

Mid-Atlantic Region of the American Music Therapy Association

MINUTES

SEPTEMBER 26-27,
2008

6:00 PM

MARYWOOD UNIVERSITY
SCRANTON, PA

MEETING CALLED BY	Brian Abrams, President
TYPE OF MEETING	Executive Board Meeting
FACILITATOR	Brian Abrams, President
NOTE TAKER	Kristen Brennan, Secretary
ATTENDEES	Kathy Murphy, immediate past president; Gene Ann Behrens, VP for membership; Andrea Scheve, VP for conference planning; Mike Viega, interim VP-elect for conference planning; Elaine Abbott, treasurer; Barbara MacLean, parliamentarian; Dana Frisher, student representative; Joke Bradt, student affairs advisor; Carol Shultis, historian; Donna Polen, assembly chair/chair of the NYSTF (9/27 via conference call); Carol Ann Blank, government relations chair; Melissa King, Regional Conference Coordinator; David Ramsey, member of the NJSTF (9/26)

Agenda topics

I. Approval of the Agenda

DISCUSSION	The assembly of delegates report and the NYSTF report will be deferred until the conference call with D. Polen tomorrow morning.	
CONCLUSIONS	Motion to approve the agenda as amended: K. Murphy; J. Bradt; motion carries.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

II. Approval of Minutes—March 2008

DISCUSSION	Board members received the minutes electronically at the beginning of the meeting. Motion to suspend the vote on the approval of the minutes until tomorrow: G. Behrens; J. Bradt; motion carries. Members will review the minutes tonight and vote on them tomorrow.	
CONCLUSIONS	Discussion resumed on 9/27. Substantive edits were made to the minutes. Motion to approve the minutes as amended: G. Behrens; K. Murphy; motion carries. If any further corrections are needed they will be voted on via email.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send minutes to webmaster for posting	K. Brennan	ASAP

III. Special Reports/Announcements

A. WEBSITE UPDATE

BRIAN ABRAMS

1. CONTENT AND CONTACTS FOR EACH STATE

JOKE BRADT FOR FELICE MACERA

DISCUSSION	F. Macer (webmaster) is still looking for content to cover all of the pages. He has stated that many of the
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pages are still blank or lacking in content. All states are listed as separate links, but there may not be information for each state. Can we have a contact person for each state to monitor the information for their state's page and to provide members with a contact person for that state? Right now, there is a copy of the MAR mission statement on the blank state pages. The issue of the monitoring of the info@mar-amta.org email address was discussed. K. Murphy discussed the difference between purchasing advertising space at using posting an announcement about an event. The discussion of this issue will be deferred to the newsletter report.

CONCLUSIONS The PR chair will monitor the info@mar-amta.org email address. S. Hadley will provide content for the community outreach portion of the webpage. All board members will review the content of the beta website and provide any corrections to J. Bradt, who will forward the information to F. Macera. Motion to send all changes related to the launch of the website to J. Bradt by 10/10/08—E. Abbott; motion carries.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send final beta website corrections to J. Bradt	Everyone	10/10/08

2. CONTENT AND CONTACTS FOR GOVERNMENT RELATIONS JOKE BRADT FOR FELICE MACERA

DISCUSSION C. Blank stated that she does not yet have a government relations contact person for each state to provide for F. Macera. A contact person is still needed for the remaining states.

CONCLUSIONS It was suggested that Rachel Reynolds could act as the contact person for Virginia. C. Blank will review the government relations portion of the website and recommend content.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Contact Rachel Reynolds re: acting as VA contact	C. Blank	None identified

3. OLD INFORMATION REMOVAL JOKE BRADT FOR FELICE MACERA

DISCUSSION The issue of monitoring dated material was discussed. Motion to give F. Macera the authorization to remove all dated material older than 2007: G. Behrens. Discussion: G. Behrens suggested that each item containing dated material (i.e. workshops) appear on a separate page so that it is easier to monitor. Motion carries. G. Behrens suggested the creation of an information submission form to aid in the timely removal of information.

