul style="list-style-type: none"> - Donna sat in on national GR report. Should have talking points from national office by tomorrow morning. There was a lot of talk on funding people to attend ARTS advocacy day and how important that is – would like regional boards to fund 2 people to attend. Confirmed national hill day will be on Thursday March 8, 2019. Talked about 990 reporting - National Hill day in Reston – questions as to preparation and they can now report that conference call with local committee, Jenny, CJ and Amy, and National team, things are moving forward. Replicating what happened in Maryland in 2012. National team is implementing a CMTE and will work with Jenny on scheduling and hotel blocking. - ARTS Advocacy Day scholarship – some discussion on who will be responsible for it – GR or Membership. If it is housed under GR, they are more apt to be able to answer questions and can do the masked review. From the treasurer’s standpoint, whoever is administering the scholarship should house the budget line. CJ will announce it at the membership meeting tomorrow. - VA – hill day planned - DE little communication - MD – bill will be reintroduced - WV – hill day planned on 1/24 - PA – looking for new sponsor in the house as their former sponsor was not elected. Doing a sunrise review and looking at ongoing issues with waivers and medical assistance - NJ – ongoing and has one more possible hearing 1/5 - NY – hill day coming up 3/25. Looking at having a drum circle facilitator coming out. Assembly/Senate flipped to democrat so Funke is no longer a sponsor. 		
	CONCLUSION	N/A	
ACTION ITEMS	See “Action Items” on page 10 of Minutes document.	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	K. DONNA POLEN ASSEMBLY CHAIR <ul style="list-style-type: none"> - The MAR Delegation will be reading our statement which will later be submitted in writing for the full Assembly, all Delegates and Alternates. 		
CONCLUSIONS	See "Discussion" segment points.		
ACTION ITEMS	See "Action Items" on page 10 of Minutes document.	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	L. STUDENT AFFAIRS ADVISOR JASON WILLEY <ul style="list-style-type: none"> - Student Leadership Academy - Natasha Montgomery would like students to be a part of the Hill Day. - Passages was wonderful. Hosted by Radford and there was a remarkable turnout. Keynote address was moving (Adineke Webb). Presentations were excellent in quality. Two presentations have been selected to be presented at regional conference in Reston. - A number of concurrent sessions will be geared towards students - MAREntoring program – looking at difference between mentor and supervision. MAREntoring program looking into who is interested as mentor and mentee (professional and student). Forms have been created and are hoping to be rolled out soon via social media and other strategies. Filling out form only expresses interest, it is not a commitment. - Unfortunately student president was not able to be here due to a personal emergency but president elect has stepped up to the place. - Google forms have been created for #ProfMarcCushMonday. Please disseminate as much as possible. - Canning project has been rebranded to MARAMTS Gives Back. Raising money for MusicLink which would be a local to Reston. - Scholarships are posted and deadlines are approaching. 		
CONCLUSION	See "Discussion" segment points.		
ACTION ITEMS	See "Action Items" on page 10 of Minutes document.	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	M. PUBLIC RELATIONS TARA O'BRIEN <ul style="list-style-type: none"> - going to meet with Erin in December to start making edits on the website - continuing post about scholarships - Speaking with Olivia (MARAMTS PR chair) to create own website 		
CONCLUSION	See "Discussion" segment points.		
ACTION ITEMS	See "Action Items" on page 10 of Minutes document.	PERSON RESPONSIBLE	DEADLINE

III. NEW BUSINESS

DISCUSSION

A. PRESIDENT
MICHAEL VIEGA

- **Clare Arezina speaking about Continuing Education:** CMTE – continue to be busy. 6 CMTE’s during the fall which are a great resource for the region. Things are very overwhelming. Some options:
 Can offer encores of things that happen at conference
 Potentially having CMTE have a committee and/or sit on the board as a nonvoting member. This would be a change to the C&B. Is this something that we want to move on?
ACTION ITEM – C&B committee to discuss adding CMTE chair as a nonvoting, appointed member of the board, draft language by January 15, 2019.

Some questions: Do we have a limited number of people who can be on the board? Original law which limited number of people on the board no longer exists. What is the justification for it being a board position? To center continuing education as a priority for the region. Currently position is disconnected from the work of the board and this would help her be more aware. CMTE chair is free to ask for help.

ACTION ITEM – Gary will clarify C&B process at our next Zoom meeting.

- **Anti-harassment – Assembly Anti-harassment work group.** Gary – last year Assembly meeting, a story of harassment was shared by a member. Gary made a motion for council coordinators to review documents for anti-harassment language. There are many moving parts: Code of ethics potentially changing and having snippets of other documents. Anti-harassment policy and procedures should be written by the Assembly. Speaker established a work group, select the chair and each president would chose one delegate/alternate to create this for the Board to be approved by legal counsel. Leah Oswanski has nominated herself to be the delegate. Founding member of “Team Rainbow” and very passionate about this topic.

