

**MARAMTS Summer Business Meeting**

Friday, August 4th through Saturday, August 5th

Nazareth College, Rochester NY

1. **Opening Procedures:**
   1. Call to Order, M. Smith
   2. Roll Call, E. Martin
      1. Meg Smith, President- *present*
      2. Rachel Williams, President-Elect- *present*
      3. Colleen McDonough, Vice President- *present*
      4. Liz Ingram, Parliamentarian- *present*
      5. Emma Martin, Secretary- *present*
      6. Ally LaVerdiere, Treasurer- *present*
      7. Jake Mauersberg, Government Relations- *present*
      8. Jason Willey, Student Affairs Advisor- *present*
   3. Review Robert’s Rules of Order, E. Ingram
   4. Approval of the Agenda, M. Smith- *Motion made by Liz, seconded by Ally*
   5. Reading and Approval of the Minutes, E. Martin- *no corrections, the minutes are approved as read*
2. **Officer Reports**
   1. President Report, M. Smith-
      1. *-Took over the President email account*
      2. *-Met with MAR Executive Board at the Center for Discovery*
      3. *-Been in contact with SAA regarding our business meeting*
      4. *-Created the Agenda for today*
      5. *-Reviewed the bylaws*
   2. President-Elect Report, R. Williams- *filed*
      1. *Update on gmail discussion tabled to the timeline of duties for the year*
      2. *Took over the email account, changed the passwords, started throwback thursday, social media takeovers*
   3. Vice President Report, C. McDonough- *filed*
      1. *MARcrushmonday discussion tabled to new business*
      2. *Logged into VP gmail account*
      3. *Attended professional MAR board transitional summer businness meeting as a voting member*
      4. *Brought up a professional #marcrushmonday concept for social media (will discuss more under new business/social media)*
   4. Parliamentarian Report, E. Ingram*-* 
      1. *Since Spring Business Meeting, I have taken over the email, reviewed Robert's Rules, reviewed the by-laws and proposed edits, contacted the parliamentarian from AMTAS and MAR about their changes in their by-laws, reviewed Swap Shop feedback, and brainstormed for next conferences Swapshop*
   5. Secretary Report, E. Martin-
      1. Since the Fall regional conference, I have gone through the secretary binder and decided what needs archived, I have reached out to all the regional schools and made contact with all chapter reps, I have updated the MAR secretary with our contact information, updated the MAR webmaster with our contact information, and have taken over the maramts secretary email
   6. Treasurer Report, A. LaVerdiere-
      1. *Since the Fall regional conference, I have gone through the secretary binder and decided what needs archived, I have reached out to all the regional schools and made contact with all chapter reps, I have updated the MAR secretary with our contact information, updated the MAR webmaster with our contact information, and have taken over the maramts secretary email*
   7. Government Relations Report, J. Mauersberg-
      1. Task forces are BUSY
      2. **West Virginia:**
      3. Hoping to add another professional member, trying to get forward with Sunrise Review Process, face to face meeting with committee
      4. Updating new survey to go out to WV professionals to update information from a few years ago.
      5. Zoe is head of student committee. Looking for student members, can inquire to anyone. She is also secretary at the national level.
      6. **Pennsylvania:**
      7. Obtaining signatures for house bill 1438, still waiting on senate bill, working on budget bc new two year cycle began, in a holding pattern
      8. **Maryland:**
      9. Updating fact sheet, creating survey to update information on brochure
      10. Making contact with professional organizations that have voiced opposition to language in the last bill (speech pathologists, professional therapists/counselors)
      11. In sunrise review period, other professionals don’t see room for overhead and more administrative oversight
      12. **Delaware:**
      13. New task force, putting forward a co-chair,
      14. Working on survey and gathering information, looking to have advocacy event this fall (early October)
      15. Working with state school districts to establish MT in certain schools, etc.
      16. **Virginia:**
      17. Essentially doing the same thing as Delaware. New members coming onto task force
      18. Gathering information across the state from professionals, in a regrouping state
      19. **New York:**
      20. Establishing an Advocacy Support Network
      21. Have a bill now, coming up with outreach programs to gather support for the bill
      22. They have also formed a student committee, brings connection between students and the board
      23. **New Jersey:**
      24. A few new task force members
      25. Bills are stuck in budget/appropriations committee, also in a holding pattern.
      26. Erica Gibbons is student director,
      27. Don’t want to limit international students from being on task forces, more student committees are forming so we don’t want to be discriminatory
   8. Student Affairs Advisor Report, J. Willey-

