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

DATE:	October 8, 2025
TIME:	1:30 – 3:30 pm
LOCATION:	Zoom

Present: Debra Brear, Anne Davies, Simone Radman, Patricia Tamosetis
Regrets: Kerstin Marschall
Guest(s): N/A

1. **CALL TO ORDER**

- Welcome call to order 1:33 AM
- Centering and Intent - Patricia

2. **AGENDA**

Approval of Agenda
MOVED BY Anne Davies
SECONDED BY Patricia Tamosetis
THAT the agenda for October 8, 2025, be approved as circulated. Motion carried.

3. **MINUTES**

3.1 **Approval of Minutes**
MOVED BY Patricia Tamosetis
SECONDED BY Anne Davies
THAT the minutes of September 4, 2025 be approved as circulated. Motion carried.

3.2 **Action Items arising from previous minutes**

1. 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*Touch*. IN PROGRESS

2. Patricia and Deb to arrange for a Teachers Chat to review changes required due to the first agency membership received.

3. 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. The policy will be forwarded Jim for review.

4. Kerstin will send a thank you letter to the TTAW committee.

4. **GUESTS/PRESENTATIONS** – N/A

5. REPORTS

5.1 Financial Report – Simone Radman/Debra Brear

- Committee report and financials were provided
- No financial statements this month
- There were no discrepancies in the financial reports, the difference was due to differing reporting timelines.

5.2 Chair's Report – Debra Brear

- AGM Annual Report – the consolidated report will be shared once all reports are received and reviewed. The revised Volunteer 2024-2025 is attached for a final review.

- Annual Conference: E-blast for Friday evening – Laura Pokoradi

MOVED BY Patricia Tamosetis
SECONDED BY Anne Davies
THAT an honorarium of $150.00 be paid to Laura Pokoradi. Motion carried.

- Call out letter and forms for nominations to the Board and Committees – will be sent out to members this week

- Insurance Renewal

MOVED BY Patricia Tamosetis
SECONDED BY Anne Davies
THAT the insurance renewal fee of $1,636.20 with Prolink be approved for the period of October 1, 2025 to October 1, 2026. Motion carried.

- Scholarship Fund – No updates
- Donations – information only
- Office Manager – information only

- TTNC Updates – minutes of September 23rd were shared for information. Recommendation from the TTNC is to ask all Canadian networks to consider gathering age-related information from their members: Categories are: Prior to 1946; 1946-1964;1965-1980; 1981–1996;1997–2012; 2013–current.

MOVED BY Anne Davies
SECONDED BY Patricia Tamosetis
THAT the TTNO agrees to include the age-related demographics in the 2025 membership application forms as optional. The categories include:

- Prior to 1946
- 1946 – 1964
- 1965 – 1980
- 1981 – 1996
- 1997 – 2012

- 2013 – present

Motion carried.

5.3 Communications Chair – Kerstin Marschall
- Annual Report for Consolidated AGM Report

5.4 Practitioner Liaison Chair – Patricia Tamosetis
- Annual Report for Consolidated AGM Report

5.5 Membership Chair – Anne Davies
- Annual Report for Consolidated AGM Report

5.6 Past Chair – Vacant

5.7 Teacher Liaison Chair – Vacant

Approval of Committee Reports
MOVED BY Patricia Tamosetis
SECONDED BY Anne Davies
THAT the TTNO Board accept all Committee Reports. Motion carried.

6 **<u>BUSINESS ARISING FROM MINUTES</u>**

6.1 Rollout of TTNO Agency Guidelines for Volunteer and Paid Services for Agencies and Agency Membership – schedule Teachers Chat to review changes.

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 **<u>NEW BUSINESS</u>**

7.1 Website dialogue

8 **<u>CORRESPONDENCE</u>**

8.1 Email from Pat Hock 2024 11 24
- Proposal re the creation of a Project support team for the Board – Deferred.

9 **<u>DATE OF NEXT MEETING</u>**

November 6, 2025 - 6:30-8:30 pm by Zoom

November 20, 2025 – Annual General Meeting - 7:00-8:00 pm by Zoom

MOVED BY Anne Davies
SECONDED BY Patricia Tamosetis
THAT we do now adjourn at 2:41pm. Motion carried.