Beth moves to approve the appointment of Leah Oswanski to the Assembly Anti-Harassment work group. 2nd. Passes

Donna – speaker at faculty forum was amazing and has information to give to the chair of the workforce

Tara moves to extend the meeting to 9:15PM, 2nd passes

- **Disaster policy – Natural disaster procedures** – if we know it is coming, we can prepare people ahead of time. Defined manmade disaster procedures
 It is the policy of the Mid-Atlantic Region of AMTA to respond to natural and man-made disaster events affecting music therapy professionals and students within the region.

Tara – move to approve policy as written, 2nd. Passes

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IV. GOOD AND WELFARE	
DISCUSSION	<p>A. PRESIDENT MICHAEL VIEGA</p> <p>Sending healing energy to Rachel who was in a car accident before the conference. Congratulations to Amy on the birth of her son William. Congratulations to Stacey Hensel on this birth of her son, Milo. Hakeem is doing well with his treatment Completed 3rd round and is doing well. Condolences on Al Bumanis' passing. Thinking also of National Office and their grieving process. Would like to recognize the 30 year service of Andi Farbman and congratulations on your retirement. Congratulations to Joni Milgram-Lutterman on the announcement of her retirement</p>

MOTION TO ADJOURN	<i>Brigette moves to adjourn the meeting, 2nd. Passes</i>
MEETING CLOSED	9:15PM
NEXT MEETING	Regional Executive Board Meeting, March 2019, Reston, VA

MAR Exec Board Action Items

From 2018 AMTA National Conference Exec Board Meeting

Dallas, TX

Prepared on January 3, 2019

	Action Item	Person Responsible	Deadline
1	Research Directors & Officers insurance for future conferences	Mike Viega and Beth Deyermond	MAR Conference, March 2019
2	Generate a list of reviewers for scholarship at the National level.	Ming Yuan Low	National office deadline
3	Look into facilitating an AMTA membership drive and develop a plan of how it will be structured	Ming Yuan Low, Donna Polen, Jason Willey, Tara O'Brien	MAR Conference, March 2019
4	Revisit National Conference Reimbursement Policy (especially looking into assembly alternates and travel issues)	Finance committee, Donna Polen, Mike Viega, Julie Neal, Beth Deyermond	MAR Conference, March 2019
5	Develop policy and procedures for MAR Gives to be brought to the MAR Exec Board	Finance Committee	MAR Conference, March 2019
6	Discuss adding CMTE Chair as a non-voting, appointment member of the MAR Exec Board	Constitution and Bylaws Committee	By January 15, 2019
7	Clarify the Constitution and Bylaws process	Gary Verhagen	At the next zoom meeting



MAR-AMTA Executive Board Meeting

2018 AMTA Mid Atlantic Region Executive Board Meeting at National Conference

Dallas, TX

Thursday, November 15, 2018, 6 PM - 7:20 PM

Friday, November 16, 2018, 7:30 PM - 9 PM

AGENDA

I. Opening Procedures

- A. Call to Order
- B. Approval of Consent Agenda *p. 3*

II. Officer's Reports

- A. President Michael Viega
 - a. Report, *p. 4*
 - b. Black Music Therapy Fund request
 - c. Hiring of a bookkeeper
 - d. Finding people to review scholarships
 - e. Sexual Harassment Ad Hoc Committee Report, *p.6*
 - f. Diversity, Equity and Inclusion Ad Hoc Committee Report, *p. 8*
- B. President Elect Beth Deyermond
 - a. Report, *p. 9*
- C. Past President Julie Neal
 - a. No report submitted
- D. Archivist Janet Spink
 - a. No report submitted
- E. Historian Mark Ahola
 - a. Report, *p. 10*
- F. VP for Membership Ming Yuan Low
 - a. Report, *p. 11*
 - b. Arts Advocacy Day Scholarship
<https://docs.google.com/document/d/19H-QLHUg-yry6KJ7vMwSXF2LzgW6qV61G83NDhJ-cD4/edit>
- G. VP for Conference Planning Jenny Swanson
 - a. Report, *p. 13*
- H. Treasurer Brigette Sutton
 - a. National Conference Reimbursement Policy
 - b. Report, *p. 14*

- I. Government Relations Chair
 - a. Report, *p. 15*
- J. Assembly Chair
 - a. No report submitted
- K. Student Affairs Advisor
 - a. Report, *p. 18*
- L. Newsletter Editor
 - a. Report, *p. 21*
- M. Public Relations
 - a. No report submitted

