

VTAA BOD Meeting Minutes  
9/27/2021, 6:30-8 PM EST

Meeting called to order at 6:37 PM.

In attendance: Deirdre Kelley, Catherine Lumenello, Charles Murdock & Montana Burns

Presiding officer: Deirdre Kelley

Absent: Scott Moylan, April Brumson & Christina Ducharme

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

- 1) Approve meeting minutes from previous BOD meeting and post the meeting minutes to the membership.

**MOTION:** Catherine made a motion to approve the last BOD meeting minutes from 8/30/21. Deirdre seconded. There was no discussion, and 3 out of 4 members voted yes. Charles abstained from voting because they were absent at the last meeting. Three votes might not be enough for quorum (a majority vote equals 4 out of 7 BOD members). Montana will wait to review the minutes from 8/30 again at the next meeting if needed for approval and quorum.

- 2) Treasurer's report

April was unable to attend but emailed everyone prior to the meeting that since 8/30 we have spent \$1,000 for Necrason (our lobbyist), \$1250 for the website update (MacDragon), \$124 for our annual PO Box renewal, and \$264.39 for the annual meeting mailer that Montana paid for out of pocket and will be reimbursed by the VTAA. She sent itemized receipts for the postage, envelopes, labels, and printing.

- 3) Review BOD roles/ideas for balance

Montana emailed the BOD before the meeting regarding the imbalance between the officer and director roles within the board, especially the role of secretary. She identified some potential changes (shifting some membership duties e.g., managing the VTAA Gmail account, google groups and correspondence from the secretary to the VP) that could make the positions more equitable and perhaps these amendments could be included in the bylaw update during the annual meeting. That way the President is focused on communication, the VP-membership, the Secretary-meetings/minutes, and the Treasure-finances. Catherine asked if Montana could put those exact changes in writing and we can review it at our next board meeting and Montana agreed. Catherine also suggested adding roles for the Director positions which should be supportive to the group. Montana pointed out that Scott helping with the lobbyist filings, Charles helping the PO box, and Catherine helping with all the edits is a huge weight off the Secretary position as well.

- 4) Annual meeting prep (what is the structure/who is giving the committee updates, bylaws update overview, and BOD applications)

The announcement mailer was sent to all 204 active licensed acupuncturists in Vermont on September 22<sup>nd</sup> by Montana which met our 45-day notice requirement about the annual meeting. We included 1) a letter from the president 2) a meeting agenda 3) information about any BOD vacancies or nominations 4) information about our CEU offering and 5) member benefits and VTAA information.

Possible bylaws changes could include adding “/or” to “and” USPS so that it would read “and/or USPS.” This way it could be optional in the future to send mailers to the membership or send postcards instead of 4-page letters. The only other possible change would be the BOD roles update.

Deirdre has not heard from any of the committee members after sending her email calling for volunteers to speak at the annual meeting. Montana recommended having committee updates from the BOD facilitators as a default and if other members want to take on that role they can (e.g. Montana gives the fundraising update, Scott gives the legislative update, Deirdre gives the membership update, Charles gives the outreach update and Catherine gives the ethics update). These updates should be about 1-3 minutes long.

The two seats available for election are VP & Board Director. Two members have already submitted the biographies for the elections. Catherine intends to run again for her Director’s seat and Montana intends to run for Vice President. Montana will gather any other possible biographies provided by members interested in running for the BOD and share those with the board members at the next board meeting.

*After looking at the bylaws, those biographies need to be sent to the membership prior to the election. Perhaps that could happen with the proposed bylaw changes or meeting reminder with Zoom link. We can discuss this more at our next meeting.*

The next BOD meeting will be the last meeting we have as a group before November annual meeting on 11/6/21.

- 5) ASH/Cigna quick follow up

Brendan Kelly sent both Montana and Deirdre a quick email update about the ASH/Cigna situation. Deirdre will forward that discussion to Scott so that he has all the necessary information regarding the legislative committee update for the annual meeting. Essentially, he concluded that the grassroots effort might be more effective than anything coming from an organizational level. It protects us from liability and might have a better impact. This is a positive development and perhaps we can briefly speak to this during the legislative committee update from Scott.

- 6) PO Box check in with Charles

Our mailbox was set up for autorenewal (\$134/year) at the Shelburne Post Office. Charles updated us via email that he has been checking the box and there was nothing received other than spam. He will keep us posted if any membership dues or other important mail is received.

There was no further new business.

The next VTAA BOD meeting is scheduled for Monday, October 25<sup>th</sup> from 6:30-8pm.

Meeting adjourned at 7:40 PM.

Respectfully submitted by Montana Burns, VTAA Secretary.