



## MAR-AMTA Executive Board Meeting

<b>MAR-AMTA Executive Board Meeting</b>			
MINUTES	Wednesday, March 15, 2017 Thursday, March 16, 2017	8:00PM - 11:00PM 9:00AM - 1:00PM	MAR-AMTA Regional Conference Executive Board Meeting Rochester, NY
MEETING CALLED BY	<b>Gabby Ritter, <i>President</i></b>		
TYPE OF MEETING	2016 AMTA National Conference Executive Board Meeting		
FACILITATOR	<b>Gabby Ritter, <i>President</i></b>		
NOTE TAKER	<b>Mike Viega, <i>President Elect</i> for <b>Beth Deyermond, <i>Recording Secretary</i></b></b>		
PRESENT	<p><b><u>March 15, 2017</u></b>            Gabby Ritter, President;            Julie Neal, Past President;            Mike Viega, President-Elect;            Marisol Norris, VP for Membership;            Brooke Carroll-Lemchak, Treasurer; (via skype)            Trish Winter, VP for Conference Planning;            Jenny Swanson, VP-Elect for Conference Planning; (via skype)            Brigitte Sutton, Treasurer-Elect;            Donna Polen, Assembly Chair;            Gary Verhagen, Parliamentarian;            Megan Resig, Public Relations;            Tara O'Brien, MARAMTS Vice President</p> <p><b><u>March 16, 2017</u></b>            Gabby Ritter, President;            Julie Neal, Past President;            Mike Viega, President-Elect;            Marisol Norris, VP for Membership;            Brooke Carroll-Lemchak, Treasurer; (via skype)            Trish Winter, VP for Conference Planning;            Brigitte Sutton, Treasurer-Elect;            Maria Fay, Government Relations;            Donna Polen, Assembly Chair;            Gary Verhagen, Parliamentarian;            Mark Ahola, Historian/Newsletter Editor;</p>		

	<p>Megan Resig, Public Relations;  Tara O'Brien, MARAMTS Vice President  Beth Deyermond, Recording Secretary; (arrived 10:45AM)  Conio Loretto, Student Affairs Advisor; (arrived 10:45AM)</p>
ABSENT	<p><b><u>March 15, 2017</u></b>  Meghan Bakey, Archivist  Amy Rodgers Smith, Government Relations-Elect  Beth Deyermond, Recording Secretary  Conio Loretto, Student Affairs Advisor  Mark Ahola, Historian/Newsletter Editor  Maria Fay, Government Relations Chair</p> <p><b><u>March 16, 2017</u></b>  Jenny Swanson, VP-Elect for Conference Planning  Meghan Bakey, Archivist  Amy Rodgers Smith, Government Relations-Elect</p>
CALL TO ORDER:	Meeting was called to order March 16, 2017 at 8:09PM
<p><b>I. OPENING PROCEDURES</b>  <b>GABBY RITTER</b></p>	
<p>A. Call to Order at 8:09PM  B. Approval of Agenda, motion to approve by M. Viega, 2nd, motion passes  C. Approval of Minutes  D. Approval of Consent Agenda, postponed until 03/16/17</p>	
<p><b>II. OFFICERS REPORTS</b></p>	
DISCUSSION	<p><b>A. PRESIDENT</b>  <b>GABBY RITTER</b></p> <p>- Beth will fix clerical errors on the minutes (ex: Amy Rodgers Smith, Brigette Sutton)</p> <p>- A discussion took place about making the draft of the minutes private through google docs. Can save it in PDF and do not share google links to general public OR give public access to the google drive.  <i>Gabby called for vote with changes made as discussed. All in favor</i></p> <p>- Approval of consent agenda in Board book postponed until March 16. 2017 (Saturday) when Maria Fay is here.</p> <p>- Gabby sent a letter to Nazareth College regarding the timing of the conference.</p> <p>- Had to cancel the BMGIM training this conference due to lack of registration.</p>

	<p>- Our payment was due to AMTA, which increased by (last year 1940) this \$2009.41 more than a 1% increase. Not really explained by AMTA. Other regions were not happy with the increase due to their financial status. The Regional Presidents will discuss this</p> <p>- Will have to plan our June meeting. The transition does happen during the June meeting. We will look at the Region and make sure Elizabethtown is central.</p> <p>- Gabby is going to look over whistleblower policy and bring for discussion for the summer meeting. She is going to look how specific we will need. Megan raised the issue that we are creating a legal document and bring to lawyer.</p> <p>-Gabby is giving the awards during the Awards Ceremony. Trish is receiving the President’s Award</p> <p>- AMTA sent out the sponsorship at Regional conference. Gabby brought a flyer to announce at our conference. MAR has budget line for sponsorship (\$1,500). Julie noted that sponsorship has gone up. We have done the bags and the research poster session. Gabby noted that we could sponsor advocacy breakfast. Brooke noted we can add more this year. We can vote on it in June. Gary asked “What is our purpose of sponsorship?” Megan said demonstrate the ways we support membership. Gary stated it should fit our goal for sponsoring. Brigitte noted that it is brand consistency and recognition. Research, advocacy are good choices too.</p> <p>- Nadine Cadesky’s husband passed away and we have budget to support the YouCare. There is a Shiva Facebook page. And a place to send food for mourning. \$500.00 for community support. Contributing to Shiva too for memorial. <i>Gabby called vote for Community Support. All agreed.</i></p> <p><a href="https://www.youcaring.com/nadinecadesky-773321?fb_action_ids=1291907394223840&amp;fb_action_types=youcaringcom%3Ashare&amp;fb_source=other_multiline&amp;action_object_map=%5B1155437804566460%5D&amp;action_type_map=%5B%22youcaringcom%3Ashare%22%5D&amp;action_ref_map=%5B%5D">https://www.youcaring.com/nadinecadesky-773321?fb_action_ids=1291907394223840&amp;fb_action_types=youcaringcom%3Ashare&amp;fb_source=other_multiline&amp;action_object_map=%5B1155437804566460%5D&amp;action_type_map=%5B%22youcaringcom%3Ashare%22%5D&amp;action_ref_map=%5B%5D</a></p>
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<b>CONCLUSION</b>	See “Discussion” segment points.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
ACTION ITEMS See “Action Items” on page 12 of Minutes document.		