Amy Rodgers-Smith

Donna Polen

Jason Willey

Mark Ahola

Tara O'Brien

III. New Business

IV. Good and Welfare

V. Adjournment

**MAR-AMTA Executive Board Meeting
CONSENT AGENDA**

1. Approval of Agenda
2. Approval of Minutes:
 - a. Fall Executive Board Meeting
 - b. ZOOM Video Meeting 10/16/18

President Report
MAR-AMTA Executive Board Meeting
Dallas, TX
Michael Viega, Ph.D., LCAT, MT-BC
Report Submitted November 2018

1. Report from Regional President's Meeting and Board of Directors Meeting at Conference
2. Request for funds honoring Executive Director Dr. Andi Farbman. See message from Assembly Speaker Snell:

As you know the Board created a new fund called the "Andrea Farbman Government Relations Advocacy Fund." If each region could pledge to contribute to the fund, a statement that 100% of the regions donated. Perhaps Regional Presidents could state that at the Assembly after the Executive Director's report / and Q & A with the Delegates. This is a thought and, of course, not a demand. I am putting this out there for a consideration and or to seek other thoughts.

The motion that created the fund reads as follows:

"...This fund is being established to acknowledge, honor and continue the work done by Dr. Andrea Farbman during her 30 years of leadership for the music therapy profession. Initially hired as the Director of Government and Public Relations she was later selected to serve as the Executive Director. Under her guidance AMTA has distinguished itself as a leading advocate for music therapy as the single largest music therapy association in the world.

Once at a sustaining level, this fund will be guided by the AMTA President, President Elect, Past President, Treasurer, Executive Director and the Government Relations Co-chairs. Possible projects may include but are not limited to the following: Stipend for government relations training and work at the AMTA National Office; Support for training staff and members; Development of special projects including videos, written information, presentations; and support for special opportunities such as hearings, testifying for legislation, collaborations such as the Kennedy Center and NIH."

3. Hiring a bookkeeper
4. AMTA is looking for fresh people to become reviewers for scholarships and would like to have all Regions represented.
5. AMTA membership committee is requesting that regions participate in a phone drive to help boost professional members numbers. Looking at creating a "family/community" of music therapy rather than talking about money and are looking for volunteers to do this.
#ComposingCommunity #WeAreAMTA #EachNoteCounts

6. The Black Music Therapy Network is requesting funds to support their ongoing efforts to fund events that make BMTN and Allies Gatherings happen. See note (below) from Founder, Marisol Norris.
7. Ad-hoc on Sexual Harassment Report
8. Ad-hoc for Diversity, Equity, and Inclusion Report

Thank you all for your continued service of the MAR-AMTA.

In service,

Michael Viega, Ph.D., LCAT, MT-BC

Fellow, Association of Music and Imagery

President, MAR-AMTA

Black Music Therapy Network, Inc.

Nov 7, 2018

Dear Dr. Mike Viega,

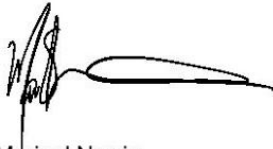
The Black Music Therapy Network, Inc. was created as a progressive response to the growing need of interconnectivity and support for Black music therapy professionals and music therapy degree-seeking students. On November 17th, we will host our second BMTN and Allies Gathering at the Hyatt Regency Dallas during the American Music Therapy Association's annual conference. The purpose of this event is to centralize the work of Black music therapist and promote the intellectual, political, and social growth for BMTN members and allies striving towards effective community stewardship. In so doing, we will honor Black music therapist that have contributed to the development and growth of the music therapy field and engage in active dialogue centered around (re)defining and (re)framing community engagement within music therapy practice with community leaders and social justice activists Clyde Valentin, director of Ignite/Arts Dallas, and Lee Merritt, civil rights attorney.

In addition to this curated space, we hope to raise funds for student scholarships and the continued work of the Black Music Therapy Network, Inc. Our fundraising efforts have included the sale of artwork by art therapist Niahmah Thomas and membership donations, however, we think these efforts would go even farther with the monetary support of AMTA's Mid-Atlantic Region.

BMTN would like to invite you to support this event with a financial contribution that would assist in its success of the BMTN & Allies Gathering. Your kind contribution would make a big difference in engendering new ways to engage in music therapy that is both collaborative and civically responsible and provide resources for Black music therapist and degree-seeking students.

Thank you for your consideration and we look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Marisol Norris', with a long horizontal flourish extending to the right.

Marisol Norris
Founder, Black Music Therapy Network, Inc.

MAR Ad-Hoc Committee on Sexual Harassment
MAR-AMTA Executive Board Meeting
Dallas, TX
Donna W. Polen, LCAT, MT-BC, Co-Chair
Ming Yuan Low, MA, MT-BC, Co-Chair
Report submitted November 9, 2018

ACTION ITEMS: None at this time.

