



The Therapeutic Touch Network of Ontario (TTNO) BOARD OF DIRECTORS MEETING MINUTES

DATE: October 5, 2023
TIME: 6:30 – 8:30 pm
LOCATION: Zoom

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

Regrets: N/A

Guest(s): N/A

1. **CALL TO ORDER**

The meeting was called to order by Debra Brear at 6:35 p.m.

Centering and Intent – Sending Healing to the World, by Doreen Sullivan- Shared by Deb Brear

2. **AGENDA**

Approval of Agenda

MOVED BY: Cindy Shaw

SECONDED BY: Patricia Tamosetis

THAT the agenda for October 5, 2023 be approved as circulated.

MOTION CARRIED.

3. **MINUTES**

3.1 **Approval of Minutes**

MOVED BY: Cindy Shaw

SECONDED BY: Craig Niziolek

THAT the minutes of September 7, 2023, be approved as amended.

MOTION CARRIED.

3.2 **Review of Action Items Arising from Minutes**

All actions completed.

4. **GUESTS/PRESENTATIONS** – N/A

5. **REPORTS**

5.1 Finance Committee Report (No report, the committee did not meet)

- Simone reported that she had sent the financials to our accountant but that she had not heard back. She advised that she may have to find someone else.

MOVED BY: Mary Jane Cowtan

SECONDED BY: Cindy Shaw

That Simone look for an alternate resource to do the TTNO Tax Return.

MOTION CARRIED.

- 5.2 Chair's Report – Debra Brear
- Webmaster made a number of suggestions as indicated in the report, the Board agreed to look at these at our November meeting.
 - The Consolidated Annual Report was reviewed.

MOVED BY: Mariann Canning

SECONDED BY: MaryJane Cowtan

That the Consolidated Annual Report be accepted as amended, with the notation that the Financial Committee Report will be added.

MOTION CARRIED

- 5.3 Practitioner Liaison Chair – Patricia Tamosetis
- Report was circulated to the Board.
 - Pat suggested that the segment of this year's PDDay that is allotted to the Board be used to share new terminology/language so that members are familiar.

- 5.4 Past Chair – Mary Jane Cowtan

MOVED BY: Mary Jane Cowtan

SECONDED BY: Patricia Tamosetis

That the Board accept the nomination of Kerstin Kramer as Communications Chair.

MOTION CARRIED.

- 5.5 Membership Chair – Cindy Shaw

- Report was circulated to the Board.
- Cindy shared a suggestion from the Ottawa Branch that it would be a good idea to do a walk-through of the TTNO website at a Branch meeting.

- 5.6 Teacher Liaison Chair – Craig Niziolek

- Craig advised that the TTNO has 45 minutes to fill at Teachers Day. Deb agreed to do a 30-minute presentation about the website to encourage more use of all the great resources. Mary Jane to make a presentation about how we developed the Agency Policy.

Approval of Committee Reports

MOVED BY: Mary Jane Cowtan

SECONDED BY: Cindy Shaw

THAT the TTNO Board accept all the Committee Reports.

MOTION CARRIED.

6. BUSINESS ARISING FROM MINUTES

- 6.1 Rollout of TTNO Agency Guidelines for Volunteer and Paid Services for Agencies and Agency Membership – Mary Jane Cowtan.

ACTION:

Mary Jane Cowtan will present the TTNO Agency Guidelines at Teachers Day.

- 6.2 PIPEDA – one form to meet multi-purposes of the TTNO – deferred.

- 6.3 Uses of TTNO email – deferred

7. **NEW BUSINESS**

7.1 Teachers' communication to students about membership.

7.2 Discussion regarding Volunteer Recognition to be revised at a special meeting to held prior to May 2024 in order that any decisions taken can be reflected in the budget for the next fiscal year.

ACTION: Deb to schedule a meeting in accordance with BOD availability.

7.3 As per Pat's report the Board will have a discussion regarding newsletter content.

8. **CORRESPONDENCE** – N/A

9. **DATE OF NEXT MEETING**

November 2, 2023 – 6:30 – 8:30 p.m. - Zoom

MOVED BY: Craig Niziolek

SECONDED BY: Mariann Canning

THAT we do now adjourn at 9:04 p.m.

MOTION CARRIED.