<b>DISCUSSION</b>	<p><b>B. PRESIDENT ELECT MICHAEL VIEGA</b></p> <p>- Constitution and Bylaw changes are in Board book.</p> <p>- President transition meeting to goal set all invited.</p>	
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<b>CONCLUSION</b>	N/A	
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<b>ACTION ITEMS</b> See “Action Items” on page 12 of Minutes document.	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
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DISCUSSION	<p><b>C. PAST PRESIDENT JULIE NEAL</b></p> <p>- Nominations Committee have been working to find nominees.</p> <p>We don't have number for Assembly Delegate seats. We don't know how many we need to seat yet, which will come from AMTA. We will need 29 to have enough.</p> <p>- Trish wondered how we can encourage people to be in the Assembly for more diversity. Donna and Julie noted we are trying. Gabby asked Donna to discuss what the Assembly is at the Business meeting. Bridget noted that we always have to be educating for people who are just getting out of school etc. Her idea was to use the conference survey to reach out to people. Bridget noted that we could use the booth to promote and a box for suggestions. Gary noted we could do it via electronic survey...coffee at the booth to get folks. Donna noted that at Pittsburgh, we could have a Regional Board and Service leadership academy. Getting people talking about what their concerns are gets them activated into service. Maybe at the State Level. A passages session on service. Megan notice can we promote it via our social media and website/blog. Gary said we should be doing this through all these avenues. The student business meeting would be a good place too to announce it. In Pittsburgh, do a concurrent session and a service/leadership push— Donna noted that we need to do something with internship directors to help support our interns moving into service.</p> <p>- Julie announced the nominees going into the business meeting.</p> <p><i>President elect - Beth Deyermond, Tracy Wanamaker</i></p> <p><i>VPCP - Lauren Faggiano, Cassandra Schoffstall</i></p> <p><i>VPMem - Lori De Rae Kolb, Ming Yuan Low, Marisol Norris</i></p> <p><i>Gov relations elect - Stephanie Sofield</i></p> <p><i>Treasurer elect - James Maxson</i></p> <p><i>PR CHair - Missy Rozelle Reed, Shawna Vernisie</i></p> <p><i>Assembly Delegates - Elaine Abbott, Mark Ahola, Clare Arezina ,Gene Ann Behrens, Carol Ann Blank, Caitlin Clark, Beth Deyermond, Montserrat Gimeno, Victoria Glaser, Nicole Hahna, Mary Claire Holliday, Andrea Hunt, Flossie Ierardi, Laurie Keough, Tony Meadows, Joni Milgram-Luterman, Bob Miller, Bryan Muller, Katie Myers, Kate Myers-Coffman, Julie Neal, Leah Oswanski, Donna Polen, Brigitte Sutton, Gary Verhagen, Melanie Walborn</i></p>		
	CONCLUSION	See "Discussion" segment points.	
ACTION ITEMS	See "Action Items" on page 12 of Minutes document.	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	<b>D. ARCHIVIST MEAGHAN BAKEY</b>  No report given.		
CONCLUSION	N/A		
ACTION ITEMS	See "Action Items" on page 12 of Minutes document.	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	<b>E. VICE PRESIDENT FOR MEMBERSHIP MARISOL NORRIS</b>  - Status update is that there are no new numbers.  - Having membership awards and scholarship added to membership aware funds. She is proposing three new scholarships, which are noted on page 7 in Board Books. The Board all felt these are great use of funds and scholarships to add. Our scholarships are under utilized. Megan noted that we are not drawing attention to these scholarships. Bring more attention to these scholarships. Megan brought up the idea of a stipend for internships. Donna felt that could be an issue for facilities. Gary noted that Jenny Shin could be increased if we have funds to spare. Julie noted that we could establish a professional scholarship a Janet Murphy scholarship, as part of the process people learn about Janet. The Board would approve the new scholarships and renaming Janet Murphy conference scholarship. Marisol noted that she will do a traditional membership drive for April.  - The discussion of the membership concern is postponed as the Diversity and Multicultural task force gets stabilized and review AMTA tasks.		
CONCLUSIONS	See "Discussion" segment points.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
ACTION ITEMS	See "Action Items" on page 12 of Minutes document.		

DISCUSSION	<b>F. VICE PRESIDENT FOR CONFERENCE PLANNING TRISH WINTER</b>  - Trish - Nothing to report.  - Elaine— we are in Pittsburgh in 2018. Reston, Northern Virginia for 2019. 3rd one would change to 8-10 concurrent slot. Capitol Hill day would be good for this site. Membership would change peak day, they want it Friday Saturday. This would be a good venue. The venue would be a Hyatt		
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	<p>Regency in Reston. The F&amp;B in Reston is 20K. Contract signed by March 31st. Brooke noted over 41K and 36K the previous year over 80K profit for the past two year.</p> <p>- Gabby called for vote coming from committee to approve dates (March 6 - 10, 2018) and location for Reston conference. All agreed.</p> <p>Possible joint conference in 2020 with GLR perhaps?</p>		
<b>CONCLUSIONS</b>	See "Discussion" segment points.		
<b>ACTION ITEMS</b>	See "Action Items" on page 12 of Minutes document.	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

<b>DISCUSSION</b>	<p><b>G. ASSEMBLY CHAIR DONNA POLEN</b></p> <p>Donna noted that an Assembly Task force is being formed to look at article 7 in bylaws to look at assembly and relationship to AMTA directors. Gary and Donna will representing.</p>		
<b>CONCLUSION</b>	See "Discussion" segment points.		
<b>ACTION ITEMS</b>	See "Action Items" on page 11 of Minutes document.	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

<b>DISCUSSION</b>	<p><b>H. PUBLIC RELATIONS CHAIR MEGAN RESIG</b></p> <p>- In the board book there are updates on website, which is being utilized. Megan has updated webmaster agreement, which Kate will sign here at conference and find a lawyer to finalize. Gabby noted that we have been paying her for her services. Gabby noted that AMTA suggested the lawyer.</p> <p>- We still have the booth and Mark will be videoing with the help of Maria. Gabby will look at how much lawyer would cost and how it happens across states and bring to June meeting. MAR is listed incorporated in Delaware. Kate has been happy with the updates and respecting the timeline.</p>		
<b>CONCLUSION</b>	See "Discussion" segment points.		
<b>ACTION ITEMS</b>	See "Action Items" on page 12 of Minutes document.	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

9:37 PM Gabby stepped out and Michael took over.

9:40 PM Gabby returned

10:00 PM Gabby made a motion to amend agenda business meeting 9-1. Then a motion to approve as amended.