The committee is comprised as follows:

MEMBERS

Jasmine Edwards
Clarissa Karlsson
Ming Yuan Low, Co-Chair
Kate Myers-Coffman
Donna Polen, Co-Chair
Gregory Rupp

ADVISOR TO THE COMMITTEE

Meredith Roman Pizzi

Since our last report (September 2018), the committee met again by conference call on 11/1/18. We finalized the details of the survey, including the introductory statement and overall content, and provided our final draft to the MAR DEI Committee for review and feedback. We received a few suggested clarifications from one of the committee members which we incorporated into the survey.

Kate, Ming Yuan, and Clarissa are taking the lead with building the survey through Drexel's Qualtrics software. Target date for mailing is prior the AMTA annual conference in Dallas. Details on distribution were determined, with the following general timeframes identified:

- Distribute prior to AMTA conference in Dallas
- Mention it at MAR Business Meeting in Dallas (Saturday, 11/17, 9:30-11:00 am)
- Some intermittent reminders to be sent out
- Survey closes Friday, 12/7/18
- Final report completed for MAR EB by the conference next March in Reston, VA
 - (to be worked on in January and February once survey results are in)

Although the deadline had passed, the committee decided to request a 50-minute concurrent session timeslot at the MAR conference in Reston, VA, next March. Ming Yuan and Donna contacted Jenny Swanson, VPCP, and Lauren Faggiano, VPCP-Elect, to make this request, which was approved. The committee is working on getting the necessary program information submitted as soon as possible.

Finally, 4 members of the committee are attending the Dallas conference and will try to cover all concurrent sessions there on the topic of sexual harassment to further inform our work. We are also reviewing the draft Aspirational Code of Ethics and comparing it to guidance documents from 14 related

organizations that we reviewed, with a particular focus on how sexual harassment and sexual assault are addressed.

Respectfully,

Donna W. Polen, LCAT, MT-BC
MAR Assembly Chair

Ming Yuan Low, MA, MT-BC
MAR Vice-President for Membership

Co-Chairs, MAR Ad-Hoc on Sexual Harassment

MAR Diversity/Equity/Inclusion Ad-Hoc Committee Report
November 2018
Submitted by: Jennifer Swanson, DEI Committee Chair

Updates:

- Members:
 - Jennifer Swanson, Chair, Philadelphia; Adenike Webb, Philadelphia; Gabriela Asch-Ortiz, Brooklyn; Jess Asch-Ortiz, Brooklyn; Jon Fessenden, Long Island; Monica Torres, Virginia; Jasmine Edwards, New York
 - Student Members: Idalia Blake, Rochester; Adaisha Cole, Maryland
- Members chosen via an application process
- Two meetings held via Zoom: 9/20/18, 11/1/18
 - Next meeting to occur in December

Purpose:

- Current draft of charges
 - Promote cultural competence within the region by increasing accessibility to regional training and resources on issues related to diversity, equity and inclusion.
 - Develop and optimize standards for MAR conference proposal submissions and presentations as they relate to diversity, equity and inclusion, and provide related recommendations to the conference committee.
 - Make recommendations to the MAR-AMTA Board promoting standards of professional competence and developing knowledge as it pertains to diversity, equity, and inclusion for the region. This may include language for new policies and procedures.
 - Collaborate with board to address national and human rights disasters that negatively impact members of our region.
 - Provide recommendations and access to trainings for music therapy university programs in the region.
- Response to recent synagogue shooting in Pittsburgh
 - Making a public statement as soon as possible is important so that music therapists feel supported immediately
 - Statement was made in collaboration with MAR President and MAR VP of Membership
 - Going forward, will likely designate specific DEI committee members to assist with these situations
 - Discussion regarding when to make statements
 - For example, a young black man was killed in NYC that same week but it didn't make national news
 - May not require a big statement, but would it be helpful for a DEI committee member to reach out to music therapists who may have been affected?

Goal:

- Ad-hoc DEI committee to come up with language to add to the MAR Constitution and Bylaws so that it will become a MAR standing committee pending executive board approval during the MAR conference in Reston

President Elect Report
AMTA National Conference MAR Executive Board Meeting
Beth Deyermond, MA, MT-BC
Dallas, TX
Report Respectfully Submitted November 2018

