

VTAA BOD Regular Meeting Minutes  
1/25/2021, 6:30-8 PM EST

Meeting called to order at 6:38 PM.

In attendance: Deirdre Kelley, Christina Ducharme, Scott Moylan, Charles Murdock & Montana Burns

Presiding officer: Deirdre Kelley

Absent: Catherine Lumenello & April Brumson

The session meets quorum requirements. Five out of the seven members are present.

- 1) Approve meeting minutes from previous BOD meeting and follow up about posting the meeting minutes to the membership.

**MOTION:** Scott made a motion to approve the last BOD meeting minutes from 12/28/20. Deirdre seconded. There was no discussion, and it was unanimously approved. Montana will email our webmaster Beth the minutes to be posted on the members only section of the VTAA website.

- 2) Treasurer's report (update from April re: year-end statement balance).

April was unable to attend but sent along her financial update to the BOD. For some odd reason it only appeared in Christina's inbox, so Scott asked Christina to share it to the rest of us. The year-end statement is still not finished, but that is a goal. The balance in the VTAA bank account was \$16,926.63 and our PayPal account has a balance of \$7,849.25. There was some discussion of the possibility of transferring that money from PayPal to our bank account. That will be an item for discussion at our next meeting. This month, VTAA paid the ASA \$840.00 in membership dues, \$295 to the VT Secretary of State for our lobbyist registration for 2021 and there is a \$0 pending payment to Zoom which may be from switching the account from Scott's credit card to the VTAA card. The Necrason payment went out in December, but not November. April inquired if she should send a check to Necrason for a January payment. In January, we generated \$300 from 3 memberships. In December, \$200 came from two memberships and late October/early November we generated \$4600 in membership dues and donations.

- 3) Membership update (update from Montana about current and expired roster).

As of today, we have 72 active members. 5 more are pending payment and 21 are expired and awaiting renewal. Email reminders were sent to everyone. Montana is working to update our google groups email listserv to reflect members only. As of now, there are 100 members in the group of which 61 were active in the membership. Montana added the missing names of active members and gave until 2/1/21 for people to renew before being

taken off of the list. Our webmaster, Beth, has been an incredible help and is ensuring all of the members have their information accurately listed on our website.

4) Midyear Committee Meeting planning - thoughts, outreach, and organization.

Deirdre is an ex-officio member of all the committees. Montana will add her to all of the different committee's Google groups in addition to creating the new ethics, conduct & inclusion committee. Christina will forward Montana an email with the members listed. We may need to spearhead the activity amongst the committees as board members and find or recruit members to participate as chairs. Perhaps there could be another email campaign to enlist members to sign up again for a specific committee. Ideally, committees might be able to meet virtually prior to our potential mid-year meeting in May. Each board member present signed up to help with a different committee. Scott will spearhead the organization of the legislative committee, Montana will help with the fundraising committee, Christina will initiate the ethics committee, Deirdre will focus on the membership committee and Charles will focus on the outreach committee. The goal will be to send out an email recruiting participation from the membership before our next BOD meeting on 3/1/21. Deirdre offered to write a template that we can all adapt to our assigned committees.

5) Newsletter for Chinese New Year- hopefully we will have a polished one to vote on if needed.

Deirdre sent out the final draft to the BOD prior to our meeting and asked for feedback. Scott loved it! Christina suggested that we welcome our new board members by name. Deirdre was trying to work with the template, but the font might be hard to change in order for that to fit. Charles likes the length of it. It will go out in an email format. Deirdre will try and put it in the body of the email rather than as an attachment. The goal is to have this sent out by the Chinese New Year on 2/12/21. It was suggested by Deirdre that we could aim to create a newsletter every other month. Montana liked that idea. At our next meeting, we will discuss the next newsletter and see who would like to contribute. Deirdre asked for the BOD to look for good photos. Christina has many that could work well!

6) Update from Scott about OPR's changes to scope language.

Scott updated us on the proposed OPR deletion of one line in our educational requirements section. The amendment would be to strike the highlighted portion:

\* \* \* Acupuncture \* \* \*

Sec. \_\_\_\_\_. 26 V.S.A. chapter 75 is amended to read:

26 V.S.A. § 3406. EXAMINATION

(a) The Director shall examine applicants for licensure and may use a standardized national examination. The examination shall include the following subjects:

- (1) Anatomy and physiology.
- (2) Acupuncture pathology.

- (3) Acupuncture diagnosis.
- (4) Hygiene, sanitation, and sterilization techniques.
- (5) The principles, practices, and techniques of acupuncture.
- (6) Clean needle techniques.
- (7) Chinese herbology for those licensed after January 1, 2007 who intend to employ nonprescription remedies and herbal therapies.
- (b) The Director may adopt rules necessary to perform his or her duties under this section.

Our scope would remain intact, which includes the ability to “employ nutritional and herbal therapies.” This ultimately cleans up the statutes so that there is no confusion for applicants and employees at OPR about a perceived two-tiered system that no longer exists. This would remove any ambiguity.

**MOTION:** Scott made a motion to support this OPR amendment. Charles seconded. There was no discussion, and it was unanimously approved.

- 7) Christina follow-up updated bylaws to Diana for posting on the VTAA website.

Christina has the original bylaws presented at the annual meeting and will update them with the three approved changes from that meeting. Deirdre will forward her those items. Christina will address the bylaws update at the next Ethics, Conduct & Inclusion committee meeting. Once that document is assembled it can be sent to Beth to be posted on the members only section of our VTAA website.

- 8) Deirdre lobbyist signature to Necrason update.

Deirdre completed this. No further discussion needed.

- 9) Keep P.O. Box in Shelburne? (expires in March/April per Diana)

Our current mailing address is a P.O. Box in Shelburne. Montana spoke with Diana who mentioned it expires this spring. Considering that Montana lives in Burlington, she is happy to keep it in the same location. Charles generously offered to help because he lives in Charlotte. He could obtain the key from Diana and check on the P.O. Box monthly. Montana will email Diana and Charles about coordinating the hand-off.

- 10) Montana update on secretary position.

There are quite a few responsibilities in the secretary position and Montana would appreciate any help from the BOD to delegate specific tasks. Scott offered to take on the Secretary of State lobbyist registration and file the monthly reports as he is the liaison to Necrason. Montana will communicate with him to set up his own login to the website. Scott was also able to help with some membership emailing to call for renewals. Montana is almost finished with the membership roster and Google groups for 2021. It should be complete by 2/1/21 just in time for the Chinese New Year as stipulated in our BOD manual. Montana thanked everyone for their support!

11) Next BOD meeting notice and agenda sent to membership.

Deirdre would like to email the membership and BOD the agenda for our next meeting 7 days prior as well as share our Zoom link on the members only section of our website for easy access. All members present agreed.

There was no further new business.

Next VTAA BOD meeting is scheduled for Monday, March 1<sup>st</sup>, 2021 from 6:30-8:00 PM.

Meeting adjourned at 7:56 PM.

Respectfully submitted by Montana Burns, VTAA Secretary.