10:01 recess until 9:00 AM tomorrow, March 16, 2017.

Meeting called to order on March 16, 2017 at 9:10AM

<b>DISCUSSION</b>	<p><b>I. HISTORIAN MARK AHOLA</b></p> <ul style="list-style-type: none"> <li>- We have had 2 quarterly columns for the newsletter to highlight conference events and submit to archives. Next year will be 20 years of AMTA. Bryan Hunter, Ken Aigen and Sister Mariam submit in newsletter archive.</li> <li>- Jeopardy game at MAR booth— timeline of our region is online and he wants to do more</li> <li>- Donna asked about who will be the archivist; it was noted that we as a region have not been guiding it. Donna noted that we need to brainstorm archivist names. Julie noted that no one knows what the archivist does. Gary noted that we need tasks and timelines—Tara noted that student leadership academy can do a project where they go to the archives. Gary said one of the tasks should be that we need an understanding of what the archivist does. Historical Preservation Project committee needs a student member.</li> </ul>		
<b>CONCLUSION</b>	N/A		
<b>ACTION ITEMS</b>	See "Action Items" on page 12 of Minutes document.	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

<b>DISCUSSION</b>	<p><b>J. NEWSLETTER REPORT MARK AHOLA</b></p> <ul style="list-style-type: none"> <li>- Newsletter going our quarterly. It is going to go out in Spring. 2979 people receive 35% open rate (who clicked). More people can see it on their mobile. Mark is continuing to find ways to improve customer engagement with the newsletter with links, pictures, videos. April 15th is the deadline for the next newsletter.</li> <li>- Megan noted that gmail has been filtering newsletters to promotion. Mark talked about how people subscribe and opt out of newsletter. We are archiving past issues. Megan talked about how to store our newsletters and noted that the region should invest in a external hard drive. Gabby noted— record retention policy would also host essential documents. Megan noted that google drive is always a mess because everyone has access.</li> </ul>		
<b>CONCLUSION</b>	See "Discussion" segment points.		
<b>ACTION ITEMS</b>	See "Action Items" on page 12 of Minutes document.	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

<b>DISCUSSION</b>	<b>K. STUDENT AFFAIRS ADVISOR CONIO LORETTO</b> Report given by Tara O'Brien  Scholarships were announced. Board book report was read. Conio wrote a note in the Board book that would best be read by Conio.		
	<b>CONCLUSION</b> See "Discussion" segment points.		
<b>ACTION ITEMS</b>	See "Action Items" on page 12 of Minutes document.	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

<b>DISCUSSION</b>	<b>L. TREASURER BROOKE CARROLL-LEMCHAK</b>  - May 30th is last day of submission for expenses. Working budget document on google drive.  - Brooke increased scholarship budget for Marisol's request. Gabby was going to increase budget for hotel expenses. She also included a budget request form, it is in google doc. Gabby noted to increase president discretionary by 100 because plaque prices have gone up. Conio suggested student affairs advisor host. There should be a budget for hotel. Maria noted that she will be going to federal arts advocacy in Washington. It is in the MAR Region and a good way to advance advocacy. She would like to sponsor members. Brooke noted that if we switched legislative line we could probably make that happen. Brooke removed emergency fund from budget request and she can put it in the next line. Brooke said we are leaving NY consult for this year but there was word about not continuing this budget line.  - Brooke has been getting a lot of reimbursement requests with just credit card receipts— there has to be a receipt that is itemized. The receipt has to show itemized. MAR is not sponsoring alcohol.  - Brooke will be updating policies before she leaves. She will submit those in June.		
	<b>CONCLUSION</b> See "Discussion" segment points.		
<b>ACTION ITEMS</b>	See "Action Items" on page 12 of Minutes document.	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

<b>DISCUSSION</b>	<b>M. GOVERNMENT RELATIONS CHAIR MARIA FAY</b>  <i>Maria made a motion to take Alyssa off the consent agenda, 2nd, motion passes</i>  - Maria's report is on page 12. Maria updated on policy for reimbursement for task force. Judy Simpson contacted her accountant. This will set up new system for documenting finances for government relations. In June, AMTA will put up system in place for Regions to follow: they will break it down into all expenses and income will be broken into direct and indirect lobbying. All		

regions must classify this way. The CMTE is indirect or training MT for example. If we go into Hill day, this is direct lobbying. This system will be in place in June. Will be contacting regional presidents about this. Government relations will have their own accounting system for all of this. And then they will put it into our system for MAR.

- They are creating policy for reimbursement as a hierarchy. Each task force will have 500 per state-more direct. Have a priority system, so the chairs will have more priority than people in task force and for events. A hearing for instance is more important than CMTE. They are in the process of creating that now. Brooke noted that Jody said if there is a hardship you apply to AMTA. She noted that 16-30 percent is considered lobbying we can lose status. Advocacy trainings do not offset the total budget. 16750.00 is 9% of total budget. We cannot go over that as it will make us not compliant with non-for-profit. We have to have an income line in government relations budget for what we predict we will bring in. Maria asked Brooke, we were supposed to take out reserve emergency fund (7k). Brooke said Vanguard is contingency for conference and how to separate. Gary said we need to rename it a contingency form or move to Vanguard— the latter idea was liked by the Board. Brooke noted that what we are bringing in with advocacy training cannot go back costs for training occur....shift in thinking that it should go into overall income for goals of the Region. It will not be a direct correlation between what comes in and what comes out.

- An ad hoc committee about membership and task force members: Mike and Marisol and Maria met to talk. Not to require AMTA members for task force members. We needed follow up for Board members membership we felt we could not make task force members members...Gabby State Task Forces are chairs would have to be members but not the task force members. We approve members of task force's core members. Gary asked who owns the task force...MAR charges state task force. It is regional but state focused. We charge the task force. Board members do have to be AMTA members and committee reps have to be AMTA members as well. Maria is recommending that members of task force not be required to be AMTA members. Gary noted that a way around that would be a committee or task force can reach out with people with expertise but they would not be able to get reimbursed. Donna said that she does not agree b/c it needs to be brought to the Board. Bridget said that perhaps it could be like VP Conference Planning who charges Conference Committee— Government Relations could be the same way. We would have to examine the Bylaws regarding how we charge task force chairs and Boards relationship. This kind of change is needed because of how fast the nature of government relations is happening. Donna felt that it is important there is some needed oversight because of the ability of duties and leadership get unwieldy.