**MARAMTS Affairs Advisor Report**

**Summer Business Meeting**

**Jason Willey, MMT, MT-BC**

**Report Submitted August 2017**

**1. Summer Executive Board Meeting**

1. Attended Summer MAR Executive Board Meeting in Harris, NY with MARAMTS President: Megan Smith, and MARAMTS Vice President: Colleen McDonough.
2. Increased Jenny Shinn Scholarship award to $750.00 with intention to raise total to $1,000.00 by Fall, 2018
3. Discussion regarding travel reimbursement by mileage as opposed to gas cost
4. Updates to the Task Force Student Representative Charge Document: see highlighted changes on shared draft…votes to accept changes currently being tallied

**2. MAR CONFERENCE STUDENT LEARNING ACADEMY**

a. Communication has begun between the regional conference planners assigned to the Student Learning Academy, the Vice President: Jenny Swanson/Vice President Elect of Conference Planning: Lauren Faggiano, Local Committee (Michelle Muth/Katie Sanford) to determine best course of action for Pittsburgh, PA: likely something related to the archives.

b. Past Brainstorming for SLA**:** Majority of students indicated they would like to see a Hill Day again

Other ideas included:

* Going into the community and doing a drum circle
* Reaching out to college campuses: Looking at schools without MT
* PR: Radio station, releasing some type of video

**PASSAGES 2017: Multicultural Mindfulness**

a. This year’s PASSAGES Conference of the MAR (Multicultural Mindfulness) will be held at Molloy College in Rockville Ctr., NY on October 14th, 2017.  The conference’s co-chairs for this year are current Molloy College student and MARAMTS parliamentarian Elizabeth Ingram; and, new professional Tara O’Brien.  They are hard at work preparing an exciting program, to include Dr. Seung-A Kim Ph.D., L.C.A.T., M.T.-B.C. is an Assistant Professor at **Molloy College** and an analytical music therapist at Agape School in N.Y. delivering the keynote address, sharing about her role as coordinator of the MAR multiculturalism committee; *12?* concurrent sessions; an exhibits hall; and, some music making to end the day.

b. The co-chairs will again be seeking professional Music Therapists who will be willing to attend the conference and give more formalized feedback to the student and new professional presenters.

c. The benefits of scheduling the student conference in the fall continue to outweigh the potential benefits of aligning PASSAGES with the Regional conference in the spring. Benefits include PASSAGES revisited sessions at Regional Conference.

**SCHOLARSHIPS**

a. Information and applications will soon be disseminated via the MAR website for the 2017-2018 regional scholarships.

b. Deadlines will be as follows:

* SOPHOMORE SCHOLARSHIP – November 12, 2017
* JUNIOR SCHOLARSHIP – November 12, 2017
* GRADUATE SCHOLARSHIP – November 12, 2017
* MUSIC THERAPY CLUB AWARD – December 1, 2017
* REGIONAL CONFERENCE AWARD –January 7, 2018
* JENNY SHINN SCHOLARSHIP – January 20, 2018

Respectfully Submitted by

* + 1. Jason Willey, MMT, MT-BC, Student Affairs Advisor

1. **MARAMTS Executive Board Business**
   1. Review Budget and Finances, A. LaVerdiere
      1. *When talking with the former treasurer- how to budget things.*
      2. *General budget is similar to last years*
      3. *All positions- $25 clerical, president $25 discression*
      4. *$2000 budgeted total for National*
         1. *Need based, after what the school will provide*
         2. *$ given to each position required to go can be shifted around*
         3. *$2000 will be split between the positions attending based on what they need*
         4. *Bylaws on the national conference budget are vague to allow for flexibility*
      5. *SBM- $500 budgeted*
         1. *Will go over on this*
         2. *Taking the secretary, parliamentarian, government relations, treasurer, and advisor clerical money to cover the extra money needed for the SBM*
         3. *Funds could be shifted again if those positions needed to use their clerical funds*
         4. *Motion to reallocate the five clerical monies to the SBM- approved*
         5. *Jason- In theory, if we go over on budget this year, our budget may grow because it will show need*
         6. *$300 in budget for the Fall business meeting*
            1. *At Elizabethtown College*
         7. *$25 budgeted for student service project*
            1. *President and Student Affairs Advisor responsibility*
            2. *President-elect will shadow*
         8. *$25 budgeted for regional project*
         9. *$310 budgeted for sophomore and junior scholarship*
            1. *Both are two scholarships*
         10. *$170 budgeted for graduate scholarship*
         11. *$500 budgeted for club scholarship*
             1. *Two for $250*
         12. *$500 budgeted for fundraising*
         13. *$100 budgeted for president’s challenge*
         14. *$100 budgeted for chapter rep award*
         15. *$5,190 total in budget*
             1. *Not exactly accurate because Ally does not have access to the bank account*
         16. *Budget report filed*
         17. *Motion to open floor on budget timeline discussion*
             1. *Not changed due to the treasurer making a budget that they will not be enforcing*
             2. *We can’t vote without the whole student body (we can’t vote at FBM because of this reason)*
             3. *Make it clear to the student body that the budget does not change frequently- if changes are happening, it is because there is a need*
             4. *In March we need to decide if we will continue as usual or have the treasurer make a budget for the next treasurer*
             5. *Make the budget transparent to the whole student body*

