



The Therapeutic Touch Network of Ontario (TTNO)

BOARD OF DIRECTORS MEETING MINUTES

DATE: June 5, 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. **CALL TO ORDER**

- Welcome
- call to order at 6:47 PM
- Centering and Intent by Pat Tamosetis

2. **AGENDA**

Approval of Agenda

MOVED BY Patricia Tamosetis

SECONDED BY Kerstin Kramer

THAT the agenda for June 5, 2025, be approved as circulated. Motion carried.

3. **MINUTES**

3.1 **Approval of Minutes**

MOVED BY Patricia Tamosetis

SECONDED BY Kerstin Kramer

THAT the minutes of May 8, 2025 be approved as circulated. Motion carried.

3.2 **Action Items arising from previous minutes**

1. Deb and Pat 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
2. Deb and Pat streamline the process for letting the office know who has completed the requirements for either a Curriculum and Guidelines approved courses or Continuing Education workshops. IN PROGRESS
3. 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 *InTouch*. IN PROGRESS
4. Kerstin to review communication policies and bring recommendations to next meeting. COMPLETED
5. Deb will properly format the policy and procedure document for

“Management of Facebook Page (Public)”. COMPLETED

6. Pat and Deb to arrange for a Teachers Chat to review changes required due to the first membership received. IN PROCESS

4. **GUESTS/PRESENTATIONS** – N/A

5. **REPORTS**

- 5.1 Financial Report – Simone Radman/Debra Brear
- Committee report and financials attached as well as Draft Budget for 2025-2026
 - Registration fee for 2025 Annual Conference

MOVED BY Kerstin Kramer

SECONDED BY Patricia Tamosetis

THAT the registration fee be \$195.00 for members and \$215.00 for non-members, including taxes. Motion carried.

- 5.2 Chair's Report – Debra Brear – Report attached
- Research articles for *inTouch* and email communication to membership re callout for proposals
 - Scholarship Fund – No updates
 - Donations - report attached
 - Office Manager – report attached for information only
 - TTNC Updates – Board Meeting Minutes attached for information
 - Age categories established by TTNC to be consistent across all Canadian networks
 - TTNC Teacher Education Session:

Saturday June 21, 2025 9:00 am – 11:30 am MDT
Title: Exploring TT as a Business
Presenters: Panel of new practitioners and, experienced TT practitioners and teachers;
Fee: \$20 CDN
- Recommend that the membership application for 2026 include the age categories as presented.
- There will be a links to the TTNC and the TTIA established on our Facebook page to encourage TTNO members to check their websites for upcoming Education events.
- Reviewed the 2026 conference application form, revisions were suggested. The form will be distributed with the changes.

- 5.3 Communications Chair – Kerstin Kramer
- Policy for Management of the TTNO Facebook Page (Public) was provided for review

MOVED BY Kerstin Kramer

SECONDED BY Patricia Tamosetis

THAT policy *COM-006 Management of the TTNO Facebook Page (Public)* be approved as amended. Motion carried.

ACTION: Board members are to review COM-005 policy and procedure for in*Touch* and submit any revisions to Debbie who will incorporate the changes and send out for review and finalization at the next meeting.

- Reviewed submissions for the Facebook page by Summer Harnden

ACTION: Kerstin will share the feedback with Summer and let her know she can post upcoming TTNO workshops.

- 5.4 Practitioner Liaison Chair – Patricia Tamosetis
- Report attached, no action required
- 5.5 Membership Chair – Anne Davies
- Updates on membership reported, no action required
- 5.6 Past Chair – Vacant
- 5.7 Teacher Liaison Chair – Vacant

Approval of Committee Reports

MOVED BY Patricia Tamosetis

SECONDED BY Kerstin Kramer

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 – schedule Teachers Chat to review changes. In process
- 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)

7.1 Website dialogue

8.1 Email from Patricia Hock 2024 11 24

- Proposal re the creation of a Project support team for the Board – Deferred.

MOVED BY Kerstin Kramer
SECONDED BY Patricia Tamosetis
THAT we do now adjourn at 8:33 pm. Motion carried.