Bylaw states that a task force is 3 no more than 6 voting members— along with Chairs. Bridgette noted the questions, is only official task force members reimbursable. Julie said that it is a benefit of membership. Another way of looking at it is that it could encourage membership and they are doing the work for the members. Should we deregulate the task force member process or add another layer to what is here. Gabby noted that having to appoint the members is too much. We need to redefine what the task force— under Article 3 section 1— Could consider what the word designated mean...does it mean designated appointed positions in the Bylaws and approved by the bars. Duties of government relations committee "Shall consist of" but the state task forces "include," which is exclusive Bylaw article 9 section 4.

	<p>These two sections need to be looked at in the Bylaws  Article 3 section 1: Designated appoint better defined  Article 9 section 4: Shall consist of.</p> <p><i>Conio Loretto and Beth Deyermond came at 10:45.</i></p> <ul style="list-style-type: none"> <li>- Maria asked about how do we sponsor an arts advocacy day. Julie noted that it should be open to all. If we called it something arts advocacy scholarship.</li> <li>- Because of advocacy going on we have seen an increase of anti-regulation groups that is not giving out correct information. These articles are released and people get upset. If you see articles like that do not repost them and get people riled up.</li> <li>- Maryland has a bill that is under counseling. They had a hearing and hill day. New Jersey is still waiting. Their bill is in committee. NY has a bill that is ready to go. There is a CMTE to help MT therapists advocate when it is released.</li> <li>- Diana Georgia contract renewal— Maria felt that we should renew it due to momentum. She recommends that if we renew we get a report for accountability. The suggestion is for quarterly reports.</li> </ul> <p><i>Maria makes a motion to continue Diana Georgia contact for a year with additional deadlines of quarterly reports. 2nd. Motion passes</i></p> <ul style="list-style-type: none"> <li>- PA is going to Universities. They are doing a rally and are looking for research so legislations can see that it is an evidence-based practice. The bill needs to be reintroduced. It needs to be put into a new board with a new sponsor. Melanie Walborn stepped down. Music therapy was added in the reimbursement waiver.</li> </ul>
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<b>CONCLUSIONS</b>	See “Discussion” segment points.		
<b>ACTION ITEMS</b>	See “Action Items” on page 12 of Minutes document.	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

<b>III. NEW BUSINESS</b>	
<b>DISCUSSION</b>	<p><b>A. PRESIDENT  GABBY RITTER</b></p> <p>Gabby’s gmail was hacked. We should be updating the passwords regularly. Change password and then send to Beth</p> <p>Donna— Angie Snell said we will be seating 15 in the Assembly of Delegates, which is down one.</p>

**IV. GOOD AND WELFARE**

<b>DISCUSSION</b>	<p><b>A. PRESIDENT GABBY RITTER</b></p> <p>Trish said thank you for her time on the Board and good luck to Jenny Swanson. Gabby said thank you to those driving in a blizzard. Julie noted her growth experience being on the Board for 6 years. Brooke too felt that she will miss being on the Board. Maria said thank you for the past 6 years and has been great to work with everyone. Donna gave praise to Maria to be at the helm of the work. None of us would be where we are without the leadership.</p>
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<b>MOTION TO ADJOURN</b>	
<b>MEETING CLOSED</b>	At 11:19 AM
<b>NEXT MEETING</b>	Regional Executive Board Transition Meeting, June 2017, Elizabethtown, PA

## MAR Exec Board Action Items

From 2017 MAR-AMTA Conference Business Meeting

Rochester, NY

Prepared on March 20, 2017

Action Item	Person Responsible	Deadline
Draft the whistle blower policy and bring for discussion to the June meeting	Gabby Ritter	Transition Meeting, June 2017
Update policies related to treasurer position	Brooke	Transition Meeting, June 2017
Change gmail passwords and send to Beth	All board members	ASAP



**MAR-AMTA Executive Board Meeting**  
2017 AMTA Mid Atlantic Region Executive Board Meeting  
Hyatt Regency, Rochester, NY

Wednesday, March 15, 2017, 6:00 PM - 10:00 PM  
Thursday, March 16, 2017, 9:00 - 11:00 AM

**AGENDA**

**I. Opening Procedures**

- A. Call to Order
- B. Approval of Agenda
- C. Approval of Minutes (*November 2016 - Sandusky, OH*)
- D. Approval of Consent Agenda, *p. 3*

**II. Officer's Reports**

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|--|------------------------|
| A. President   |                        |
| a. No report submitted   | Gabby Ritter           |
| B. President Elect   | Michael Viega          |
| a. Report, <i>p. 5</i>   |                        |
| b. Proposed revisions for Bylaws and Constitution                          |                        |
| C. Past President  | Julie Neal             |
| a. Report, <i>p. 6</i>   |                        |
| D. Archivist   | Meaghan Bakey          |
| a. No report submitted   |                        |
| E. Historian   | Mark Ahola             |
| a. No report submitted   |                        |
| F. VP for Membership   | Marisol Norris         |
| a. Report, <i>p. 7</i>   |                        |
| G. VP for Conference Planning  | Trish Winter           |
| a. Report, <i>p. 9</i>   |                        |
| b. Presentation from Elaine Kong & Jenny Swanson: 2019 conference planning |                        |
| H. Treasurer   | Brooke Carroll Lemchak |
| a. Report, <i>p. 11</i>  |                        |
| I. Government Relations Chair  | Maria Hricko Fay       |
| a. Report, <i>p. 12</i>  |                        |
| J. Assembly Chair  | Donna Polen            |
| a. Report, <i>p. 15</i>  |                        |

- K. Student Affairs Advisor
  - a. Report, *p. 16*
- L. Newsletter Editor
  - a. Report, *p. 18*
- M. Public Relations
  - a. Report, *p. 19*

Conio Loretto

Mark Ahola

Megan Resig

**III. New Business**

**IV. Good and Welfare**

**V. Adjournment**

**MAR-AMTA Executive Board Meeting  
CONSENT AGENDA**

1. Government Relations
  - a. Gina Greeson resides in Milford, Delaware with her husband and almost two year old son. She works part time as a music therapy contractor at Harrison House, a long term care facility in Georgetown, Delaware. Prior to living in Delaware, Gina lived in New Jersey and helped with membership for NJAMT. She looks forward to getting involved in the Delaware State Task Force and helping to create awareness of music therapy in Delaware.
  - b. Alyssa Regan (letter of interest and bio forthcoming)

