



The Therapeutic Touch Network of Ontario (TTNO)

BOARD OF DIRECTORS MEETING MINUTES

DATE: March 2, 2023
TIME: 6:30 – 8:30 pm
LOCATION: Zoom

Present: Debra Brear, Mariann Canning, Mary Jane Cowtan, Craig Niziolek, Simone Radman, Cindy Shaw and Pat Tamosetis

Guest(s): N/A

Regrets: N/A

1. **CALL TO ORDER**

1.1 The meeting was called to order by Debra Brear at 6:36 p.m.

1.2 Centering and Intent – Deb provided a lovely centering and intent

2. **AGENDA**

2.1 **Approval of Agenda**

MOVED BY: Craig Niziolek
SECONDED BY: Cindy Shaw
THAT the agenda for March 2, 2023 be approved as amended.
Motion carried.

3. **MINUTES**

3.1 **Approval of Minutes**

MOVED BY: Craig Niziolek
SECONDED BY: Cindy Shaw
THAT the minutes of February 2, 2023, be approved as circulated.
Motion carried.

4. **GUESTS/PRESENTATIONS** – N/A

5. **REPORTS**

5.1 Finance Committee Report

5.1.1 Treasurer Report – Simone Radman
Financial Reports circulated.

5.1.2 Committee Updates
MOVED BY: Mary Jane Cowtan
SECONDED BY: Pat Tamosetis
THAT the Spring Fling Fundraiser be held annually in the month of April.
Motion Carried

ACTION: Finance Committee to provide text for add to Mary Jane Cowtan by March 10th. Mary Jane will provide graphics to Jim for add to be placed in the newsletter by the deadline of March 15th.

MOVED BY: Mariann Canning

SECONDED BY: Cindy Shaw

THAT an honorarium of \$100.00 be paid to Tory Jacobs for his much-appreciated assistance with the office move. Motion Carried.

- 5.1.3 Scholarship Fund – Debra Brear
One application for a workshop and membership was approved by the committee.
- 5.1.4 Donations – Debra Brear
Three more donations were received since the report was provided for a total year to date of \$2536.80. This will be reported in In Touch.
- 5.2 Teacher Liaison Committee Chair – Craig Niziolek
ACTION: Craig will contact some teachers by email to solicit ideas for Teachers Day.
- 5.3 Membership Chair – Cindy Shaw
Verbal report provided.
ACTION: Membership Report will be circulated to board post meeting.
- 5.4 Past Chair – Mary Jane Cowtan
 - 5.4.1 Nominations Committee – Mary Jane Cowtan
No news to report.
- 5.5 TTNC – Deb Brear
Following review of the TTNC documents circulate to the Board prior to the meeting a discussion was held on the TTNC's response to the TTNO request for a year of grace.
ACTION: Deb draft a response to the TTNC proposal that includes the TTNO offer to pay \$1.00 per member for the 2023 membership year based on the recommendation of the TTNC Treasurer in the meeting minutes. The draft response will be circulated to the Board for review and approval.
- 5.6 Vice Chair – Vacant
 - 5.6.1 Annual Conference 2023
Mary Jane has contacted David McGinley as a speaker for conference. He has expressed his interest and requested an honorarium of \$1,000.00.

		<p>MOVED BY: Mary Jane Cowtan SECONDED BY: Craig Niziolek THAT the Board approve an honorarium of \$1,000.00 for David McGinley to provide a workshop for the Annual Conference. Motion Carried.</p> <p>It was agreed that stone handprints, found during the move and signed by Dee Krieger would be put up for auction as a fundraiser in June. Members would buy tickets, minimum ticket price \$30.00.</p> <p>A TTNO handmade quilt was also found and is being considered for auction also.</p>
	5.6.2	Strategic Planning – N/A
	5.6.3	Bylaws – N/A
5.7		<p>Practitioner Liaison Committee – Pat Tamosetis (Interim Chair) Pat advised that one workbook had been received.</p> <p>ACTION: Deb to send Reciprocity Policy to Pat.</p>
5.8		Communications Committee - Vacant
	5.8.1	<p>The Committee requests Board approval for the Press Release. MOVED BY: Pat Tamosetis SECONDED BY: Mary Jane Cowtan THAT the Press Release be approved as amended, with one remaining question as highlighted in paragraph 2, to be clarified by the TTAW committee. Motion Carried</p> <p>TTAW committee requests that the Board approve the poster. Poster does not reflect the change requested by the Board and is still displaying the Globe in the centre.</p> <p>ACTION: Deb Brear will go back to the committee and ask them to remove the globe. Each network can insert their own graphic in that space.</p>
	5.8.2	<p>Website – Alison Cooke</p> <p>MOVED BY: Pat Tamosetis SECONDED BY: Mary Jane Cowtan THAT the Resource Order Form be updated to reflect a change in the cost of the Workbook to \$40.00 and the shipping cost to \$20.00 plus HST. Motion Carried</p>
	5.8.3	Newsletter – Jim Metson
	5.8.4	Public Relations – N/A

	5.8.5	Referral Service – Cindy Shaw No new referrals.
	5.10	Office Manager – Damjana Dzeko Report was circulated for information.
		Approval of Committee Reports MOVED BY: Craig Niziolek SECONDED BY: Cindy Shaw THAT the TTNO Board accept all Committee Reports. Motion carried.
6.		<u>BUSINESS ARISING FROM MINUTES</u>
	6.1	Rollout of TTNO Agency Guidelines for Volunteer and Paid Services for Agencies and Agency Membership – Mary Jane Cowtan – deferred.
	6.2	PIPEDA – one form to meet multi-purposes of the TTNO – This item is not a priority but will remain as an item to do in the future.
	6.3	Policy re Uses of the TTNO email – deferred
7.		<u>NEW BUSINESS</u>
	7.1	Discussion regarding Volunteer Recognition to be revisited at a special meeting to be held prior to May 2023 in order that any decisions taken can be reflected in the budget for the next fiscal year. ACTION: Deb to schedule meeting in accordance with BOD availability.
8.		<u>CORRESPONDENCE</u> – N/A
9.		<u>DATE OF NEXT MEETING</u>
		Next regular meeting – April 6, 2023, 6:30 – 8:30 pm, by Zoom. MOVED BY: Cindy Shaw SECONDED BY: Mary Jane Cowtan THAT the meeting be adjourned at 8:34 p.m. Motion Carried