



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

DATE: January 9, 2025
TIME: 6:30 – 8:30 pm
LOCATION: Zoom

Present: Debra Brear, Anne Davies, Simone Radman, Patricia Tamosetis

Regrets: Kerstin Kramer

Guest(s): N/A

1.

CALL TO ORDER

By Debra Brear at 6:32 pm

- Welcome
- Centering and Intent Deb Brear

2.

AGENDA

Approval of Agenda

MOVED BY Anne Davies

SECONDED BY Pat Tamosetis

THAT the agenda for January 9, 2025, be approved as circulated.

MOTION CARRIED.

3.

MINUTES

3.1

Approval of Minutes

MOVED BY Pat

SECONDED BY Anne

THAT the minutes of December 5, 2024, be approved as circulated.

MOTION CARRIED.

3.2

Action Items arising from the minutes of November 7 and December 5

ACTION: Kerstin to ask the TTAW for a copy of their power point presentation in Puslinch for review.

ACTION: The TTNO section of the (PDD) will be a dialogue about the benefits of membership in the TTNO; promoting TTNO membership and board/committee participation or other ways of supporting the TTNO. Complete.

ACTION: Deb and Patricia to review and standardize the current processes for membership upgrades of GM to RP and RP to RT for the office (i.e., who is responsible for what such as sending certificates, covering letters, money owed for upgrades).

ACTION: Debra will notify the office to send monthly membership reports to Anne's attention beginning the end of December. Complete.

ACTION: Debra and Patricia streamline the process for letting the office know who has completed the requirements for either a C&G approved courses or Continuing Education workshops. (data base change form)

ACTION: Kerstin will write up invitation to help the TTNO with short term tasks.

ACTION: Patricia to check with Nancy and Dale re tentative dates for 2025 PDD pilot January 18-19. January 18th confirmed.

ACTION: Debra will add revisions to the in *Touch* policy and procedures for board review in January/February.

4. **GUESTS/PRESENTATIONS** - N/A

5. **REPORTS**

5.1 Finance Report – No committee meeting in December.
 – Financials – Simone Radman
 Discussed and approved payment of
 -TTNC fees (\$3.00 per member 286 members)
 -Engine domain registration and website hosting \$460.00

5.2 Chair's Report – Debra Brear – report circulated
 – Scholarship Fund – no updates
 – Donations – report circulated
 – Office Manager's Report – report circulated
 – TTNC Updates – no meeting in December

5.3 Communications Chair – Kerstin (Absent)
 – Email provided in lieu of report
 Social media: Kerstin met with Summer Harnden. Summer is very enthusiastic about joining our team.

ACTION:

The Board welcomes Summer to her social media role for the TTNO. The Board supports and provides permission for her to create an Instagram account, a new Facebook (public) account and manage both and our Facebook page; create a series of posts for review by the board prior to launching them. Deb will provide Summer with the official TTNO graphic set (logo, fonts, colours, etc.) that she needs to move forward.

- Request from TTAW Task Group to provide approval/feedback for letter and registration form for this year's Therapeutic Touch Awareness Week (May 7-14)

ACTION:

Deb will send a note to the TTAW with the revisions needed to both the letter and the registration form. Information re the TTAW letter needs to be changed including suggestions for clarification of information-content and agreement of tenses. Confusion re costs on the registration form re who can attend and what cost?

Workshop is \$10 for TTNO/TTIA Members - \$15.00 for non-members. Is the TTIA to be included and what about other Canadian networks?

- 5.4 Practitioner Liaison Chair – Patricia Tamosetis
2025 Professional Development Day “Holding Space in Therapeutic Touch” was shared as a draft for review and approval.

ACTION:

The 2025 PDD pilot is scheduled for January 22nd – any revisions will be completed after that, and the final document will be shared and reviewed at February's meeting for approval.

- 5.5 Membership Chair – Anne Davies
– No specific updates this month – processing tasks of new role.
- 5.6 Past Chair - Vacant
- 5.6 Teacher Liaison Chair – Vacant

Approval of Committee Reports

MOVED BY Anne Davies

SECONDED BY Patricia Tamosetis

THAT the TTNO Board accept all 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 – deferred. until time is allotted to review the status.
- 6.2 PIPEDA – one form to meet multi-purposes of the TTNO - deferred.
- 6.3 Uses of TTNO email - deferred.
- 6.4 Discussion about a retired recognized practitioner (RP) category. Acknowledgment of RPs who are no longer RP (i.e., What activities and rights would that bring with it) - Ad hoc Committee to be established in the New Year (Anne Davies) - deferred.

7 **NEW BUSINESS** – N/A