**MAR-AMTA Email Vote Summary**  
**2017 MAR-AMTA Region Executive Board Meeting**  
**Rochester, NY**  
**Beth Deyermond, MA, MT-BC**  
**Submitted February 2017**

Date	Vote	Explanation	Motion Carried?
2/20/17	Approval of change of days for 2019 MAR Conference	Change the days of the 2019 MAR Conference from Thursday – Saturday to Friday – Sunday so it can be held at a hotel in Reston, VA. This is to accommodate the requirements of booking at the hotel.	Yes
2/26/17	Addition of state task force members	Presented from the committee to add two individuals to the New York State Task force and one to the Pennsylvania State Task Force.	Yes

**MAR-AMTA President Elect Report**  
**2017 MAR-AMTA Region Executive Board Meeting**  
**Rochester, NY**  
**Michael Viega, Ph.D., LCAT, MT-BC**  
**Report Submitted February 2017**

The Constitution and Bylaws Committee is proposing only one change to the Bylaws for membership consideration at the conference. This change was brought to the Committee by Donna Polen to reflect current duties of the Recording Secretary, which are not noted in the Bylaws. The Committee considered whether this was a matter of policy, procedure, or Bylaw change and decided that it was appropriate for the latter. The Committee decided that it would be best for the Membership to decide if this change should be noted in the Bylaws. See proposed changes below.

In addition, I would like to invite each of you to a President transition meeting schedule for 8am the Saturday of the conference (see program for details). The purpose of this meeting is to discuss the goal setting over the next 2-years and to have a dialog about issues facing the MAR-AMTA. All are welcome.

Proposed Bylaw changes  
Article IV - Duties of Appointed Officers

Section 1. The Recording Secretary shall: send out meeting announcements; distribute agendas; keep minutes of all meetings of the Executive Board and the general membership; tally and record all email votes in the Executive Board files, notify the President of the outcome, and include the results in their report to Board; and assure that corporate minutes are maintained. The Recording Secretary shall submit copies of all minutes to the Executive Board, Regional Delegates to the AMTA Assembly and Alternates, and the Archivist. Minutes shall be made available to the general membership upon request. The Recording Secretary shall also: communicate with, advise, and guide the corresponding student officer; establish and/or maintain a handbook outlining job responsibilities; and carry out such other duties as may be assigned by the President or the Executive Board.

RATIONALE: To reflect current practice and clarify the process of recording, storing, and distributing the results of email votes.

**MAR-AMTA Immediate Past President Report  
2017 MAR-AMTA Region Executive Board Meeting  
Rochester, NY  
Julie P. Neal, MS, MT-BC  
Report Submitted February 2017**

The duties of the Immediate Past President are identified in Article III, Section 5 of the MAR-AMTA Bylaws.

The Immediate Past President shall: endeavor to effect a smooth transition of power by assisting and advising the new President as necessary; chair the National Services Council; chair the Nominating Committee appointed by the President; present the slate of nominees to the membership; attend Regional Executive Board meetings; serve as a member of the Assembly of Delegates; serve as a member of a Constitution and Bylaws Revision Committee; communicate with, advise, and guide corresponding student officer; establish and/or maintain a handbook outlining job responsibilities; submit an annual written report at the regional conference; and carry out such other duties as may be assigned by the President or the Executive Board.

As Immediate Past President I have assisted and provided guidance to President Ritter as needed, established and maintained contact with regional representatives to National Standing Committees, and attended the regional executive board meeting in Sandusky in November. Service on the Constitution and Bylaws Revision Committee is ongoing and proposed revisions are being submitted at this conference. The Nominating Committee has been formed and has been working to establish a slate of candidates for upcoming Executive Board and Assembly Delegate elections. Additional action items are listed below.

**National Services Council**

Names and contact information of all MAR representatives to national standing committees and boards have been shared with Kate Shannon for solicitation of website updates. All committee and board reports should be updated on the website as needed, and at least on a bi-annual basis following national conferences and mid-year meetings.

**Nominating Committee**

This committee is made of myself as chair, Michael Viega, Gary Verhagen, Maria Fay, Noel Anderson, and Bob Miller. We hope to have a full slate of candidates to present to the membership at the business meeting.

Respectfully submitted,  
Julie P. Neal, MS, MT-BC, MAR-AMTA Immediate Past President

**MAR-AMTA Vice President for Membership Report  
2017 MAR-AMTA Region Executive Board Meeting  
Rochester, NY  
Marisol Norris, MS, MT-BC  
Report Submitted February 2017**

1. Member Status Update

- a. We ended 2016 with a total of 959 MAR members. This is a 28-member increase from the 3<sup>rd</sup> quarter. The largest increase between 3<sup>rd</sup> and 4<sup>th</sup> quarters were seen among our students totaling in 262 members, this was followed by professional (537) and graduate student (115) members.
- b. Member numbers for this year and the previous years for the fourth quarter are as follows:

Member Category	12/31/16	12/31/15	12/30/14
Affiliate	5	4	3
Associate	10	12	10
Honorary life	6	6	6
Inactive	2	1	0
Life	1	1	1
Patron	3	2	2
Professional	537	487	530
Retired	18	20	20
Grad student	115	137	163
Student	262	213	194
TOTAL	959	883	929

- a. Member Call-Drive: Professional members will be recruited via Facebook and email to participate in annual call drive.

2. Member Support, Scholarships, & Awards

- a. 2016 Awards: We offered one MAR- AMTA National Conference Award and two Regional Conference Awards last year.
- b. 2017 Awards: We awarded two Regional Conference Awards and one membership support award.
- c. Proposed Scholarships: Three scholarships are being proposed to assist member professional development.
  1. Professional Member Career Development Award (\$300): to assist professional members with career advancement/development (CMTE costs, purchasing instruments, etc.)
  2. Student Scholarship Fund (\$1000): to assist undergraduate and graduate student member with a current GPA of at least 3.00 who can demonstrate financial need and acceptance or enrollment in an AMTA approved music therapy program. This scholarship is offered to offset tuition assist and academic costs (i.e. books, instruments, etc.).
  3. Minoritized Student Scholarship Fund (\$1000): to assist racially/ethnically minoritized undergraduate and graduate students who can demonstrate

financial need and acceptance or enrollment in an AMTA approved music therapy program. This scholarship is offered to offset cost of tuition and academic costs (i.e. books, instruments, etc.).