*Sending a concise form of the budget home with the chapter reps at FBM*

* + - * 1. *Approve the outline of the budget at regional conference meeting, but include that it will be a flexible budget*

*Timeline change*

*That means we will vote on two budgets this spring at conference*

*Being able to view both budgets side-by-side will be beneficial*

* + - * 1. *All those in favor of changing the budget approval time to the spring business meeting, before the budget starts for the upcoming fiscal year- approved*
        2. *Motion to close the floor for discussion*
      1. *Please give all gas receipts to Ally*
  1. Bylaws and Revisions, E. Ingram
     1. *Motion to table bylaws until a later time- motion made by Liz, Ally seconded*
  2. ***Move to recess for 20 minutes- Rachel motioned, Ally seconded***
  3. ***Move to resume- Jake Motioned, Liz Seconded***
  4. Timeline of Duties for the Year
     1. Review most recent edition of the Executive Board Timeline document
        1. *Created as a way to keep each other accountable- for transparency*
        2. *Monthly check-in email- use for an official check-in*
           1. *Add to bylaws*
           2. *President-elect will include a list of the timeline of the previous month/upcoming month as a reminder*
        3. *Timeline is going to be sent as an email to the board to be reviewed by all MARAMTS board members*
        4. *Create a groupme*
           1. *Unofficial reminders*
        5. *Motion to close the floor- Liz motioned, Rachel seconded*

1. **New Business**
   1. Student Service Project, J. Willey
   2. Inclusion of Archives?
      1. *Change the name of the student service project name during bylaws revision*
      2. *Has anyone heard anything from last regional conference on how the service project went?*
         1. *Inconvenient due to the weather*
      3. *Main topic brought up: doing something locally significant, possibly using the archives at Duquesne*
         1. *All eboard members brainstorm what would make the archives interesting/ why would students be interested in them?*
            1. *Maybe learn about some specific scholarships and their history*
            2. *Past and future topic*
            3. *Archive scavenger hunt- stations throughout the archives*

*Find topics in the archives that we want students to learn about*

*Find presenters that would be willing to help out with the archive scavenger hunt- on a volunteer basis*

* + - * 1. *Recreating a drum circle from the archives/ an important music therapy event from Pittsburgh*

*When music therapy came to Duquesne? 40th anniversary for SRU this upcoming year*

* + - * 1. *Motion to close the floor- Jake motioned, Liz seconded*
  1. Committee Participation
     1. Swap Shop Committee, E. Ingram
        1. *No swap shop committee*
     2. Scholarship Committee, J. Willey
        1. *Will eventually need volunteers to help with this*
        2. *Usually get volunteers from chapter reps at FBM*
        3. *Some peer difficulty when judging scholarships- make sure that all sophomores are given junior applications to judge and vice versa*
        4. *School should be blanked out when reading the applications to make them anonymous*
        5. *Changes should be made to make sure that they are as anonymous as possible*
        6. *Should students who applied for a scholarship be allowed to judge the other age category of scholarships?*
        7. *Rubric should be redone*
        8. *Professor recommendation - separate from the advisor recommendation*
           1. *Jason can make this change without having to change in bylaws or anything of the sort*
        9. *Jason will edit the rubrics and send them out to the board for perusal*
     3. Regional Participation Committee, M. Smith
        1. *Student body wants it to be a continuous thing*
           1. *Meg is happy to continue it- will someone help her out*

