

## MTAM Meeting

3/7/10 - 1:30 p.m.

Augsburg College

Present: Elizabeth, Pete, Danielle, Sarah, Rebecca, Melissa

\*\* Veronica - attended portion of meeting by phone

\*\* Amy Furman attended

Absent: Alisa, Todd, Bridget, Ashley (U of MN), Melissa H (Augsburg)

Meeting was called to order by Pete.

- I. Pete moved to approve 1/31/10 meeting minutes, Sarah seconded, motion carried.
- II. Conference
  - a. Veronica gave update on registrations received - so far 5 or 6 (follows typical response pattern)
  - b. Veronica will update board 1-2 weeks prior to conference, since that's when most of the registrations are received; Danielle will follow up with catering
  - c. Veronica researched MTAM pens to sell, will make final decision on which to order
  - d. Veronica asked if MTAM intern stipend check was needed now. Pete clarified that it would be needed in early June when intern (Dawn Miller = supervisor) will be at mid-point of the internship. Veronica will send the check to Pete, who will forward it to the recipient along with another note of congratulations from the board.
  - e. Sarah will send an email reminder to the membership this week regarding conference registration and membership renewal.
  - f. Amy Furman - reminder that the Psychological First Aid (PFA) presentation needs to start promptly at 9am and go until 3pm to comply with CBMT regulations. Sarah will remind the membership in the email she'll send out this week. Breakfast is available by 8am, registration begins at 8:30am.

### III. Newsletter/Communication

- a. Initial email only made it to a handful of members
- b. Sarah suggested putting the newsletter on the website and/or emailing a link to the newsletter. Elizabeth wondered if we should avoid the website since the newsletter is supposed to be a membership benefit and the website is open to all.
- c. Elizabeth explained about the Google group being created out of urgent need, as the mass email was failing due to the attachment. We may or may not continue to use this method of communication.
- d. Sarah asked if we have an Excel spreadsheet of email addresses. Veronica stated that we do and will email this to Sarah. (Veronica discontinued phone involvement here)
- e. Elizabeth suggested limiting our communication to one official channel. Currently MTAM has a yahoo email, a gmail email, and the Google group. Sarah will decide this week which form of communication will be the most successful and will move forward with that. This week's email to the membership will include an explanation of some of the recent events related to communications.
- f. Pete asked about the possibility of electronic payment (PayPal) through the MTAM website. Sarah had looked into costs and PayPal takes a small percentage. Options include MTAM taking a small loss or charging a convenience fee for members who pay electronically to cover this cost. Rebecca asked if Veronica could accept registration forms online, as it could become confusing to receive electronic payment and the registration form through the mail. Sarah will look into the possibility of online registration forms through the website. \*\*This issue is tabled until a future meeting.\*\*
- g. Elizabeth noted that Erin attempted to get a price quote on "Final Communication" postcards, but multiple businesses failed to follow through on promised price quote. Elizabeth also mentioned that Veronica would like to re-visit the issue of electronic vs. paper conference forms after the Spring conference is over.

### IV. More Conference

- a. Entertainment – Pete has received one email from an interested party, but this person has not followed up, so no entertainment for the March conference.

- b. Amy offered a brief explanation of going with PFA for a conference topic. AMTA has an initiative to offer high-quality CMTEs, particularly for those who cannot attend national conferences. MN is piloting the PFA course and Barbara hopes to offer this in other states. Amy noted that this topic is pertinent to many in MN, and noted the recent 35W bridge incident and the fact that we have a large number of war veterans here.
- c. Amy asked if we have enough registration help. Danielle shared that she and Veronica have been working on ideas for making registration and lunch easier.
- d. Sarah asked how to describe the certificate that attendees will receive in PFA. Affiliation with the American Red Cross is unclear. Amy will email Barbara for clarification and will pass this along to Sarah. Melissa asked if the certificate would be available the day of the conference or if MTATM would be responsible for giving these to participants. Amy will follow up on this as well.
- e. Elizabeth has the networking signs for the lunch hour. Networking tables will be available at this time, but people need not use them.
- f. Amy and Danielle will introduce Barbara together.
- g. Amy asked about tech issues and Danielle has been in contact with Augsburg about the tech needs. We will not be filming due to possible conflict/non-compete issues. Amy asked if we have a place for Barbara to eat privately if she chooses. Pete has keys and can find a place if needed.
- h. Elizabeth noted that the old DVDs of conferences are available for use by MTAM members. Melissa noted that it may be possible to submit for CMTE credits through independent study. Pete volunteered to archive the DVDs.
- i. Board members will arrive by 8am the day of the conference to help as needed.
- j. Sarah suggested a list of eating establishments nearby for those who do not register in time for lunch. Danielle will compile a list/map.

V. Government Relations – Todd was absent from the meeting – no current update.

#### VI. Sponsorship Opportunity

- a. Pete mentioned a sponsorship opportunity through the University of MN, providing financial sponsorship for a concert put on by a violin player from Canada with a serious physical challenge (prosthetic arm).

- b. Sarah asked if sponsorship was working into the MTAM budget, Elizabeth said we have sponsored on a case by case basis. Melissa asked if we had any set criteria for sponsorship. Sarah asked if we should be more proactive about seeking out sponsorship opportunities.
- c. Pete will get more details about concert date.
- d. Melissa moved that the board move forward with a \$50 – \$100 sponsorship. Rebecca seconded and the motion carried.

#### VII. Nonprofit Status

- a. Elizabeth needs bios and/or resumes from the MTAM board. She will then meet with the lawyer and will get a better idea of timeframe for achieving nonprofit status.
- b. Sarah noted that PayPal has a nonprofit option, but is not sure what kind of cost difference (if any) is involved.

#### VIII. Reimbursement

- a. Melissa spoke of current issues in the MN state budget and said there are consistent cuts to services, particularly for ages 25–60.
- b. Need clarification of those involved in MN task force – Melissa, Pete, and Jennie Delisi
- c. Melissa noted that the AMTA goal of the reimbursement committee is to increase visibility and to better define music therapy in the government context. However, now may not be the best time for that in MN, since music therapy may suffer more cuts if it's specifically mentioned in the budget (versus remaining under "related services").
- d. Amy said that AMTA recognizes that reimbursement issues vary greatly from state to state and we should continue to pursue actions that best meet the needs of clients in MN.
- e. Melissa stated that the committee needs clarification about its members, as well as action steps that should be taken.
- f. Pete will move forward with "get to know your state legislators" and will represent MN at the GLR reimbursement lunch.
- g. Melissa asked about sending an email and/or asking for a show of hands at the March conference regarding funding sources. Email may provide more respondents?

- h. Melissa and Jennie will provide information for Pete to take to the GLR meeting.

IX. Next Meeting

- a. Sunday, May 16<sup>th</sup> – 1pm at Augsburg
- b. food will be provided – board members contribute to cost

X. Pete moved to adjourn the meeting, Melissa seconded, and the motion carried.

Respectfully submitted,

Rebecca Soderberg