CONCLUSIONS Beth Hampton will monitor all dated material (jobs, workshops, etc.) and will notify F. Macera when material needs to be removed. F. Macera will remove all dated information prior to 2007.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Communicate conclusions to B. Hampton	K. Murphy	ASAP

B. DONATION TO AMTA SILENT AUCTION BRIAN ABRAMS

DISCUSSION G. Behrens reminded the board of previous donations to the AMTA silent auction. Ideas for this year's donation were discussed. It was stated that the PR chair is typically the board person who coordinates this donation. Also, the MAR board members typically donate the basket items so that the funds would not need to be taken from the MAR budget.

CONCLUSIONS The MAR will donate two baskets to the auction: gift cards for iTunes & Amazon.com, iPod cover, headphones, mug; and complimentary MAR conference registration, complimentary CMTE registration, and student fundraising items. All board members were asked to donate \$5 towards the basket. E. Abbott will collect the money and send a check to S. Hadley.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send check to S. Hadley to purchase basket items	E. Abbott	ASAP
Put baskets together and send to AMTA for silent auction	S. Hadley	ASAP

C. OTHER ANNOUNCEMENTS

BRIAN ABRAMS

DISCUSSION Tony Meadows and Debbie Burns will be receiving the Arthur Flager Fultz Award to study music imagery and cancer. E. Abbott is now the director of music therapy as Duquesne University.		
CONCLUSIONS None.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

IV. President-Elect Report

A. CONSTITUTION AND BYLAWS

**BRIAN ABRAMS FOR
DEBBIE BENKOVITZ**

DISCUSSION B. Abrams reviewed the discussion at the last meeting related to this topic. Currently, we are out of compliance with our 501(c)(3) status in DE because we have one too many positions on the executive board. It was suggested that the position of parliamentarian be removed as an official executive board position. During the last general business meeting, Mary Boyle stated that any person who is not an official board member could not be present in the event of a closed session. Therefore, the parliamentarian position could not be removed from the executive board. Another issue for discussion was the development of a bylaw to clarify the role of the Regional Conference Coordinator. Another issue that requires clarification within the bylaws is the issue of committee representatives not attending their meetings at national conference. An official bylaw needs to be created to establish requirements for committee representatives. Currently, D. Benkovitz has not received any interest from members wishing to be a part of the C&B committee.		
CONCLUSIONS The C&B committee will reconvene to work on the identified issues and will present options for consideration to the board.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Communicate issues to D. Benkovitz and committee for consideration	B. Abrams	ASAP

B. POLICY MANUALS

DEBBIE BENKOVITZ

DISCUSSION Any rule or precedent that is not included in the constitution and bylaws is considered a policy.		
CONCLUSIONS All policies should be sent to the secretary for inclusion in the master policy list.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send policies to K. Brennan	Everyone	On-going

V. Past-President Report

A. NOMINATIONS COMMITTEE		KATHY MURPHY
DISCUSSION K. Murphy presented her recommendations for members wishing to serve on the nominations committee:		
Joanne Loewy, Deborah Benkovitz, and Nadine Wolvis. She is also looking for someone from Maryland and someone from New York to serve on the committee. K. Murphy will chair the committee.		
M. Viega is serving as the temporary VP for Conference Planning-Elect since the resignation of L. Crosse. Therefore, a special election will be held to elect a new VP for Conference Planning-Elect.		
CONCLUSIONS K. Murphy will have a complete list of names to submit for the November board meeting.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified.	n/a	n/a

