



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

DATE: December 10, 2025
TIME: 6:30 – 8:30 pm
LOCATION: Zoom

Present: Debra Brear, Nancy Hall, Kerstin Marschall, Patricia Tamosetis

Regrets: Anne Davies, Simone Radman

Guest(s): N/A

1. **CALL TO ORDER**

- Welcome to Nancy Hall, Teacher Liaison Chair
Meeting called to order at 6:28
- Centering and Intent - Deb, Stillness and Centered

2. **AGENDA**

Approval of Agenda

MOVED BY Patricia Tamosetis

SECONDED BY Nancy Hall

THAT the agenda for December 10, 2025 be approved as circulated. Motion carried

5.1 **Financial Report** – Simone Radman/Debra Brear

- Financial reports include *Balance Sheet Current and Income Statement_ Current* as of October 31st. This shows us with a deficit of
- -25,547.67.
- The *Budget vs Actual_2026* includes some postings from November but not all – includes income from Conference and some membership renewals; bottom line reflects a deficit of -\$863.54 but the bottom line may change once all expenses have been posted.
- No Committee meeting held this month.

3. **MINUTES**

3.1 **Approval of Minutes**

MOVED BY Patricia Tamosetis

SECONDED BY Kerstin Marschall

THAT the minutes of November 6, 2025 be approved as circulated. Motion carried

3.2 **Action Items arising from previous minutes**

1. Schedule a Teachers Chat to review potential revisions to the agency membership package and/or other updates. Time frame – January 2026 (Nancy, Deb, Pat)

2. COM-004 and COM-005 policies and procedures were shared for review and feedback. Please forward any revisions to Debbie who will incorporate the changes and send out for next board meeting.

4. **GUESTS/PRESENTATIONS** – N/A

5. **REPORTS**

5.2 Chair's Report – Debra Brear

New Business:

1. Board and Committee Structure 2025-2026

MOVED BY: Nancy Hall

SECONDED BY: Patricia Tamosetis

THAT the Board of Directors and Committee Structure for 2025-2026 be approved as circulated. Motion carried

2. TTNO Signing Officers 2025-2026

MOVED BY: Kerstin Marschall

SECONDED BY: Patricia Tamosetis

THAT the signing officers for 2025-2026 be Shirley Boon, Debra Brear and Simone Radman. Motion carried

3. Board Meeting schedule for 2026 – draft schedule reviewed. Addition of Teachers Day 2026 for February 8, 2026, PDD 2026 Pilot for January 17, 2025. 2026 Annual Conference dates to be scheduled.

ACTION: Deb will ask Jim Metson to add a “Save the Date” for Teachers Day 2026 of February 8, 2026

4. Revised Bylaws from Annual General Meeting of November 20, 2025 provided for information only.

ACTION: They will not be posted on the website. Bylaws will be shared upon request.

5. Resource order forms have been revised and updated on the website to reflect postage increases necessary on specific items. Discussion re potential promotions. No decisions made at this time. Large inventory of license plate holders and the CD of

ACTION: Deb will follow-up with our webmaster and update Board members, if appropriate.

6. Regular Reports

- Scholarship Fund – No updates
- Donations – Winter in *Touch* report attached for information
- TTNC – minutes from November 25th meeting attached for information. No meeting in December, next meeting January 27th.

- 5.3 Membership Chair – Anne Davies
 - Report attached. No action required
- 5.4 Practitioner Liaison Chair – Patricia Tamosetis
 - Report attached. No action required.
- 5.5 Communications Chair – Kerstin Marschall
 - Report verbally presented
- 5.6 Teacher Liaison Chair – Nancy Hall
 - No report required this month
- 5.7 Mentorship Committee Report
 - in *Touch* article and Placemat for winter edition was shared for final review and feedback

MOVED BY Patricia Tamosetis

SECONDED BY Kerstin Marschall

THAT the Mentorship Committee Report and Strategy be approved as amended and shared with members through the winter edition of *in Touch*. Motion carried.

ACTION: Deb will provide the feedback from the Board to Terri Lacroix

- 5.7 Vice Chair - Vacant
- 5.8 Past Chair – Vacant
- 5.9 Professional Practice Chair - Vacant

Approval of Committee Reports

MOVED BY Kerstin Marschall

SECONDED BY Nancy Hall

THAT the TTNO Board accept all Committee Reports. Motion carried.

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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 - January 2026
- 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)

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NEW BUSINESS

7.1

Website dialogue:

1. Back-up:
 - daily or weekly; need data size to get estimate
 - what service level do we need - basic or full recovery?
 - various Canadian providers available

ACTION: Deb to contact Engines re website backup information. Who does it and cost and provide feedback to Kerstin.

2. Do we want to include international capacity for individuals to renew memberships/complete purchases online? No action at present; we will revisit in the future if need arises.

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CORRESPONDENCE

8.1

Email from Pat Hock 2024 11 24

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

8.2

Email expressing concerns about TT for Animal Workshops falling under the umbrella of the TTNO

ACTION:

1. Nancy Hall will contact MH to let her know of the concern and will address putting the upcoming workshops on hold.
2. Deb will contact YB to inform her that we are addressing the concern and to see if she has any contact information for the University of Guelph.

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DATE OF NEXT MEETINGFebruary 5th, 2026 - 7:00-8:00 pm by Zoom

Any priorities/concerns that arise in the interim period will be dealt with through email communications to the Board or Executive Committee.

MOVED BY Patricia Tamosetis

SECONDED BY Nancy Hall

THAT we do now adjourn at 7:59 pm.