1. Update from State Organizations
 - a. Virginia Music Therapy Association
 - i. No update
 - b. Maryland Association for Music Therapy
 - i. Starting the process of putting together a nominating committee for our upcoming elections in Spring of 2019, and also sending out officer duties and bios for membership to see if they are interested in running!
 - ii. Continue to revise our bylaws and try to model them after any MAR or AMTA changes.
 - iii. Website had major problems over the summer from people hacking our site, but we are happy to say that marylandmusictherapy.org is up and running with new security systems in place. With this we will be able to start our Members Only section for voting, registering, or updates, and we will also begin to sell merchandise on our website!
 - iv. MAMT will undergo our first external audit in the Spring, which we put into place as another way to have transparency between the board and membership.
 - v. Have been supporting local events like the Baltimore Buddy Walk, and other events membership brings to our attention where we can advocate for and represent the field of music therapy.
 - vi. After Al Bumanis' passing, the board has decided to start the process in having an award in Al's name that would be offered to our membership annually, for a member who helps to further those ideals that Al showed us in advocating for music therapy.
 - vii. Trying to re-submit our State Bill after it came to a stand still as our committee that we fell under was frozen from taking on any new bills at this time. So we are waiting for further instructions from our delegates to see what our next steps will be after elections are finished.
 - c. New Jersey Music Therapy Association
 - i. Hosted workshop titled: Ethics for the 21st Century Music Therapist on October 28, 2018 with guest speaker Cheryl Dileo
2. Constitution and Bylaws Committee
 - a. Current C&B can be found here:
<https://drive.google.com/file/d/10KAfUfdYnS3wPxuJpYHnux6ir-kb84YR/view?usp=sharing>
 - b. Members: Beth Deyermond, Tara O'Brien, Donna Polen, Becky Warren, Gary Verhagen
 - c. Other interested parties should contact Beth Deyermond at
maramtapreselect@gmail.com
3. Handbook

- a. More updated handbooks are rolling in. Thank you to everyone who has worked on this. It will be very helpful to individuals who are considering running for Board positions as we move forward with the nominating process.

Historian Report
2018 MAR-AMTA National Conference Executive Board Meeting
Mark Ahola
Elizabethtown, PA
Report Respectfully Submitted September 2018

1. The Historical Preservation Committee (minutes - <https://docs.google.com/document/d/18XdbMO6ZMo7X6XaA2dMIWo1sakhMM6uBs93FwduWtek/edit>) had a recent teleconference. Some of what we discussed includes:
 - a. Need for new members (who and how to recruit)
 - b. Gathering historical items/information from MTs for timeline as well as archives
 - c. Putting more items in the google drive archives folder
 - d. What to include in Winter newsletter.
2. In addition to our presence at the MAR booth at 2019 MAR conference, historian and archivist hope to co-present in 2 concurrent sessions
 - a. Fireside chat – The History, Present, and Future of Research in MAR (with Tony Meadows, Gene Ann Behrens, and Joke Bradt)
 - b. Go Take a Hike Through the Archives (archivist and historian will present key documents and more through engaging tasks.
3. Here is a link to “History of the MAR Region Timeline 1927-Present. Feel free to add to it using bold font.
https://docs.google.com/document/d/1izvYHbTeFOaL4IVN6qRBteecvgjUihfmvny_59eRgHM/edit?usp=sharing

Vice President of Membership Report
MAR-AMTA National Conference Executive Board Meeting
Dallas, TX
Ming Yuan Low, MA, MT-BC
Report Submitted November 2018

1. Membership Report

As of September 30th, we now have 830 members in the Mid-Atlantic Region. That is a 46 member increase from last quarter. However, that is 26 members fewer at the same time last year. The most significant decrease is the number of Grad Student Members.

The comparison is as follows:

	2017	2018
Affiliate members	4	6
Associate members	9	9
Grad Student members	129	113
Honorary Life members	6	6
Inactive members	2	1
Life members	1	0
Patron members	2	2
Professional members	483	481
Retired members	24	17
Student members	196	195
Total	856	830

2. Scholarships

The organizational aspects of the region’s scholarships are back on track, and we have been steadily getting applicants. We are also in the process of transitioning the duties of scholarships to Carol-Ann Blank. She is currently responsible for the administration of the Membership Support Award.

However, I am concerned that no one has applied for the Professional Development Award despite the many ways I promoted it. I posted the announcement on Facebook, which garnered a stream of excited comments, but no one applied. I also contacted all the advanced training programs within MAR, but no one applied either.

Action plan: I want to survey our members (after the sexual harassment survey) to see their thoughts on our scholarships. Are they aware of it? Do they need it? If so, what are the barriers of them applying for scholarships? What other supports, financial or otherwise, could we provide?