VI. Regional Reports and Action Items

A. CONFERENCE		ANDREA SCHEVE
1. CONFERENCE PLANNING COMMITTEE		KATHY MURPHY
DISCUSSION <u>General Report:</u> 277 members completed the conference survey. K. Murphy reviewed the survey results and offered to send them to anyone who is interested in the detailed results. The cost of the conference was the number one reason why members did not attend conferences. K. Murphy suggested that we need to continue to educate the membership about the costs of conferences. N. Wobus will be working with M. King related to ensuring the conferences have appropriate accessibility to meet the needs of our membership. See full committee recommendations in the Conference Planning Committee report (attached). The committee members are: N. Galerstein, N. Wobus, A. Scheve, J. Piccinini, M. Holliday, M. King, and M. Viega. K. Murphy is the committee chair.		
<u>Status of Online Conference Registration:</u> Online registration will be available through PayPal. Motion to move registration process to online registration—G. Behrens; motion carries. An announcement will be placed on the website and postcards will be sent to the membership to alert them of our new online registration process.		
<u>Comp Room Policy:</u> See attached proposed complimentary room policy, which includes full and half comp rooms. Motion to accept the comp room policy as presented—G. Behrens; motion carries.		
<u>Registration Policies:</u> See attached chart comparing registration policies from other associations. Every association reviewed makes their presenters pay in some form. See attached report for proposed comp registration policy, with the addition of the following positions: Local conference co-chairs; VPCP, VPCP-elect; RCC, MAR president; conference committee; CMTE coordinator; and exhibits coordinator. C. Shultis expressed her concern that this policy might be too liberal. K. Murphy explained that conference committee members are so busy during the conference that they often do not get to actually attend the conference. B. MacLean stated that during the Saratoga conference, the local co-chairs were given a specific number of comp registrations to be disbursed amongst the local committee depending on the work that individual members actually put in. The policy written as-is is cleaner and would help there to be less confusion. Motion to accept the policy as written—G. Behrens;		

Motion carries.

CEC's: This year we spent more on offering CEC's than we actually made. See attached suggestions included in the conference committee report. If a CMTE does not have at least 10 registrants 10 days before the conference then it will be cancelled at the discretion of the conference committee. J. Bradt suggested that this should be included in the call for papers so presenters are aware of this possibility. K. Murphy replied that this will be communicated to presenters by Tracy when she contacts CMTE presenters. The possibility of allowing the presenters to still present, but awarding them with a smaller honorarium was discussed. AV costs were also discussed, as some presenters use significantly more AV equipment than others. It was suggested that the CMTE not be cancelled, but that the present would just get a pro-rated honorarium based on enrollment. The board tasked Tracy with contacting presenters to help them streamline their AV requests. Assisting presenters with streamlining AV needs will be referred to the AV Chair. This year, presenters will be approached on an individual basis and a policy will be created for the next conference. K. Murphy suggested that the policy be edited to read that if the CMTE session has under ten registrants then the presenter would receive a pro-rated honorarium. Motion to approve the policy as edited—G. Behrens; Discussion: The 10 day time period is too short since people often don't register until closer to the conference. C. Shultis made a friendly amendment to remove the time framework, but that the pro-rated basis would have been agreed upon prior to the presenter's acceptance of the CMTE session. Original motion: motion defeated. Motion to provide CMTE presenters with a pro-rated honorarium if there are less than attendees—G. Behrens; discussion: a pro-rated chart will be developed for approval. Tracy is charged with developing the pro-rated chart for the next meeting. The AV chair will maintain a list of members who are able to provide presenters with tech support. Motion carries. The AV chair will contact presenters on an individual basis to help them streamline their AV requests. A. Scheve will communicate this information to the appropriate people.

CMTE Fees: Members are looking for more opportunities to receive CMTE credits but they are not able to afford to attend the entire conference. See proposal #6 on the attached committee report. Motion to maintain current CMTE fee for members attending the conference and to develop a higher CMTE fee for those who are not attending the conference, including the associated early bird discount opportunities—G. Behrens; motion carries. It is recommended that these fees be included as part of the conference budget.

