



American Music Therapy Association Mid-Atlantic Regional Chapter

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

MARAMTS Summer Business Meeting 2020

Saturday, August 8th at 7:30pm via Zoom

Sunday, August 9th at 7:30pm via Zoom

1. Opening Procedures

- a. Call to Order, 7:38pm 8/8/20
- b. Roll Call, K. Hock
 - i. Rachael Kovaly, President
 1. Present
 - ii. Lauren Armstrong, President Elect
 1. Present
 - iii. Faith Ausfresser, Vice President
 1. Absent
 - iv. Emma Lambert, Parliamentarian
 1. Present
 - v. Katie Hock, Secretary
 1. Present
 - vi. Kenna Daily, Treasurer
 1. Present
 - vii. Lauren Carter, Government Relations
 1. Present
 - viii. Michaela Haas, Public Relations
 1. Present
 - ix. Spencer Cole, Historian
 1. Present
 - x. Molly Pow, Student Affairs Advisor
 1. Present
- c. Review of Robert's Rules of Order, E. Lambert
- d. Approval of Agenda, R. Kovaly
 - i. Motion to Approve the Agenda: R. Kovaly, Second S. Cole**
- e. Reading and Approval of Minutes, K. Hock



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- i. Motion to Bypass Reading and Approval of Minutes: S. Cole, Second M. Haas**

2. Officer Reports

- a. President Report, R. Kovaly
 - i. Transitioned into position and took over gsuite account
 - ii. Helped transition L. Armstrong into president elect position
 - iii. Met with Molly to discuss plans for the upcoming year
 - iv. Met with CHADI to discuss how to further efforts for diversity as a board and best support the students within our region
 - v. Confirmed all executive board members had necessary materials for their position
 - vi. Planned agenda for summer business meeting and organized the meeting
 - vii. Met with L. Armstrong and K. Daily to discuss the budget
- b. President Elect Report, L. Armstrong
 - i. Transitioned into position, met with M. Pow to discuss upcoming year
 - ii. Met and worked with R. Kovaly on the 2020 Summer Business Meeting Agenda
 - iii. Met with K. Daily and R. Kovaly to go over budget
- c. Vice President Report, F. Ausfresser
 - i. Motion to Bypass VP Report: R. Kovaly, Second K. Daily
- d. Parliamentarian Report, E. Lambert
 - i. Transitioned into position, updated gmail/gsuite accounts
 - ii. Updated all amendments in the bylaws and began to brainstorm new amendments that would benefit us.
 - iii. Due to distance, physical materials related to the position have not yet been obtained from previous parliamentarian, S. Cole
- e. Secretary Report, K. Hock
 - i. Created contact sheets for the Executive Board and Board of Representatives
 1. Shared contact sheets with the Executive Board and necessary members of the Professional Board



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- ii. Missing contact information from the following schools:
 - 1. Immaculata: Junior Rep will be elected in the fall, elections were canceled due to COVID-19
 - 2. Montclair State: Junior Rep is missing
 - 3. Shenandoah University
 - 4. SUNY New Paltz
 - 5. West Virginia University: Junior Rep will be elected in the fall, elections were canceled due to COVID-19
- iii. Information for registration and presentation proposals for Passages 2020 was sent out to all reps using either updated contact information or last year's (if new info was not provided)
- iv. Date and time for the 2020 Fall Business Meeting were sent out to all reps
- f. Treasurer Report, K. Daily
 - i. Club Scholarships sent out to Nazareth College and Elizabethtown College (money came from last year's budget)
 - ii. Due to distance, physical materials related to position have not yet been obtained from previous treasurer, Alex Brandt
 - iii. Met with Molly to discuss budget and new ways of fundraising
 - iv. Met with James Maxson (MARAMTA Treasurer), Amanda Montera (MARAMTA Treasurer-Elect) and Molly Pow to discuss July-December 2020 budget and fundraising
 - v. Met with Becki Warren and Emily Match (Passages Co-Chairs) to discuss fundraising for Passages 2020
 - 1. Looking for organizations to donate to a virtual raffle
 - 2. Emailed Sheet Music Plus about possible donations
 - vi. Met with L. Armstrong and R. Kovaly regarding the budget and fundraising
- g. Government Relations Report, L. Carter
 - i. Transitioned into position and met with past Government Relations Chair
 - ii. Took over gmail and gsuite accounts
 - iii. Met with M. Pow about the responsibilities of the position