3. Disaster Preparedness Plan

I have worked with Jenny Swanson in finding resources for man-made disasters. However, it seems like the protocols for disaster preparedness is similar, regardless of nature-caused or man-made disasters. I will be discussing this with the national team at this conference. I, in consultation with Jim Borling, have also created the following action plans and document for dissemination for MAR. I would like to thank Jenny Swanson, Jim Borling, Gene Ann Behrens, and Barb Else for their input in the creation of this document.

https://docs.google.com/document/d/1pLPI-2nxVNjgvyUDivRBNI_xTrLnSpu6xu7Q3L1wFbE/edit?usp=sharing

**MAR-AMTA Vice President of Conference Planning
Executive Board Meeting
Jenny Swanson, MMT, MT-BC
Report Submitted November 2018**

1. 2019 Reston Conference
 - a. Dates for conference are March 8-10, with Pre-Conference Institute on March 7 and National Hill Day on March 6 or 7.
 - i. National Hill Day being planned in collaboration with AMTA, Amy Rodgers-Smith, CJ Shiloh, and local committee
 - ii. Update is that it IS happening.
 - iii. This year there will be no advocacy breakfast, due to Hill Day, and conference days shift
 - b. Conference co-chairs, Gary Verhagen and Becky Sowers
 - i. They are still doing an AWESOME job.
 - c. Opening ceremony booked: Rochelle Rice!
 - d. Anonymous reviewers have been given their proposal assignments. Approximately 30 reviewers. Total of 108 proposals- 3 more than last year
 - i. LANGUAGE ALERT: 'Blind' review should be "masked" or "anonymous" review going forward
 - e. Chris Gold has booked a decorator, completed the prospectus, and opened registration for exhibitors!
 - f. App company
 - i. Contract and license agreement needs review and board approval
 1. https://drive.google.com/file/d/0B4_Lq5Gs6uQBRm1HV0t2UHNkdURpTUFJdC1uNEdsR1daUEpr/view?usp=sharing
 2. https://drive.google.com/file/d/0B4_Lq5Gs6uQBMEFjRUVybjE0ZkFzV05ZN2tFXzIZUTIEM2hR/view?usp=sharing
 - ii. Price increase of \$250
 - iii. 2-year contract
2. Conference Planning 2020
 - a. Conference will take place at the Hyatt Regency Golf and Spa Resort of Chesapeake Bay, MD
 - b. Conference dates are 3/19-21, 2020.
3. Conference Planning 2021
 - a. Hilton Harrisburg booked. Dates are 4/8-10, 2021.

Treasurer Report
MAR-AMTA Executive Board Meeting
AMTA National Conference, Dallas, TX
Brigette K. Sutton, MA, MT-BC
Submitted November 8, 2018

1. Current Account Balances as of November 8, 2018:
 - a. Operating budget: \$46,877.32
 - b. Conference: \$2981.37
 - c. Government Relations: \$11,062.00
 - d. Student: \$3595.23
 - e. Vanguard/Liability Reserve: \$55,480.05
2. Accountant
 - a. We did submit our 990 tax information.
 - b. We paid \$560 for these services.
3. Money Matters
 - a. We received our third quarter dues from AMTA in the amount of \$511.88.
 - b. We have paid \$6000 for research awards so far as budgeted, including the Graduate Research Award and the Collaborative Research Award.
 - c. Updating our Vanguard account to the current EIN and signatories continues.
 - d. I am working with the student treasurer, Darian, to update the MARAMTS treasury request process and documentation, modeled after our system. I am also moving the student account toward using bill pay rather than re-ordering paper checks.

**Government Relations Report
MAR-AMTA National Conference
Dallas, TX
CJ Shiloh, MT-BC
Amy Rodgers Smith, MMT, MT-BC
Report Submitted November 2018**

1. National Government Relations News
 - a. Donna Polen will represent Amy/CJ in the national GR committee meeting on 11/15/18.

2. National Hill Day in Reston Update
 - a. Conference call on Oct 4th with national team, Mike, Jenny and other conference planning committee members went better than expected.
 - b. National team had a strong plan for how to implement a CMTE and Hill Day. They will be taking the lead and have already been in communication with conference planning.

3. Arts Advocacy Day Scholarship Application Open
 - a. Discussion with Membership Chair (Ming) for this scholarship to go under GR budget and purview.
 - i. Reasoning:
 - ii. 1) you are best equipped to answer any and all questions regarding this scholarship
 - iii. 2) you are best equipped to find the most appropriate reviewers for this scholarship
 - iv. 3) these applications should be blinded by you before sending them out. For that, you need full access of the scholarship forms.

4. Subcommittee for TF Procedures
 - a. On hold at subcommittee level

5. Task Force Updates
 - a. VA - Oct 23rd VASTF hosted a statewide conference call to discuss advocacy efforts on the state level. The purpose of the call was to allow MT-BC's in VA to ask any questions, state concerns, and/or obtain a better understanding in relation to recognition. Hill Day in 2019, date TBD.
VASTF staying apprised of latest developments in Loudon County public schools and working with the national team on this issue.