Institutes: Members are looking for continuing education opportunities that are closer to home. It is recommended that the institute be offered in other areas of the region, as well as an abbreviated business meeting to help MAR members stay updated on important regional business, and that the new position of Institute Coordinator be added to the conference committee. The travel costs for institute speakers would have to be included in the budget. Other local speakers could present the information to keep travel costs down. The location of the traveling institute would depend on where the regional conference was being held. Also, it was suggested that the institutes could be opened up to other professions who might be interested in the topic so that there may be more registrants. G. Behrens suggested that this idea be trialed next year to see if it is something that we should continue to develop. It was suggested that we begin in 2010 because this year's institute topic might not be conducive to traveling. Tracy will follow up with CMTE presenters to gain interest. D. Ramsey suggested that we use a program such as Skype to help more members attend the institutes. All of these ideas could be trailed to see if they are successful. The

institute is being targeted because it is worth the most CMTE credits.

CONCLUSIONS It is recommended that the conference committee consult with the CMTE coordinator based on the board's discussion.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Communicate decision to move to online registration to F. Macera	B. Abrams	ASAP
Communicate new pro-rated policy to CMTE presenters.	T. Souhrada	On-going
Develop pro-rate honorarium guidelines	T. Souhrada	Nov. meeting
Communicate conclusions to AV Chair	A. Scheve	None identified
Discuss traveling CMTE options with CMTE presenters	T. Souhrada	None identified

The president acknowledged D. Frisher, the MAR student representative, and welcomed her to the meeting.

2. CONFERENCE UPDATE 2009

A. SCHEVE/M. KING

DISCUSSION General Report/Update: A. Scheve passed around the design for the conference logo and the schedule for the conference. We still need to hire security to cover the exhibit hall. The Richmond Visitors Bureau will donate \$4/hotel room booked towards covering the costs of security. The conference will be held 3/24-3/29/09. Suzanne Rohrbacher will be giving the pre-conference institute on technology practices in music therapy. The budget is still in development. It is suggested that the registration costs remain the same. J. Bradt asked if we were looking at other ways to make money, such as seeking sponsorship for different parts of the conference. The conference committee is actively pursuing sponsorship opportunities and will be holding a silent auction if allowed to do so. B. Abrams will reach out to Mark Love from Jacob's Music to see if they are interested in continuing their sponsorship. K. Murphy related the difficulties in gaining sponsorship in NJ due to our small size. J. Bradt suggested the establishment of a list of donor resources. VJ Hyde knows the regional representative for Guitar Center in Virginia, so that may be a possible sponsorship opportunity. We could also look at Bank of America, since that is where we keep all of our money. The vote on registration costs will be deferred until the budget has been presented.

Tax Exemption in VA: Taxes are very high in VA and we may have to cut some extras if we don't get tax exempt status.

CONCLUSIONS The conference committee will continue to look at different sponsorship strategies.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified.	n/a	n/a

3. CONFERENCE PLAN 2010

DISCUSSION A location and local committee have not yet been identified. We have been approached by two outside conference planning committees to aid with conference planning. How would this change the role of the RCC? The role would be diminished but it would still need to exist. Motion to trial Hospitality Performance Network for developing the 2010 conference J. Bradt. Discussion: The conference committee is nervous because we don't yet have a contract for 2010. We need to move quickly. It was suggested that we go to the Northern West Virginia area, since we have not been to that part of the region recently. Albany or Syracuse were also suggested. Motion carries.

CONCLUSIONS A. Scheve will ask HPN to target Northern WV, Albany or Syracuse.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

B. ASSEMBLY

DONNA POLEN

DISCUSSION This discussion was held on Saturday, 9/27/08, via conference call with D. Polen. See attached report from D. Polen. One additional delegate is needed to sit on the AMTA Board of Directors. D. Polen has heard back from several delegates who are interested in running for this position. The decision will be made by 10/15. There is a new section on the AMTA member section of the website dedicated to assembly matters. It will serve as a resource for members related to Assembly matters.		
CONCLUSIONS D. Polen will distribute the list of delegates interested in running so that the MAR delegates can caucus before the vote.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

