



The Therapeutic Touch Network of Ontario (TTNO)

BOARD OF DIRECTORS MEETING MINUTES

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

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

Regrets: N/A

Guest(s): N/A

1.		<u>CALL TO ORDER – 6:34 pm</u> – Welcome – Centering and Intent – Patricia did a centering meditation
2.		<u>AGENDA</u>
		Approval of Agenda MOVED BY Patricia Tamosetis SECONDED BY Kerstin Kramer THAT the agenda for February 6, 2025, be approved as amended. One addition – Postage Rates (under New Business) Motion carried.
3.		<u>MINUTES</u>
	3.1	Approval of Minutes MOVED BY Patricia Tamosetis SECONDED BY Anne Davies THAT the minutes of January 9, 2025 be approved as circulated. Motion carried.
	3.2	Action Items arising from previous minutes
		ACTION: Kerstin to ask the TTAW for a copy of their power point presentation in Puslinch for review. Kerstin asked, has not heard back yet so will ask again. Kerstin is now on their mailing list so she receives their reports and will share them with the board. IN PROGRESS 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). IN PROGRESS 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. IN PROGRESS

		<p>ACTION: Kerstin will write up invitation to help the TTNO with short term tasks. There was a note in Holding Space. Kerstin will write something bigger for the In Focus. IN PROGRESS</p> <p>ACTION: Deb will send a note to the TTAW Task Group with the revisions needed to both the letter and the registration form. DONE</p>
4.		<u>GUESTS/PRESENTATIONS</u> – no guest presentations this month.
5.		<u>REPORTS</u>
5.1		Financial Report – Simone Radman/Debra Brear
		<ul style="list-style-type: none"> Financials and Committee report attached – no questions for Simone. Financials are far behind this time last year. There are lots of renewals currently being processed which will help the finances. Currently projected deficit is -\$4625 – didn't make as much on annual conference (~\$8300 instead of anticipated \$10,000).
5.2		<p>Chair's Report – Debra Brear – Report attached – information without need for input.</p> <ul style="list-style-type: none"> Scholarship Fund – No updates Donations – No updates Office Manager's Report – No report TTNC Updates – Board Meeting Minutes attached for information
5.3		<p>Communications Chair – Kerstin</p> <ul style="list-style-type: none"> Report attached – the online renewal forms are really well-received and there have been an increased number of website visits. Our new volunteer is going to be a great asset. Land acknowledgement is a good inclusion and good to include in our meetings. ACTION: Kerstin is going to draft an appropriate land acknowledgement for us to use at the beginning of TTNO Board Mtgs to be discussed at next meeting.
5.4		<p>Practitioner Liaison Chair – Patricia Tamosetis</p> <ul style="list-style-type: none"> Report attached – Professional Development Day
		<p>MOVED BY Patricia Tamosetis SECONDED BY Anne Davies THAT the 2025 Professional Development Day, Holding Space in Therapeutic Touch, be approved as presented. Motion carried.</p>

5.5		Membership Chair – Anne Davies
		<ul style="list-style-type: none"> - Report attached – OK to send out a monthly membership note/update. Anne sent a message to Jim asking for a space for membership related comments. Gold stickers – in next note to membership, remind folks that they should put them on their certificates. General Members are not supposed to get the stickers – it is for Recognized Practitioners.
		<p>Discussion re: putting people's names and bios on the website – they need to sign a form giving permission for publication and they can check off “want referrals” on their renewal form. They need to provide a bio and PIPEDA.</p> <p>ACTION: Patricia will include the forms with the teacher package and instruct what they need to do.</p>
5.6		Past Chair – Vacant – no report
5.6		Teacher Liaison Chair – Vacant – no report
		<p>Zoom Mtg Thursday February 13th @2:30pm to complete the survey Deb will set up the zoom</p>
		<p>Approval of Committee Reports MOVED BY Anne Davies SECONDED BY Kerstin Kramer THAT the TTNO Board accept all Committee Reports. Motion carried.</p>
6		<u>BUSINESS ARISING FROM MINUTES</u>
6.1		Rollout of TTNO Agency Guidelines for Volunteer and Paid Services for Agencies and Agency Membership – Mary Jane Cowtan
6.2		PIPEDA – one form to meet multi-purposes of the TTNO - DEFERRED
6.3		Uses of TTNO email - DEFERRED
6.4		<p>Discussion about a retired recognized practitioner (RP) category. Ad Hoc Committee – for retired RP membership – 2 people have already expressed interest. Two board members plus 3 members from different categories to have a balance of ideas and dialogue the nuances of all aspects of the decision and possible outcomes – goes in next report, not on agenda.</p> <p>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 soon.</p>
7		<u>NEW BUSINESS</u>
7.1		Cindy Shaw – in charge of referrals but wants someone to look after Toronto. She was told to go ahead and find someone.

			ACTION: Kerstin to write an email to reiterate the Board's position to Cindy that she can include in her Branch Bites to be shared with members. We should ask to read her Branch Bits before it is sent out to the membership.
	7.2		Patricia referred to the Toronto meetings to discuss how TT fits into the range of services including massage, Shiatsu, Aromatherapy, Reiki, etc. – TT is listed as professional holistic services that are safe and protected. We do not need to be licensed and pay \$1000's for insurance. It would be good to meet and complete the survey together. Patricia is going to contact Hamish who was on the committee before for his input and suggestions.
	7.3		Postage Costs – stamps have increased by 25% which means that the fixed shipping and handling fees do not cover actual costs. Board members agreed that S&H of larger items should be increased to reflect actual costs. There may be cheaper ways to ship packages (chitchats.com) ACTION: Deb to discuss with Damjana for her input on how much to increase S&H. APPROVAL of increased shipping and handling costs MOVED BY Patricia Tamosetis SECONDED BY Anne Davies THAT the TTNO increase Shipping and Handling costs to reflect the increased costs of Canada Post postage rates. Motion carried.
8			<u>CORRESPONDENCE</u> – this item on the agenda but not addressed in mtg
	8.1		Email from Pat Hock 2024 11 24 - Proposal re the creation of a Project support team for the Board – Deferred to next meeting
9			<u>DATE OF NEXT MEETING</u>
			April 3 rd , 2025, 6:30-8:30 pm via ZOOM Patricia and Kerstin are not available on March 6 th , so no meeting in March. Any arising business will be discussed via email.
			MOVED BY Kerstin Kramer SECONDED BY Anne Davies (and Atticus) THAT we do now adjourn at 8:43 pm. Motion Carried.

Minutes prepared by Anne Davies.