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- iv. Established contact with each task force president, MAR Govt. Relations Chair and Elect, and student representatives
- v. Updated contact info for student representatives and checked for vacancies
- vi. Read minutes for all related meetings not attended
- vii. Catching up on the legal status of each state in the region
- viii. Began researching for MGB
- h. Public Relations Report, M. Haas
 - i. Met with M. Pow to discuss the next steps for the Public Relations position
 - ii. Continued to work on the website- almost ready for launch!
 - iii. Updated social media as needed
 - iv. Began preparing a “Welcome Back” fall newsletter
- i. Historian Report, S. Cole
 - i. Set up Historian gsuite account
 - ii. Met with M. Pow about getting the position up and running
 - iii. Met with Mark Ahola (MAR Historian) to introduce self and learn what the professional board is doing
 - iv. Sent personal bio to Mark Ahola for MARAMTA newsletter
 - v. Obtained book: “A History of the Music Therapy Profession”
 - vi. Started compiling both a Living History and General History Timeline of our region
 - vii. Created a list of other important timelines
- j. Student Affairs Advisor Report, M. Pow
 - i. Met with most of the new eboard to discuss positions/goals for the new year
- k. With the exception of the Vice President’s Report, all reports were filed as read.

3. Executive Board Business

- a. Review of Budget and Finances, K. Daily
 - i. Met about budget with R. Kovaly and L. Armstrong on 8/8/20
 - ii. \$1,125 allocated to us for July-December



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1. Proposed allocation of \$300 for national conference registration for the President, Vice President, and President-Elect (\$100 each, \$300 total)
2. Everything we would normally need to spend money on (ie: travel fees, hotel rooms, meals) is now online and therefore these expenses are unnecessary.

iii. Motion to Open the Floor for Discussion: R. Kovaly, Second K. Daily

1. Proposed allocation of a small amount of money (\$150 suggested) for thank yous for those responsible for Passages conference:
 - a. Professional and student co-chairs, 2 Elizabethtown student hosts, and Elizabethtown professor & host, Dr. Behrens (5 people total)
2. Proposed allocation to ship physical materials to K. Daily and E. Lambert- both did not receive all materials from past positions due to COVID
 - a. We will try to find another way to pass these on, this can be a worst case scenario
3. Money does not disappear- we are looking to save money both at the student and professional level. If we don't spend it we don't lose our budget for future years.
 - a. Note: Historically the budget has been much higher (\$6,000-\$7,000), but we are trying to make up for past deficits
4. Proposed allocation for future fundraisers.
 - a. We can vote on this when we vote for the budget as we will have planned fundraisers at that point and will know what we need
 - b. We will be able to remove this from the budget at a later time if we don't need it

iv. Motion to Close the Floor: R. Kovaly

- b. Bylaws and Revisions, E. Lambert



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- i. Bylaws do not have any revisions at this time, E. Lambert is continuing to look through them.
- ii. We will revisit this at the Fall Business Meeting
- c. Timeline of Duties for the Year, L. Armstrong
 - i. Everyone has access to the Officer Duties Manual and has reviewed their position's timeline

4. New Business

- a. Plan and Schedule Executive Board Meetings for the Calendar Year
 - i. The executive board will begin having monthly meetings
 - ii. Rachael will send out a poll with dates/times to plan the schedule for August-December
- b. GSuites and General Housekeeping, R. Kovaly
 - i. Everyone should be using their Gsuite account (@maramts.org) primarily
 - ii. Gmail is just in case you need access to old emails/documents
 - iii. **Motion to Open Floor for Discussion: R. Kovaly, Second M. Haas**
 1. Note: L. Carter has been using gmail because her gsuite was not working
 2. Recommendation: Set up gmail so that all emails forward to the gsuite account
 3. M. Haas: There is an option on Weebly (new MARAMTS website) to attach an email account to our website
 - a. We could either link to the Public Relations account or make a new account for this specific purpose
 - b. Michaela will check with Beth Deyermond (MARAMTA President) to see if she can make an alias for this account (ie: askmaramts@maramta.org), if not she will use her own account (maramtspublicrelations@maramta.org)
 - iv. **Motion to Close Floor: R. Kovaly, Second K. Daily**
- c. Race and Diversity Discussion, R. Kovaly