C. NEWSLETTER

BRIAN ABRAMS FOR LEE MORRIS

DISCUSSION See attached report from L. Morris. This will be the last printed issue of the newsletter before it moves to the electronic format. F. Macera will aid this process to help format the newsletter for easier online access. The idea of turning hot issues into blogs was discussed as a way to become more interactive with our membership. J. Bradt stated that adding a blog to the website will add a cost to website maintenance. There have been historically low online interactions with Voices or similar website forums. E. Abbott suggested that we first worry about getting the newsletter online before examining any other steps. L. Morris will need to bring any cost-related issues to the finance committee for review. The use of the online newsletter will be a huge cost savings to the region. The online advertising policy needs to clarify that advertisers are paying for online ads that won't be included in the printed copies being used for archival or requested purposes. Old issues of the newsletter will be archived on the website. Online advertising rates were discussed. This issue was referred back to L. Morris for further development. Issue #10: L. Morris will call and clarify. Issue #11: G. Behrens will work on it. L. Morris should make a flyer to place in membership packets to inform the membership about the change.		
CONCLUSIONS None.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Develop suggested rates for online advertisement and re-present to the board	L. Morris	Nov. meeting
Develop flyer for membership packets	L. Morris	None identified

D. GOVERNMENT RELATIONS

CAROL ANN BLANK

DISCUSSION See attached report from C. Blank. There was an issue with student membership on government relations task forces. A member expressed concern because of the misconception that students were required to be on government		
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relations task forces. C. Blank clarified that if a task force wishes to have a student member then they are permitted to do so, but it is not a requirement. If they are on the task force then they should be permitted to attend all meetings. Clarification: The MAR voted to have students included on the task forces period.		
CONCLUSIONS C. Blank will communicate this to the task force chairs. C. Blank and M. Smith are interested in offering another advocacy training session at the conference.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

1. NEW YORK STATE TASK FORCE

DONNA POLEN

DISCUSSION This item was addressed on 9/27/08 via conference call with D. Polen. See attached report with addendum. No movement has taken place on the exemption language to-date. There are problems with communication between the Dept. of Education and the Office of the Professions, possibly due to the fiscal issues in NY. Many meetings and trainings have been cancelled. The Office of the Professions held an open meeting on 8/4/08 to respond to problems, which are listed in D. Polen's attached report. D. Polen did not know about the meeting until the day before and was unable to attend. She has received some follow-up information, including a PowerPoint presentation identifying the problems, but not providing any solutions. A follow-up meeting was held on 9/5/08 to review the information with administrators in related agencies that are employing licensed professionals. Communication glitches are still being worked out. A state board mental health meeting will be held on 10/30/08 in NYC. D. Polen will attend with another task force member, and has submitted her request for travel reimbursement from the MAR. Other specific topics: 9/11 fund—three other professions under our CAT law are listed as qualified services, but we are not. D. Polen was told that there is not documented evidence-based research for music therapy and PTSD, depression, substance abuse, etc. The task force has decided to address this from a MT standpoint instead of from a CAT standpoint. K. Murphy, Barbara Else and Judy Simpson helped to put together bibliographies with related research/information. D. Polen is communicating with the administrator of the fund. She invited the administrator to the symposium at Beth Israel on Trauma. Although she expressed interest, she wasn't able to attend. No changes have been made to the website. D. Polen is looking to follow up but no communication has been received to-date. Other emerging issues related to the law: Concerns were expressed related to supervised experience. There are questions as to what will happen after 2010. There is an inconsistent response from the office of the professions for these questions. Diana Georgia suggested that we wait and watch. She will be at the 10/30 meeting. NYCCAT has become very active in response to these emerging issues. They have asked for a \$10 donation from all listserv members to fund Jim Carr as a legislative consultant again. They may no longer be able to afford him. There may also be a time in the future when we need to hire Diana Georgia on a per-issue basis. The NYCCAT has decided to become a dues paying organization. There has been no direct solicitation to the NYSTF from NYCCAT. After January, members will be required to pay dues in order to maintain their ability to access the listserv. D. Polen feels that it is important for us to maintain a relationship with the NYCCATA.
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CONCLUSIONS D. Polen will draft a letter to NY MTs informing them of the emerging issues. She will seek feedback from the board when ready to disseminate the letter. Motion to provide financial support for two members from the task force to attend the 10/30 meeting in NYC—J. Bradt. Discussion: C. Blank stated that the money comes from the GR budget, so no motion is needed.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