*Ally and Meg will co-chair the regional participation committee*

* + - * 1. *Information will be passed to schools through newsletter*
        2. *Representation was unbalanced from school to school- reach out to each school and ask for at least one person to attend*
        3. *No set number of members*
    1. Canning Project Committee, J. Mauersberg
       1. *No committee needed*
    2. Social Media Committee, R. Williams
       1. *No committee needed*
       2. *Co-chair with Colleen, so she can help with the marcrushmonday professional posts*
       3. *Jason will also be helping*
          1. *Jason will be having the mar website updated more frequently so professionals can see what the students are up to*
    3. Scrapbook Committee, R. Williams
       1. *Scrapbook page contest?*
       2. *Digital version of scrapbook*
          1. *Would anyone seek this out?*
       3. *Continue throwback thursdays on instagram with the scrapbook*
       4. *Photo booth at conference and add those photos to the scrapbook*
  1. *Addendum- under new business, public relations will be added. Ally motioned, Rachel seconded*
  2. ***Recess until 9am, August 5th, at Mary Cariola- Liz motioned, Jake seconded***
  3. ***Motion to unrecess- Motion by Liz, Ally seconded***
  4. Plan for Fall Business Meeting
     1. *Emma will be in contact with either Dr. Behrens or the Etown chapter representatives*
     2. Location and Date
        1. *Elizabethtown College, September 23rd-24th*
     3. Contact Schools, including inactive schools
     4. Hotel Rooms
        1. *Emma’s job- start contacting soon*
        2. *Jason will reach out to Mike Viega and CC Emma*
        3. *Set a deadline for chapter representatives to RSVP for the FBM*
        4. *Put sister schools together in hotel rooms*
     5. MARAMTS and MAR Meeting
     6. Speaker?
        1. *30 minute presentation*
        2. *Reach out to Dr. Behrens for speaker suggestions*
        3. *Could the speaker be someone who can lead a drum circle*
        4. *Eric Wills*
     7. Bonding Event?
        1. *Similar to Fall 2016 FBM icebreakers*
        2. *Scramble up the schools who are on teams so that people are meeting people just not in their sister schools*
        3. *Ideas for approximately 25 people (2 people per school)*
        4. *Dr. Behrens always offers to let us do a drum circle*
           1. *Drum circle could be the bonding event*
     8. Agenda?
        1. *Meg and Rachel will make the agenda for this meeting*
  5. National Conference
     1. Who will be attending?
        1. *Definitely 4, potentially another 4*
        2. *No more rooms at the conference hotel, other hotels right on the square that are fairly priced*
        3. *Meeting Thursday morning*
        4. *Flights*
        5. *Give Ally approximate costs as you plan travel*
     2. What is our budget?
        1. *$2000*
  6. Goal Setting and Brainstorming
     1. Regional Project
        1. *Past two years we haven’t really had a regional project*
        2. *Motion to open the floor for discussion- Jake motioned, Rachel seconded*
        3. *Could we do something with the scrapbook?*
        4. *Maybe increase professional awareness of the student body*
           1. *Mentor program- students having a professional mentor*
           2. *Pen pal program*
           3. *Location of student/professional would be optional to the people having the pen pal relationship*
           4. *Ties in with the student leadership academy*
           5. *Application for mentor program? First time through, we will take anyone who is interested*
           6. *Meet your mentor social at regional conference- networking opportunity for students*
           7. *Present the idea at FBM to the chapter representatives*

*Have a form ready to give to students at FBM*

* + - * 1. *Name? Will start an email chain to discuss the name*
      1. *Bringing advocacy to high schools*
         1. *Something we can charge the schools with/the next MARAMTS board*
      2. We’ve used Social Media for the past two years
      3. Can we come up with something new?
    1. Fundraising, A. LaVerdiere
       1. *We have old merchandise left over, definitely think we need more/new merchandise to sell*
       2. *Guitar picks, hats, pens, breakaway lanyards, sunglasses, beer coozies*
       3. *Mugs with funny sayings*
          1. *Each board member comes up with a funny saying to go on a mug*
       4. *Planners/notebooks?*
       5. *Laptop stickers*
          1. *Don’t put a year on the stickers*
          2. *“Future Music Therapist”*
          3. *“Music Therapist in Training”*
          4. *Tie in the sticker phrases with the mug phrases*
       6. *How does copyright work for making merchandise and putting phrases on the merchandise*
       7. *Fundraising budget $500*
       8. *Ask clubs at FBM what they order size-wise/merchandise-wise for their school*
    2. Canning Project, J. Mauersberg
       1. *Make it more clear to the schools that we will be doing the canning project throughout the year (even at their schools)*
       2. *Have a table at regional conference, display the cans, and the best-decorated can, in theory, would get the most donations from professionals*
       3. *Make professionals more aware of the canning project*
          1. *Podcast on the canning project that we put online (website, FB, etc)*
          2. *Put a slip of paper into the registration bags at regional conference- make it eye catching*
       4. *Bringing three charities to the table*
          1. *Hard to find charities that relate directly to music therapy*
       5. *Musicopia*
          1. *Philadelphia based*
          2. *Work on serving underprivileged students*
          3. *Address cutbacks in music ed*
       6. *Song catchers*
          1. *Music lessons for underprivileged kids*
          2. *New Rochelle*
       7. *Hungry for Music*
          1. *Founded in DC*
          2. *Nonprofit helping kids receive music lessons and instruments*
          3. *In 48 states and 20 countries*
       8. *Sing for Hope*
          1. *New York City based*
          2. *All the pianos that are painted in NYC*
          3. *Youth outreach*
       9. ***Momentum Choir***
          1. *Western NY branch started up a couple years ago*
          2. *There is a music therapist involved with the choir*