### 3. Member Concern

- a. Propose that ad-hoc committee is be constructed to address membership concerns discussed at fall 2016 meeting (re: cultural sensitivity) and increase overall regional awareness and engagement in matters pertaining to multicultural competency and diversity within the field.

**Vice President of Conference Planning Report**  
**2017 MAR-AMTA Region Executive Board Meeting**  
**Rochester, NY**  
**Patricia Winter, Ph.D., MT-BC**  
**Report Submitted February 2017**

1. Conference Thank You!
  - a. Welcome to Rochester, NY. Thank you to our conference council and the local committee for all of the planning, ideas, and dedicated work across the last 12 months
    - i. VP-elect of Conference Planning: Jenny Swanson
    - ii. Regional Event Planner: Elaine Kong
    - iii. Regional Exhibits: Brigette Sutton
    - iv. Continuing Ed Coordinators: Clare Arezina
    - v. Public Relations: Megan Resig
    - vi. Treasurer Elect: Brigette Sutton
    - vii. Local Co-Hosts: Amanda Diminio, Lauren Faggiano, Melinda Kurowski
    - viii. Instruments: Mike Stavoli, Jason Willey
    - ix. Entertainment: Laurie Keough, Sara Rogers
    - x. Exhibits/Fundraising: Chris Gold, Betsey King
    - xi. Government/PR: Missy Rozelle Reed, Donna Polen
    - xii. Registration: Liz Hedger, Joy Kaminski
    - xiii. Student Service Project: Adrienne Meyer, Molly Perry-Pow
    - xiv. Volunteer: Sarah Kliman, Megan Smith
  - b. Thanks also to other MAR members who assisted in the conference planning process:
    - i. Research Committee: Joke Bradt and Gene Ann Behrens
    - ii. Student Affairs Advisor: Conio Loretto
  - c. Thanks as always to the MAR executive board for continued support and collaboration in this great task of conference planning!
2. Rochester updates:
  - a. Registration as of 2/27/2017 is 460. We project around 550, which is in-line with the 2014 conference in Buffalo, NY. As of this date we most likely will not meet our hotel room reservation rate, which will increase the total cost of our meeting space. We will not be able to know the final numbers until after conference.
  - b. Registration revenue as of 2/27/17 is \$56,398, less service fees from RegOnline.
  - c. We are continuing to refine the use of RegOnline for exhibits and sponsorship. As of 2/27/17 we have accrued \$5,650 less services fees from RegOnline.
  - d. Conference offerings include a Pre-Conference Institute on trauma-informed music therapy practices, 9 CMTEs including two free evening CMTEs, approximately 70 concurrent session presentations (including research and student tracks).
  - e. Highlights of Conference Events:
    - i. David Ott Pre-Conference Institute: **Trauma-informed Practice for Music Therapists: Understanding Our Clients and Ourselves.** A 5 hour CMTE facilitated by Megan Smith, MA, LCAT, MT-BC; Sarah Kliman, LMSW, MT-BC; Leigh Kirby, MS, MT-BC; Sarah Fitzgibbons, LMHC, MT-BC
    - ii. Opening Ceremonies from We are beyond excited to welcome Ms. Gaelynn Lea Tiny Desk Contest winner <https://violinscratches.com/>
    - iii. Passages featured presentations during each concurrent session slot.

Highlighting student and new professional offerings from the 2016 Passages Conference.

- iv. A revamp of the Exhibit Hall Spectacular. To include a time shift from Thursday evening to Friday afternoon with coffee and cookies.
  - v. Traditional Events: Awards Ceremony, Drum Circle, and Jam Rooms
3. 2018 Conference
- a. We will be in Pittsburgh, PA at the Sheraton Pittsburgh Hotel at Station Square: 4/11/2018 – 4/14/2017.
  - b. Local Co-hosts will be Laurie Fox and Haley Welsh
4. Process Improvements/Future Efforts
- a. We continue to work hard to streamline all of our conference processes. Going forward, conference planning will work toward concurrent sessions that meet the needs of our very large and very diverse music therapy constituency. Look for fewer concurrent sessions during each session slot, more stringent concurrent session review procedures, and a dedicated effort to the highest quality session offerings. This process began this year with a “Presenter Information” document outlining expectations for concurrent session presentations including, ethics, confidentiality, copyright, and standard presenting etiquette. These changes are in response to our conference surveys for the past several years in which registrants expressed dissatisfaction with the overall level and quality of many concurrent session offerings.

Respectfully Presenter

Patricia Winter, Ph.D., MT-BC

Jenny Swanson, MMT, MT-BC

2017 MAR VP for Conference Planning

2017 MAR VP Elect for Conference Planning

Treasurer Report  
2017 MAR-AMTA Region Executive Board Meeting  
Rochester, NY  
Brooke Carroll Lemchak, MMT, MT-BC  
Report Submitted March 2017

I. Current Account Balances as of *March 8, 2017*

- Operating budget: \$91,496.32
- Conference: \$17,525.29
- Advocacy Training: \$347.95
- Student: \$5,404.41
- Vanguard/Liability Reserve: \$47,386.60

II. *FY 2016-2017 Budget Status*

- See attached document “2016-17 YTD Budget Spending.”  
<https://docs.google.com/document/d/11a2-wzbOUReguloicj9A2DoMbZAp5M5syRZ07MbNLJs/edit?usp=sharing>
- Please check your respective budget lines and take this into account when spending for the remainder of the fiscal year.
- Last date to submit for reimbursement for the current fiscal year: May 30, 2017.

III. *FY 2016-2017 Budget Status*

- Because budget requests have just been repeating for the last several years, we think it is time to streamline this process. Last year’s budget has been forwarded onto a [working budget document](#) for 2017-18 on Google Drive.
- Please review this document and submit any changes for the upcoming fiscal year budget prior to or at the Executive Board Meeting. Anyone proposing changes and/or new budget line items must enter it into the [FY 2017-18 Budget Request](#) form also found on Google Drive.
- Vote on budget proposal

**MAR-AMTA Government Relations Report**  
**2017 MAR-AMTA Region Executive Board Meeting**  
**Rochester, NY**  
**Maria Hricko Fay, LSW, LCAT, MT-BC**  
**Report Submitted February 2017**