2. PENNSYLVANIA STATE TASK FORCE

CAROL ANN BLANK FOR VAL USCHOCK

DISCUSSION CBMT courses are approved for all LPCs to take towards their 30 continuing education credits. B. Abrams and V. Uschock are in the process of developing a document laying out the PA board’s documentation requirements and explaining the process. PA LPCs are very unclear on the process. On 7/9, the PA autism bill passed requiring insurance companies to cover therapies for individuals on the autistic spectrum. It appears that MTs fit into the categories of autism providers. The task force is doing a letter writing campaign using a sample letter from Judy Simpson to inform legislators of the problems in providing services under the new regulations. The task force will be having their next conference call in December. Legislation is up for discussion that would make LPCs and marriage and family counselors eligible for third party reimbursement. The PA insurance code states that insurance companies can only reimburse people who are licensed or otherwise approved by the state. In PA we are licensed as counselors but working as MTs. If we are not able to provide evidenced-based practice then we are at risk for being brought up on ethical charges for practicing music therapy as an LPC.		
CONCLUSIONS None.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

MEETING RECESSED AT 9:57 PM

MEETING RECONVENED ON 9/27/08 AT 8:00 AM

3. NEW JERSEY STATE TASK FORCE

KATHY MURPHY

DISCUSSION The state is looking to make cuts in hospice Medicaid funding. Frank Lautenburg will oppose the cuts. K. Murphy has sent a letter opposing the cuts on behalf of the task force. The task force may be sending out a call-to-action for HR-6873 introduced on 9/11/08. K. Murphy encourages members to write personalized letters, as form letters are often overlooked. Members should write letters supporting HR-6873 which opposes the cuts. The autism bill requiring insurance companies to cover therapies was approved in the assembly and died in appropriations. This is good for us since we need more time to gather our research to be included on the list of covered services. In response to the Division of Child and Behavioral Health Services regulations, K. Murphy and Joy Schneck testified at a public hearing. The rules have not been posted yet. There have many complaints in response to the regulations as there are not enough qualified licensed professionals to provide services in underserved areas. Music Therapy Day will be held at the state capital on 12/15/08. All 120 legislators will be present. MSU students will be putting together an educational display about music therapy education and training. There will be a performing		
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group. NJAMT will award their Aaron Copeland Partnership award. A proclamation will be read on the senate floor and the session will be opened by someone who has received music therapy services singing a patriotic song. Assemblyman Preato, who chairs the regulations committee, initially thought that the best course of action would be to make changes to the rules in each committee until he realized how many committees that would entail. Now, he feels our best course of action would be to seek licensure. In a recent conference call, the NJSTF discussed the details of the possible licensure. The education and training structure of music therapists is similar to that of nurses. Assemblyman Preato will reach out first to the Marriage and Family Board, since this works directly with the issue of the Department of Child and Behavioral Health Services. D. Ramsey is working on developing a definition for music therapy at each level of practice. We are looking at a tiered practice, but this might not be financially feasible. We could begin with one type of license and add additional tiers later if needed. There will be a meeting with the NJAMT membership on 11/1/08 to discuss these issues. Assemblywoman Cruz will facilitate a meeting between us and the Department of Consumer Affairs to gain support for our licensure. NJ may look towards neighboring states to examine cost recommendations. Do we have enough members in NJ who would be willing to serve on a regulatory board? Patrick Stewart's firm is asking for a raise. We haven't given him a raise in two years and it is warranted based on his extensive work for us. This will be referred to the finance committee for consideration. We will be asking for \$2000 more from each of the three organizations. Next year will be more time intensive because we will be needing to gain more support from the senate for our licensure. Opposition will most likely come from the boards of other professions. We will need to do extensive PR to assure other professions that we are not looking take their jobs. Licensure won't necessarily equal reimbursement because we still need research. K. Murphy will ask T. Meadows to co-author an article for the newsletter urging members of the emergent need for research. We also need to do more presentations for our membership to help them learn how to do evidence-based research. Announcements will be placed in the newsletter and made at the business meeting.