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- i. Discussion with CHADI- Rachael met via zoom with committee members of CHADI (Cultural Humility, Accessibility, Diversity, and Inclusion Committee)
 1. Rachael sent out an email to all members of the executive board with notes on this meeting for reference, main points are as follows:
 2. Providing resources for advocacy and education to students is key
 3. We will contact students about membership in affinity groups, CHADI, and getting involved as student representatives in either
 4. Linking/Putting Resources onto our website so that they can have access, knowing that this is the same info professionals are receiving
 5. Reaching out to students so that they can answer in an anonymous way to see what their concerns are and in what ways we can best support them
 6. Discuss why the student board is predominantly white/how to advocate for diversity on the student board (not just for the sake of diversity)
- ii. **Motion to Open the Floor for Discussion: R. Kovaly, Second S. Cole**
 1. Molly: This is being discussed on the professional level, we don't want to be asking too many questions- everyone needs to do work on their own and not rely on affinity groups/CHADI to support us and be our only source of education
 2. Rachael will make a folder in the google drive with resources for students, including a list of affinity group to send out to the chapter reps/for our general use
 3. Share textbook titles with students and advocate for schools to purchase them
 - a. Maybe come up with a blanket statement to help advocate for this
 - b. Example titles:



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- i. “Cultural Intersections in Music Therapy: Music, Health and the Person” - Book edited by Annette Whitehead-Pleaux and Xueli Tan
 - ii. “Music Therapy in a Multicultural Context” Book edited by Melita Belgrave and Seung-A Kim
 - iii. “Experiencing Race as a Music Therapist: Personal Narratives” -Book by Susan Hadley
4. Spencer: Discussion of adding a history of CHADI/Affinity groups and how other cultures have influenced our region in the past to the timelines being created
 - a. Music therapy has a history of being an inclusive profession
5. Lauren C.: How can we make an impact both in our region and beyond as this is a systemic issue that is bigger than just the music therapy profession
 - a. Important to keep this consideration in mind as we move forward
6. We could reach out to 21st century committee to start the conversation about adding relevant multicultural education to music therapy curriculums
 - a. https://www.musictherapy.org/careers/21st_century_education/
 - b. This would be a long process, but we could start by reaching out to schools & the presidents of other regions to see if there is an interest
 - c. Lauren C. will reach out to presidents of other regions, Rachael can give her contact information for this
7. Idea to start anonymous forms, blogs/Q&As on the website to provide a space and extra support for students- both through us and through a network of students in similar situations
 - a. Q&A could be more productive, we can create an online forum. Blog might cause problems because you can't



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control what people will say/things could be taken out of context

- b. We could also start holding town hall style meetings for us and any students who wish to attend so that students can voice their concerns and start a conversation
- c. Concern: we don't want to present like we have answers, we all have a lot to learn

iii. Motion to Table Discussion Until Tomorrow: R. Kovaly, Second L. Carter

d. Committee Participation and Planning, R. Kovaly

i. Plan specifics of each committee

- 1. Students should know exactly what they are signing up for and what they will be doing. Committee heads should create a time table/list of responsibilities for this purpose.

2. Motion to Open the Floor for Discussion: R. Kovaly, Second M. Haas

- a. Combine MGB and Swap Shop Committees into Regional Conference Activities committee- Government Relations Chair and Parliamentarian would work together on this.