 - b. DE - Very little communication with STF Chairs. CJ will be following up more regularly.

- c. MD - Still in monthly communication with the Board for Professional Counselors, awaiting a decision if they will accept music therapy under their licensing board. Delegate Sample-Hughes plans to sponsor the bill again. Potential sponsor we will be pursuing in the Senate. Both legislators remain in office after recent elections. Delegate Sample-Hughes has encouraged the task force to start informing the Governor about the benefits of music therapy licensure. Still in negotiation with national and state SLPs over exemption language.
- d. WV - Hill Day scheduled 10/24/19. State meeting on 10/28 for professionals and students went well - renewed interest for advocacy and engaging MTs across the state.
Call to Action preparation for upcoming I/DD waiver changes
- e. PA - PASTF/National team worked with the Bureau of Fee For Service and Office of Mental Health and Substance Abuse Services (OMHSAS) to clarify issues related to music therapist requirements for obtaining a Medical Assistance number as part of Fee For Service. Music Therapists will continue to be approved as long as they meet the requirements of holding an MT-BC in good standing.
In dialog with the Office of Developmental programs regarding the Consolidated and PDS Waivers and music therapy.
Gearing up for the next legislative session beginning in January, including a Sunrise Review.
Looking for a new sponsor in the House
- f. NJ - Same bills as last legislative session, reintroduced after pocket veto from the Governor in January of 2018 – Music Therapist Licensing Act A2183 joined the senate version S1687 in Senate Commerce Committee, was not included in the 10/15 hearing as anticipated. Next possible hearing is 12/5.
Drama/Dance Movement therapists bill passed in General Assembly and released from Senate Commerce Committee in September. They have another committee before senate vote. (They started over again this session because of pocket veto). Recreational Therapists bill was reported out of Assembly Regulated Professions; however it has been referred to Assembly Budget Committee so they have another hearing to go at least before a vote.
- g. NY - Senator Funke, although re-elected, will likely no longer be Senate sponsor. Diana will speak with Assemblywoman Solages to determine a possible new sponsor.
3/25/19 Hill Day in Albany; CMTE training hosted at The Music Studio which will possibly be two half day trainings 3/24-25. Marlon Sobol possible drum

circle facilitator. Working with the 5 NYS academic programs to support students in participating.

NYSTF reviewed 3 letters from David Hamilton's office to academic programs reviewing the LCAT application process, and the evolution in increasingly restrictive interpretation of regulation regarding qualified supervisors for the 1500-hour supervised experience requirement. Donna and Diana Georgia will be following up with him directly.

NYSTF student reps - most interested in a new rep being from NYU or Molloy, as all past student reps have been from SUNY New Paltz, SUNY Fredonia, and Nazareth.

**EB Discussion: Returning to 2 student reps due to NY's unique situation with having an existing license that is strictly graduate level, while also pursuing a tiered license that includes undergrad opportunities.

MAR-AMTA Student Affairs Advisor Report
Executive Board Meeting,
AMTA National Conference – Dallas, TX
Jason Willey, MMT, MT-BC
Report Submitted November 2018

1. **PASSAGES 2018: Sharing IDEAS: Inclusion, Diversity, Equity, Advocacy, & Service**
 - a. Held on Saturday, October 27, 2018 at Radford University
 - b. Co-chairs: Meghan Smith, MT-BC (Temple University, Hands in Harmony, RI); Dave Blanco (Radford University student)
 - c. 1st ever Passages Scholarship was awarded to help cover student travel costs-Congratulations Emily Match, Nazareth College
 - d. Strong registration numbers for location at South end of Region: 73
 - e. Keynote address, *What's the big IDEA? Moving toward a social justice framework for music therapy*, given by Adenike Webb, MMT, MT-BC, was an inspiring call to action for cultural competence in music therapy practice
 - f. Concurrent sessions
 - i. "Musicoterapia a Italia: Transcending Cultural Barriers Through Music" (Juliana Joyce; Nazareth College)
 - ii. "The Importance of Self-Care During Music Therapy Practicum" (Maya Johnson & Leah Piemonte; Radford University)
 - iii. "An Introspective Examination of Collaboration with Speech Language Pathologists within a Preschool Language Lab" (Dave Blanco & Skyler Cumbia; Radford University)
 - iv. "Interdisciplinary Work and Cultural Education in Nicaragua" (Emily Match, Madeline Mitchell, Taylor Santabarbara; Nazareth College)
"Improve Your Improv: Identifying Practice Techniques for Developing Musical Spontaneity" (Meghan Smith, MT-BC, Hands in Harmony, RI; & Emily O'Sullivan, MT-BC, BOCES 1, Rochester, NY)
 - v. "Body Percussion and its use in Music Therapy Clinical Work" (Rachel Steffen; Radford University)
 - vi. "Singing With Clients" (Caitlin Dotson & Amanda Marcum; Radford University)
 - vii. "Stress and Coping in Undergraduate Music Therapy and Beyond" (Celia Grove; Music Therapy Intern, Fairfax County Public Schools, Northern VA)
 - viii. "An Unsculpted Block of Time: Working at the Supportive/Activity Level with Groups of Patients in Acute Care, Adult Psychiatric Facilities" (Jon Reichert, MS, MT-BC; Brunswick Hospital, NY)
 - b. Radford University Music Therapy Club provided a pot-luck lunch for all in attendance
 - c. Closing Session Drum Circle facilitated by Ishmale Davis, Founder of the Ujamaa West African Drum & Dance Group at Radford University