*Could be a speaker that talks about the choir*

* + - * 1. *Could they come and perform at regional conference?*

*If we helped fundraise, we could possibly get them to come and perform*

*Rachel will reach out and CC Jake*

*If they can’t physically come, we could show a presentation on their choir*

*Skype Concert*

* + - * 1. *Rachel- can we get pamphlets to give to chapter representatives*
      1. *Joyful Noise Choir*
         1. *Fairly established*
    1. Swap Shop, E. Ingram
       1. Swap Shop evaluations from schools
          1. *Students liked the lineup (having someone on deck so it moved more quickly)*
          2. *Did not like that it was during the task force meeting*

*Not really something we can control- Jason will talk to MAR-AMTA about*

* + - * 1. *Larger block of time*
        2. *More interaction between schools*
      1. *Ideas for swap shop*
         1. *Adult, age-appropriate, theme*
         2. *Each school is assigned a specific population so that each school is writing the same thing*
         3. *Pulling different song styles/formats from different cultures*
         4. *This should be a challenge for schools*
         5. ***Adults and multicultural (age-appropriate)***

***Encourage them to pick different populations***

* + - 1. Grad student Swap Shop?
         1. *Would grad students be into it? How many grad students would be there*
         2. *Maybe research focused*
         3. *Only for grad students*
         4. *Graduate networking opportunity*

*Should this come from us or the professionals?*

*We could send emails out to the grad schools to judge interest*

* + - * 1. *Ask the grad student (about when they went into grad school)- could play into the mentor program (asking your mentor when they went into grad school)*
    1. Scrapbook, R. Williams
       1. *Have a photo booth at conference*
       2. *Open up discussion at FBM as to whether or not schools should still provide scrapbook pages at conference*
    2. Social Media, R. Williams
       1. *Passages facebook page*
       2. *Liz can update it for upcoming passages*
       3. *Professional marcrushmonday*
          1. *Colleen and Rachel will communicate about this*
          2. *Leaving the hashtag the same because it is relatively vague*
    3. Setting a Mission Statement?
       1. *Create a mission statement to represent the student board, similar to the MAR mission statement*
       2. *Geared towards education because we are all students*
       3. *Mission of the student chapter is to advance knowledge of the benefits of music therapy…*
       4. *Rachel will draft a mission statement and then will create an email chain for the rest of board to peruse/edit*
    4. Inviting the MAR President to schools?
       1. *Would all schools take this offer?*
       2. *Could sister schools all get together and do this at once?*
          1. *Sister school event*
          2. *Talk to chapter reps about this at FBM*
    5. Welcome to MARAMTS Newsletter, M. Smith
       1. *Going to contain information about MARAMTS, who the eboard is, what we do, include budget*
       2. *How to we get more freshman involved?*
    6. *Public Relations Chair*
       1. *Professional board has a PR Chair*
       2. *Creating a new position on the MARAMTS board to have a PR chair*
          1. *Add to bylaws and then we would vote on it in the Spring, the new PR chair would start in the 2018-2019 board*
       3. *Increases opportunity for student involvement*
       4. *All those in favor of creating a PR position in march- passed*
       5. *Proposed at FBM, voted on at regional conference*
    7. Staying in touch!
       1. *Email check-in monthly*
       2. *Groupme*
          1. *Little things, use email for bigger items*
       3. *Email chain- reply all so everyone can see them*
    8. *Emma-compiling officer reports that is shared with everyone before the meeting*
    9. ***Motion to adjourn at 11:07- Rachel motioned, Ally seconded***