- i. L. Carter and E. Lambert will collaborate to come up with a timeline/list of everything they need

- b. Eliminate Public Relations and Social Media Committee because we already have this position
- c. Eliminate Historical Committee because we now have a Historian position
- d. Regional Projects: High school advocacy and MARNTORs
- e. We will go over what each committee will do at our next meeting

3. Motion to Close Floor for Discussion: R. Kovaly, Second L. Carter

- ii. Promotional videos leading up to FBM



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1. Recommend: Each chair makes a promotional video about what each committee is

Motion to adjourn until 8/9/20 at 7:30pm: R. Kovaly, Second S. Cole

Meeting is adjourned on 8/8/20 at 8:55pm

5. Re-opening Procedures

- a. Call to Order, 7:37pm 8/9/20
- b. Roll Call, K. Hock
 - i. Rachael Kovaly, President
 1. Present
 - ii. Lauren Armstrong, President Elect
 1. Present
 - iii. Faith Ausfresser, Vice President
 1. Absent
 - iv. Emma Lambert, Parliamentarian
 1. Present
 - v. Katie Hock, Secretary
 1. Present
 - vi. Kenna Daily, Treasurer
 1. Present
 - vii. Lauren Carter, Government Relations
 1. Present
 - viii. Michaela Haas, Public Relations
 1. Present
 - ix. Spencer Cole, Historian
 1. Present
 - x. Molly Pow, Student Affairs Advisor
 1. Present

****Note: The Vice President's report was not filed due to the absence of the Vice President***



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6. New Business, Cont.:

- a. Student Leadership Academy, M. Pow
 - i. This is currently an unknown depending on if the MAR conference happens in person or online
 - ii. Idea: Instead of doing something based in advocacy/education (advocating, learning new skills, heavy stuff), shift the focus to banding students together in relationships. It might be nice to focus on lighter material this year because of everything else students are dealing with (ie: Pandemic, current social climate). We would promote students being there for each other, building people up within the student community, emphasis on self-care.
 1. Would have to be a creative idea, potentially utilizing the internet in case there are cancellations/virtual conferences
 - iii. This is something to think about for future meetings, let the idea marinate
 1. We will discuss potential ways of executing this idea in the future
- b. Plan for Fall Business Meeting, M. Pow
 - i. Date: September 25, 2020 at 7pm via Zoom
 1. Will be hosted by Rachael (via her zoom account)
 - ii. Contact schools (including inactive and recently activated chapters)
 1. Molly has contacted all of the universities about fall business meeting and Passages Conference
 - iii. MARAMTS and MAR Meeting
 - iv. Agenda
 1. Process for submitting agenda will be the same as for this meeting
- c. Passages, M. Pow
 - i. Date: September 26, 2020 at 9am to 3:30pm
 1. Will be hosted by Elizabethtown College (through an online platform) and moderated by two students
 2. Theme: Unification (as a student body, as human beings)
 3. It is encouraged for all eboard members to attend for the full duration of the conference
 - ii. Contact schools (including inactive and recently activated chapters)



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1. Molly has been in touch with all universities and internship directors about student attendance and presentation proposals
2. At least 40 people are registered, we are hoping to have about 100-
Deadline to register is 9/4
- iii. Speaker
 1. Potentially speaking about anti-racism
- iv. Bonding Event
 1. Idea: Have a unifying event for all students in attendance
 2. Lauren A. will reach out to the Passages co-chairs about this so that we can collaborate and figure something out together:
 - a. Rebecca Warren: beckijeanwarren@gmail.com
 - b. Emily Match: ematch2@mail.naz.edu
- v. Presentations
 1. 9 presentations will be presented, professionals will hopefully be there to moderate and select 1 presentation to go to Regional Conference
 2. 8 proposal submissions so far, deadline for proposals is 8/31
- vi. Fundraising: Co-chairs and Molly have made the decision to request registration donations (no more than \$5-10). This money will go to the board, currently with the intent to fundraise for scholarships (although this can be decided later)
 1. The intent is to make up for money we did not get to fundraise for at regional conference (due to its cancellation)
- d. National Conference
 - i. November 19 - 22, 2020 (online)
 1. Registration is \$99 for student AMTA members
 2. No travel fees associated since it is online, much more accessible to go!
 - ii. Who will be attending?
 1. Pres, Pres-elect, and VP are required to attend
 2. All of the present e-board is planning on attending!
- e. Goal Setting and Brainstorming