CONCLUSIONS Being recognized by the state will help with misrepresentation but won't necessarily lead to reimbursement.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

4. ACTIVITY IN OTHER STATES/STATE ASSOCIATIONS

CAROL ANN BLANK

DISCUSSION It is possible that VA is starting a task force, but C. Blank hasn't been able to get in contact with anyone. Maryland is also starting to meet again.

CONCLUSIONS C. Blank will follow up with those states.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

E. PUBLIC RELATIONS

BRIAN ABRAMS FOR SUE HADLEY

DISCUSSION See attached report. PDF files of available materials will be placed on the website with the graphic "sample-not for sale" over the pictures. S. Hadley will check with AMTA to make sure this is ok. Nicole Steele will be the PR representative at the AMTA conference for S. Hadley.

CONCLUSIONS See action items.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Check with AMTA regarding permission to use images	S. Hadley	None identified

F. MEMBERSHIP

BRIAN ABRAMS FOR GENE BEHRENS

1. MEMBERSHIP NUMBERS

DISCUSSION See attached report from G. Behrens. G. Behrens suggested the creation of a fact sheet to show the accomplishments that have been possible through membership dues.		
CONCLUSIONS None.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

2. MEMBERSHIP DEVELOPMENT COMMITTEE

DISCUSSION G. Behrens has not yet heard back from anyone willing to serve on the committee.		
CONCLUSIONS G. Behrens will continue to work on committee development.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

3. NATIONAL COMMITTEE ACTIVITY

DISCUSSION G. Behrens has not yet hear back from anyone on the committee regarding their tasks.		
CONCLUSIONS G. Behrens reviewed the art therapy association membership.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

4. PROFESSIONAL MEMBERSHIP PROGRAM (PACKETS/COUPONS)

DISCUSSION G. Behrens is publicizing these packets through the students, not just through the professors. She is also emailing all music therapy professors, not just program directors. J. Bradt is helping by compiling a list of all professors. G. Behrens will compare her list with J. Bradt's to begin a database. G. Behrens continues to work on her database on national roster and university affiliated internship sites with email contacts. G. Behrens will create a flyer for conference packets. She will also begin to create a database of new professionals based on responses on conference registration sheets. G. Behrens suggested that we recognize new professionals at conference opening ceremonies. G. Behrens will make certificates and have them for new professionals as they exit the opening session. G. Behrens will be taking the database from the spring conference and synthesizing it with the most recent MAR list provided by AMTA. This will become our membership database. There was a discussion related the policies related to using our database.		
CONCLUSIONS The database will only be used for associated committee work.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

None identified	n/a	n/a
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5. MENTORSHIP PROGRAM

DISCUSSION 8 people have been connected with mentors and one member is pending. Mentorship is not the same as supervision. There will be a minimum contact of once every 4 months for at least a year to discuss questions and concerns. The mentor interest question could be added to the registration form. C. Blank suggested that there could be mentorship conference calls with experts in the region. This could also work using Skype.		
CONCLUSIONS G. Behrens will re-check with CBMT to see if both parties can get CMTE credits.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Develop a mentor description	G. Behrens	None identified

6. MEMBERSHIP SUPPORT FUND

DISCUSSION No requests have been received. G. Behrens continues to post this information in all possible venues		
CONCLUSIONS None.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