1. Regional Conference
  - a. 3 hour free CMTE Advocacy Training for NY MT's
  - b. Advocacy Breakfast
  - c. State Task Force Meeting
2. MAR Gov. Relations Finances:
  - i. Establish a systematic reporting process for MAR Gov. Relations finances by establishing a system for checks and balances (oversight).
    1. Less than 5% of the nonprofit's total budget is considered minor lobbying, anything over 16% to 20% is substantial lobbying and subject to losing tax-exempt status. Our current budget is substantial lobbying. It was suggested to move the Legislative Emergency Fund (\$7,000) to a contingency fund.
    2. Direct lobbying vs. Indirect lobbying
  - ii. Travel Policy
    - a. Consider a simple flat fee for a stipend for task force members for a day event vs. overnight.
    - b. Prioritize reimbursement with task force chairs and task force members
    - c. Prioritize events: testimonies/hearings, presenting CMTE's, Hill Days, Legislative visits
    - d. Offer other options vs. reimbursement such as tax write offs for time/expenses/mileage reimbursement, 10 CMTE's credits for presenting, etc.
3. Tacking Gov. Relations CMTE Money
  - a. Regonline transaction fees are \$3.55 per transaction and 4.95% of the transaction total. This is too expensive.
4. Ad Hoc Committee Regarding Membership Requirements for Task Force Members
  - a. Met January 31, 2017
  - b. Re task forces members – it was the opinion of the group that we should not require AMTA membership for task force members.
  - c. Follow-up on executive board membership requirements. Are Board Members required to be AMTA Members?
  - d. National Committees members need to be members of AMTA as outlined in the AMTA handbook under "qualifications" for the respective committee.
  - e. Does a description of the task forces need to be in the Constitution and By-Laws (Article 8 section 3) as far as membership is concerned?
  - f. The requirements of membership for the executive board, head of task forces, is there something in writing. If so, where are they?
  - g. If this needs to be added to the By-Laws, where to put this information?
5. Arts Advocacy Day – March 20-22, 2017
  - a. Sending MAR Members every year
6. Responding to Opposition – the national team identified 3 steps:

- a. Contact the national team.
  - b. Do not retweet or re-share an article through your social media channels.
  - c. Focus on the truth through various advocacy channels.
7. STATE UPDATES
- a. DESTE
    - i. Advocacy Training over the summer
    - ii. Phone call survey to connect with all the MT's in the state
    - iii. Created a DE State Task Force email: destf.mt@gmail.com
    - iv. They will create a task force brochure with information gathered from the survey.
  - b. MDSTE (Chair - Niki Runge and Tatyana Martin)
    - i. Held a virtual "Town Hall Meeting" to address questions regarding the bill
    - ii. HB1458 introduced: Dels Sample-Hughes and Pena-Melnyk
    - iii. Hill Day – March 7, 2017
    - iv. Hearing – March 8, 2017
  - c. NJSTE (Chair – Paula Unsal)
    - i. Waiting to get on the agenda in the Senate with the bill before the Senate Budget and Appropriations Committee and a vote in the General Assembly.
  - d. NYSTE (Chair – Donna Polen)
    - i. Diana Georgia Contract Renewal
      - 1. <https://drive.google.com/file/d/0B0obrtoPWB6kWUJLUnpwTFhLM1E5LVJ6cXNYMHZRdE4xeDNZ/view?usp=sharing>
    - ii. LCAT State Approved Providers: The region and other organizations have become providers. Thanks to Clare Arezina for her work on this.
    - iii. Music Therapy License – The draft bill has just come back from the state. The bill memo is being created.
    - iv. The State Board for Mental Health Practitioners - Thomas J. Biglin, Jr., MA, LCAT, MT-BC, is on the State Board for Mental Health Practitioners
    - v. New Task Force Members: Beth Swartz and Ivette Farciert-Vivar
    - vi. Student Task Force Member - The task force is currently seeking a new student member. They are requesting that the student attend a New York school and live in New York.
  - e. PASTE (Co-Chairs - Nicole Hahna, and Melanie Walborn)
    - i. School tours: Drexel University on February 25<sup>th</sup>.
    - ii. Bill Update – The task force is working with Rep. Pashinski on an appropriate Board for music therapy to fit under. The task force is looking for a new Senate Bill Sponsor. Since a new legislative session began January 1, 2017 the task force is working to re-introduce the music therapy licensure bill. With the new legislative session, the bills will need new co-sponsors.
    - iii. Music Therapy Rally – The task force is planning a rally in support of music therapy licensure at the Harrisburg Capitol Building in April 24, 2017.
    - iv. Office of Developmental Programs in the PA Department of Health and Human Services – Music therapy is included in the Waiver! 2 separate calls to action have been encouraged to revise language during the open comment period.
    - v. Creating a New State Brochure – recent state survey was sent out. The task force will create a new state brochure with this information
    - vi. New Task Force Member - Jillian Tolman
  - f. VASTE (Chair- Briana Priester)

- i. Will reach out in late spring/early summer
- g. WVSTF (Chair – Amy Rodgers Smith)
  - i. Members of the task force met with Auditing Committee Representatives in Charleston, WV about the submitted Sunrise Review Application.
  - ii. Creating a new state brochure
  - iii. The task force will be taking advocacy steps to engage in over the next few months: meeting with legislators in home districts, advocacy training and Hill Day.

**2017 MAR-AMTA Region Executive Board Meeting  
Rochester, NY  
Donna W. Polen LCAT, MT-BC  
Report Submitted February 2017**

We have not received the minutes and motions from the Assembly meetings yet; general updates on what was discussed in Sandusky are available on the AMTA website:

[http://www.musictherapy.org/highlights\\_from\\_2016\\_annual\\_board\\_of\\_directors\\_meeting/](http://www.musictherapy.org/highlights_from_2016_annual_board_of_directors_meeting/)

One item of particular importance was the passing of a motion to have the Speaker of the Assembly appoint a task force, comprised of Assembly Delegates from each region, to review Article VII of the AMTA Bylaws and make recommendations regarding the roles and responsibilities of the Assembly and the relationship between the AMTA Board of Directors and the Assembly. This motion grew out of discussion about there being so little work for the Assembly in Sandusky and a sense that the policy-making body of the Association feels an obligation to be more proactive in representing membership and empowering our members to become more engaged. Speaker Snell is in the process of finalizing appointments to this task force. Representing the MAR will be Donna Polen, Delegate and MAR Assembly Chair, and Gary Verhagen, Delegate and MAR Parliamentarian.