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- i. Regional Project, R. Kovaly
 1. This includes the MARNTOR Program (students matched with professionals in the region to promote networking) and High School Advocacy Project (region reaches out to high schools to advocate for future MT students and conference attendance)
 2. New Ideas:
 - a. Send out a zoom link (monthly?) and host a coffee house style meeting on a specific topic
 - i. Model after AMTAS Virtual Cafes for Students: each is on a specific topic and students come to discuss this
 - ii. Idea: assign 2 board members per discussion to facilitate
 - iii. Potential topic: “How to give an elevator pitch”
 - iv. “MT on Tap:” (Based on a Naz event) Several music therapists who work in different settings/with different populations come to speak to students about the work they do. Possibly give a brief example intervention.
- f. Fundraising, M. Daily
 - i. Online formats for Passages fundraising:
 1. Kenna has met with Emily and Becki (Passages co-chairs) to discuss the possibility of a virtual raffle for passages. They are reaching out to businesses for prize donations (giftcards, vouchers, things that could be mailed out). Businesses that have been reached out to include:
 - a. Sheet Music Plus
 - b. AMTA
 - c. West Music

**Note: We are a nonprofit organization, we have to be careful using the word “raffle,” it might need to be called something else due to restrictions*



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- ii. **Motion to open the floor for discussion: R. Kovaly, Second M. Daily**
 - 1. Skoog is another business we can reach out to
 - 2. Send Kenna any other ideas we have for other businesses
- iii. Ideas for Year-round Fundraising:
 - 1. Hosting a virtual game night or MT Trivia Night- Pay to register your team, there are online platforms that would allow us to do this
 - a. Have small gift cards (~\$10) for the winners
 - 2. Virtual 5k
 - 3. Mask fundraiser: Design music therapy themed masks (ie: MAR logo, “Ask me about music therapy,” a music note, etc.)
 - a. We would have to find a way to send these out to whoever orders them through the company, not have them all sent to one person
 - b. We could ask for a company to donate masks to our fundraiser as well
 - c. Customink looks like a good option- they run fundraisers and will send them individually to those who order
 - 4. Asking for donations from companies: We should make an email template so that we can standardize how we email to ask for donations
- g. MARAMTS Gives Back, L. Carter
 - i. Focusing on charities in the Central PA region because conference is being held in Harrisburg, PA
 - ii. 3 possible charities so far:
 - 1. Susquehanna Folk Music Society: Dedicated to the advancement, promotion, and preservation of traditional, contemporary, and international folk music
<https://www.sfmsfolk.org/info/about.html>
 - 2. The New Movement: An organization that gives people resources to create using music technology, helps growing musicians by



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supporting them with the logistics that go around the music business. Emphasis on emerging recording artists.

<https://www.thenewmovement.com/about-the-company.html>

3. Capital Area Music Association: Interdenominational choral organization for the development and presentation of religious and secular music

<https://www.camamusic.org/>

- iii. We can open up the floor at fall business meeting to ideas from students for other charities
 1. Idea: Strive for something that is geared towards inclusivity (ie: multicultural diversity, LGBTQIA+)
 2. Idea: Move towards healthcare centered charities rather than music centered charity as our healthcare workers are essential to the current pandemic
 3. Look on AMTA website for possible nonprofits related to music therapy
- iv. As a board, we will continue to brainstorm ideas and send them to L. Carter as they come up
- h. Swap Shop, E. Lambert
 - i. Ideas for new theme for next Swap Shop
 1. Closing Songs
 2. Telehealth/Virtual therapy sessions
 - ii. Plan a backup for the possibility of virtual options
 1. We should have 2 general plans in place so we are ready for either circumstance.
- iii. **Motion to Open the Floor for Discussion: R. Kovaly, Second S. Cole**
 1. Agreement that we should have a general idea for both in person and online so that we are prepared for both possibilities
 2. If online: Show a way that you or your school have adapted to being online by presenting a telehealth intervention
 - a. Each school would be assigned a type of intervention (ie: music & movement, relaxation, etc.)