7. REMINDER TO PAY DUES

DISCUSSION We need to continue to remind members to pay their dues by the first quarter to make a huge difference in our budget.		
CONCLUSIONS G. Behrens will continue to encourage this.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

G. STUDENT AFFAIRS

JOKE BRADT/SHERRY DOBRIN

1. SCHOLARSHIP ANNOUNCEMENTS

DISCUSSION There is enough money to award all scholarships this year. Scholarship packets went out to schools. The students are trying to save money by just mailing announcements instead of entire packets.		
CONCLUSIONS Professors can opt-out of receive paper documents. There won't be runners-up for the Jenny Shinn scholarship and winners will receive "up to \$500". This will be announced in the newsletter.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

2. PASSAGES

DISCUSSION Passages will be held at Immaculata University on 10/25/08. The students received plenty of proposals without having to solicit.		
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CONCLUSIONS Announcements will be sent to all students in the hosting school.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

3. FUNDRAISING EFFORTS

DISCUSSION The students will be selling car magnets that say "Music Therapy" and "Music Heals".		
CONCLUSIONS None.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

4. MARAMTS

DISCUSSION There are 11 schools present at this meeting out of 15 bachelor programs in the region. Grad student programs don't generally send students to meetings. The students have been talking about the outreach that they will be doing for the regional conference. Schools are encouraged to notify the MARAMTS board if their chapter representative changes. Freshman welcome packets continue to be distributed. The name has been changed to "Music Therapy Major" welcome packets. The students also have a Facebook group to help them stay in touch.		
CONCLUSIONS A. Scheve will help the students to get in touch with local music therapists to help begin developing the student service project.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

H. FINANCES

BRIAN ABRAMS FOR ELAINE ABBOTT

DISCUSSION See attached report from E. Abbott. The bank signature accounts have been completed and the proper people have access to the accounts. There is \$39,377.39 in the bank account to date. \$10,000 will be moved to the Vanguard account. The finance committee will continue to discuss where the best place for our investments are. E. Abbott has received the certificate of insurance from AMTA. Currently, we have a liability of \$38,000 in case of conference failure. Our incorporation protects any individuals involved in the conference account transactions. The executive board line was discussed. Should we lower our food costs or our mileage reimbursement? All assembly, board and committee members who attend all of their meetings will receive their national conference reimbursement. The newsletter line was left at \$7,000 to cover the switch to the online newsletter and the website. J. Bradt proposes that we continue to reimburse drivers at a rate of \$.25/mile; approved by consensus.		
CONCLUSIONS None.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified	n/a	n/a

VII. Other Business

DISCUSSION Gene asked Andrea to pass along to registration to send names of those who used \$75 new professional/new member certificate at conferences so that she can track their use. The transfer of the conference computer happened: Liz Eggerding and Laura Myers are the conference registration co-chairs. C. Blank suggested for first time attendees: ½ hour reception on how to get the most out of conference; ½ hour before opening session. C. Shultis and M. King will conduct session "First Time Conference Meet and Greet" on how to make the most out of conference.		
CONCLUSIONS None.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified.	n/a	n/a

VIII. Good and Welfare

DISCUSSION B. Abrams is looking for nominations for the MAR Advocacy Award. B. Abrams will post this in the newsletter. Congratulations to B. Abrams and E. Abbott on their new professorial positions. Members who have experienced losses are reaching out to the MAR for assistance. G. Behrens would like to have a policy that whoever receives the news of the loss will send a card on behalf of the board and will report this to B. Abrams. This information could also be sent to students so that they may do a service project for those members.		
CONCLUSIONS G. Behrens will include in the letter to task the member if the information can be shared with the membership if they are interested in helping.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None identified.	n/a	n/a

MOTION TO ADJOURN	K. Murphy
MEETING CLOSED	At 11:40am
NEXT MEETING	November 20, 2008; 6:00-7:15pm at the AMTA National Conference in St. Louis, MO