**MAR-AMTA Student Affairs Advisor Report  
2017 MAR-AMTA Region Executive Board Meeting  
Rochester, NY  
Conio Loretto, MS, LCAT, MT-BC  
Report Submitted February 2017**

**2016-2017 SCHOLARSHIPS**

MARAMTS is pleased to announce the recipients of the Sophomore, Junior and Graduate Scholarships. The recipients were selected through a blind review by a team of student judges from around the region. The recipients each receive complimentary student membership to AMTA and free registration for this year's MAR Conference.

Congratulations to:

**SOPHOMORE SCHOLARSHIP**

Hayley Spriggs, Elizabethtown College  
Colleen McDonough, Temple University

**JUNIOR SCHOLARSHIP**

Emma Martin, Slippery Rock University  
Meghan Smith, Temple University

**GRADUATE SCHOLARSHIP**

Amara May, SUNY Fredonia  
Rebecca Warren, SUNY Fredonia

MARAMTS also awards two Music Therapy clubs in the MAR for their efforts in advocacy, volunteering and fundraising. Congratulations to MONTCLAIR UNIVERSITY and ELIZABETHTOWN COLLEGE, who are the recipients of this year's award.

The recipients of the JENNY SHINN MEMORIAL SCHOLARSHIP will be announced during the awards ceremony at the MAR Conference in Rochester. Beth Deyermond, Scott Horowitz and Dena Register serve as the judges for this year's competition.

**STUDENT LEADERSHIP ACADEMY**

MAR Conference Committee members Molly Pow and Adrienne Meyer spearheaded the redesign and reorganization of the annual Student Service Project to become the STUDENT LEADERSHIP ACADEMY (SLA). The theme for this year's SLA is building a successful private practice and owning a Music Therapy business. Students will have the opportunity to visit and tour Music Therapy businesses and private practices around the Rochester area and will participate in many dynamic learning opportunities at the conference site, specific to the theme. Gratitude goes to Spectrum Arts and Upstate Music Therapy Center for hosting students and supporting the SLA this year.

### **FUNDRAISING**

MARAMTS will be selling an assortment of items at this year's MAR conference – water bottles, lanyards and bumper stickers.

### **CANNING PROJECT**

During this year's conference, the MARAMTS Canning Project will collect monies for Music4More (music4more.org), a Baltimore-based organization that organizes instrument collections for children that need them, as well as Music Therapy programs for veterans. Individual universities will be collecting monies from conference attendees during conference breaks. All the students at the conference from the university that collects the most money will receive a prize during the student business meeting.

### **FORUM FOR STUDENTS**

We will once again be holding a special forum for students at our regional conference. A panel of Music Therapists at different stages of their careers, from internship to retirement (and everywhere in between), will be on hand to answer questions from students regarding their experiences in our field. The forum has proven to be both informative and inspirational for students in attendance.

### **PASSAGES**

Included in our conference program will be Passages Re-visited sessions, allowing those students who presented at Passages the opportunity to present again. Planning will soon begin for Passages 2017. Thank you once again to Nazareth College for hosting the last Passages event, under the leadership of Nicholas Sherman, Alex Bruno and Rachel Williams.

### **FINAL NOTE**

At the MAR Conference in Rochester, the students will be electing a new Student Affairs Advisor as my term has come to an end. It has been an absolute pleasure to serve the MAR in this capacity. I am grateful for all of the professional and personal relationships that have come from my work on the Board...and for all that have supported and guided me. Mostly, however, I am grateful to the students who inspired me in unimagined ways. I said it many times during my terms, and will say it one more time – the future of our field is in good hands! Thanks again to all - - - Conio

Respectfully Submitted by:

Conio Loretto, MS, LCAT, MT-BC  
Student Affairs Advisor

Tara O'Brien  
MARAMTS Vice President

**2017 MAR-AMTA Region Executive Board Meeting**  
**Rochester, NY**  
**Mark Ahola, MM, LCAT, MT-BC**  
**Report Submitted February 2017**

1. *Tuning In to Rx Music* is now at 2979 subscribers (active contacts on Constant Contact, our social email marketing service).

2. Here are open rates for recent issues of the newsletter:

- a. Winter 2017 – 35% (41% mobile, 59% desktop)
- b. Fall 2016 – 31% (47% mobile, 53% desktop)
- c. Summer 2016 – 32% (48% mobile, 52% desktop)
- d. Spring 2016 – 32% (44% mobile, 56% desktop)

Non-HTML emails are not tracked and some email reading apps do not allow us to report opens. So, actual open rate is most probably higher than what is reported. Also, some members receive the newsletter via 2 or more addresses, and not all may be opened. Open rates for email blasts are similar. In the last edition, 1000 opened the newsletter, a record.

3. I need to link newsletter and email blasts directly to our facebook page, update the webpage for advertisers, and link more past copies to our website.

4. I continue to archive past issues that were sent via constant contact.

5. The submissions deadline for our Spring issue is April 15. Feel free to send links, pics, ideas for pics, graphs, video streams, etc. with your reports (send attachments of .jpgs/.gifs under 350 KB and 800 pixels for each pic in your report). If possible, upload reports to the google drive once shared. Larger reports are being linked to our website. These include government relations, spotlight on membership, and perhaps *Hey, NY!! did you know???* Once you send larger reports to me, I request that they be hosted on the website and then link to them.

**MAR-AMTA Public Relations Report**  
**2017 MAR-AMTA Region Executive Board Meeting**  
**Rochester, NY**  
**Megan Resig, LCAT, MT-BC**  
**Report Submitted February 2017**

1. MAR Website
  - a. Kate Shannon has continued to do a great job with regular website updates. Thank you all for sending over your submissions on schedule! The site continues to get a steady amount of traffic and seems to be well utilized by membership.
  - b. Detailed reports of website use (number of users, specific links clicked, etc.) is available here at the following link:  
<https://drive.google.com/file/d/0B7LwTFVD2L85azBIQjZqN09TTIFCWUxaWExTF90Z1JFZmhJ/view?usp=sharing>
2. Exhibit Materials
  - a. Help us spread the word! Exhibit materials are available for AMTA members in the MAR region to reserve for any local advocacy events. Members can access an easy reservation form here:  
<http://mar-amta.org/about/committees/public-relations-committee/>
3. PR Resources
  - a. The PR Committee will be meeting to finalize our first set of resources to assist state associations (as well as any interested local music therapy communities) in their advocacy efforts. We hope to have these materials available soon!
4. Conference Booth
  - a. This year, we will be using our conference booth space to highlight the work being done by the Historical Preservation Project.