- d. Faculty members offered formal feedback to presenters – Thank you to Patricia Winter, PhD., MT-BC; & Lauren DiMaio, PhD., MT-BC
- e. Two “Passages Re-visited” sessions (one presented by new professionals and one by students) will be included in the program for the MAR conference in Reston, VA
- f. Two universities have expressed interest in hosting Passages 2019

1. STUDENT LEADERSHIP ACADEMY 2019

- a. Will continue to serve as a training institute devoted solely to students
- b. Conference committee chairs and planners held a conference call in Oct., 2018 to discuss planning & logistics – chair for the academy is Natasha Montgomery
- c. Students will be joining the Hill Day event Thursday morning

1. MAR CONFERENCE 2019 - SESSIONS FOR STUDENTS

- a. Passages Re-Visited Concurrent Sessions (Two)
 - b. Student Swap Shop
 - c. Student Leadership Academy
 - d. Jenny Shinn Memorial Scholarship Interviews

1. MAR 2018 REGIONAL PROJECT: MARntor Program Continued

- a. Goal of connecting students with professionals working locally in specific areas of clinical interest
- b. Opportunity for professionals to be involved in a mentorship capacity that will help to facilitate networking at future regional and national conferences
- c. Students are working to create a platform for connecting interested students with available professionals in their area

5. MARAMTS Canning Project “Rebranded”

- a. At Fall Business the students voted to rebrand the Canning project due to confusion (lack of clarity between the function of fundraising to “give back” and funds raised to support the student organization) discomfort over fundraising with decorated cans at conference.
- b. The new title: “MARAMTS Gives Back” will be used with the goal of supporting an organization in the city where regional conference is held. Funds will be raised by each chapter prior to regional conference
- c. The sale of merchandise at conference (and during registration) will continue to support the student organization

6. MARAMTS STUDENT SCHOLARSHIPS & DEADLINES-Posted on MAR Website

- a. Sophomore Scholarship – November 26, 2018
- b. Junior Scholarship – November 26, 2018

- c. Graduate Student Scholarship – November 26, 2018
- d. Music Therapy Club Award – December 3, 2018
- e. Jenny Shinn Memorial Scholarship for Music Therapy Interns – January 18, 2019

Respectfully Submitted by

Jason Willey, MMT, MT-BC
Student Affairs Advisor

Colleen McDonough
MARAMTS Vice President

Newsletter Report
AMTA National Conference MAR Executive Board Meeting
Mark Ahola
Dallas, TX
Report Respectfully Submitted September 2018

1. *Tuning In to Rx Music* currently has 3026 subscribers to Constant Contact, a 2% decrease from September report (invalid email accounts have been deleted and our appeal is becoming more selective)
2. Here are open rates for recent issues of the newsletter:
 - a. Fall 2018 – 34% or 1034 opened
 - b. Summer 2018 – 35% or 1050 opened
 - c. Spring 2018 - 37% or 1128 opened, a new record number
 - d. Winter 2018 – 30% or 1050 opened
 - e. Fall 2017 – 32% or 928 opened

Seventeen email blasts were sent this year with similar open rates. Blasts and newsletters are also posted on Facebook.

3. I may be changing the template with Constant Contact because of some recent glitches. This would be a good time to give updated photos if you like as I'll be re-creating the newsletter. Also, when submitting articles, you can include photos and linked documents in any image (.jpg) or .pdf format. Please keep under 350KB and 800 pixels.
4. Archived issues from 2011 to present are stored on our google drive: The link for archived issues is: https://drive.google.com/drive/folders/1ywnm_9s3c3AW8nqph_EhEk96ea6UcfR4
5. In spring 2019, we will be having elections. I expect they will run smoothly using Constant Contact.
6. I plan to update the Newsletter webpage later this month. I have not been consistent in this.
7. The deadline for submissions for our Winter issue is January 15. Last year, the newsletter went out on Feb. 7.