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- b. Proposal: create a private business or private nonprofit group with e-board as admin so that we can all post as MARAMTS (this would be in place of the existing group)
 - i. People would have to request to join and we would have to give access to them
 - c. **Motion to Open the Floor for Discussion: R. Kovaly, Second K. Daily**
 - i. Good idea for the sake of consistency and clarity
 - ii. Create a page under the maramtspublicrelations@maramta.org email so that it can easily be transitioned to the next Public Relations Chair. A facebook account would also have to be created with the PR email for MARAMTS
 - iii. Group vs Page: Group would be easier for improved communication
 - d. **Motion to Close the Floor for Discussion: R. Kovaly, Second K. Daily**
2. Instagram is doing well, occasional glitches
 3. Snapchat takeovers are seen when we use it, however snapchat is not used that frequently
 4. Twitter has almost no interaction- Should we get rid of this account?
 - a. **Motion to Open the Floor for Discussion: R. Kovaly, Second K. Daily**
 - i. Twitter is not the best space for our announcements, it doesn't have a lot of followers
 - ii. **Motion to Vote to Deactivate Twitter Account: R. Kovaly, Second S. Cole**
 1. Unanimous vote in favor of the motion
 - b. **Motion to Close the Floor for Discussion: R. Kovaly, Second L. Carter**



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5. There were no new ideas brought in during previous term, we need new ideas for content
 - a. Previous Ideas: MAR Crush Mondays, Takeover Tuesdays and Thursdays, Motivation Mondays
 - b. Committee blurbs can be posted on the website/other social media once they are written
 - c. E-board introductions and position descriptions

6. Motion to Open the Floor for Discussion: R. Kovaly, Second S. Cole

- a. Ideas for social media initiatives:
 - i. Something back to school themed, updates for each school on how they are adapting
 1. Each school could take a picture of their club in front of their school or wherever they are, eboard in front of an internship site/school/etc. “Where’s the MAR?” now that we are socially distanced/scattered across the region
 - ii. Good idea to put committees on the website so that people can see them and learn about what they are

7. Motion to Close the Floor for Discussion: R.Kovaly, Second E. Lambert

- ii. Date of Website Launch
 1. This will be a poll in the groupme to be decided later
- iii. Scrapbook:
 1. Last year’s scrapbook didn’t work out, many schools did not have pictures to submit due to covid school closings
 2. We will probably use Prezi again because it worked well in the past and can be uploaded onto the website
 3. We may have to adapt this for a virtual situation, as schools won’t be able to host events in the traditional sense this year
- j. Support of Students and AMTAS Clubs, K. Hock



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- i. 2 important ways to support students right now: First in the discussion of diversity and inclusion, second in the transition to hybrid learning/using telehealth in clinical settings
- ii. Katie can send out resources from CHADI to students as well as inform them of affinity groups
 1. Information taken from the MARAMTS shared drive folder for diversity resources/CHADI shared resource folder
- iii. Potentially adding a telehealth workshop to our “coffee house” series, Naz professors might be able to help with this since the Naz clinic is 100% telehealth
- iv. Ideas to increase outreach to chapter reps:
 1. Having monthly zoom meetings specifically for chapter reps to connect with eboard members
 2. Add a 30min time period at the end of our meetings for chapter reps to come and voice concerns
 3. Model after professional board: opening board meetings for people to go to if they are interested
- k. Updates for the Historian Position, S. Cole
 - i. Get a list of histories from the schools to put together timelines that are school-specific
 - ii. Living History Project: documenting the history that we are living through now
 1. Study how each individual school and professionals have adapted to the covid-19 pandemic
 2. Documenting the role of affinity groups and mental health
 - iii. History tab is on the website so we can continue to update the region on these projects!
- l. Thoughts About Improving Communication and Collaboration with Chapter Representatives
 - i. See notes under “Support of Students and AMTAS Clubs,” This will be discussed in further detail at Fall Business Mtg



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**Note: The Race and Diversity Discussion will be continued in future e-board meetings and at the Fall Business Meeting due to time constraints.*

7. Good and Welfare!

8. Adjournment

- a. The meeting is adjourned on 8/9/20 at 9:25pm