



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

DATE: March 5, 2026  
TIME: 6:30 – 8:30 pm  
LOCATION: Zoom

Present: Debra Brear, Nancy Hall, Simone Radman, Patricia Tamosetis

Regrets: Anne Davies, Kerstin Marschall

Guest(s): N/A

1. **CALL TO ORDER**

- Welcome
- Meeting called to order at 6:38 pm.
- Centering and Intent Debra

2. **AGENDA**

**Approval of Agenda**

MOVED BY Nancy Hall

SECONDED BY Patricia Tamosetis

THAT the agenda for March 5, 2026, be approved as circulated. Motion carried.

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

- Committee report and financials provided
- In a good financial position at the moment but do need to get more membership renewals in. Our membership income needs to keep us going until the conference in the fall.

MOVED BY Patricia Tamosetis

SECONDED BY Nancy Hall

**THAT** if someone pays by e-transfer and requests a refund they will receive their refund minus the bank fee. If paying by Pay Pal and require a refund Pay Pal automatically deducts their fee. Motion Carried.

**ACTION:**

Debra will insert this motion into the appropriate TTNO financial policy.

Simone is willing to explain the financial documents to us. She suggested that we begin with the balance sheet and profit loss. This could be done in conjunction with a Board meeting.

3. **MINUTES**

3.1 **Approval of Minutes**

MOVED BY Nancy Hall

SECONDED BY Patricia Tamosetis

**THAT** the minutes of February 5, 2026 be approved as circulated.

Motion carried.

3.2 **Action Items arising from previous minutes**

1. Schedule a Teacher's Chat to review potential revisions to the agency membership package and/or other updates. Time frame March/April 2026 (Nancy, Deb, Pat). In process
2. COM-004 and COM-005 policies and procedures were shared for review and feedback. Deferred to April meeting.
3. Deb will contact Yvonne to inform her that we are addressing the concern and to see if she has any contact information for the University of Guelph. Deb connected with Practice Advisory Services, College of Veterinarians in Ontario (CVO) by email, explained request and forwarded a copy of the workshop - waiting on a response from them. Response received and there are no issues with the college. **Complete.**
4. Kerstin will do a write up for the Board's review to be sent out to all members and included in the spring issue of *inTouch*. **In process.**
5. Pat will write up the feedback questions for Diane May's presentation. **In process.**
6. Nancy will write up the feedback questions for the 2025 presentations. **In process.**
7. Deb will update the resource form and website with the updated information. **In process.**
8. Anne will prepare a reminder email and send to the office for distribution to all members as soon as possible. **Complete**
9. Phone call outs will be scheduled for March – Anne will connect with individuals to help. **In process.**
10. Need to set dates for 2027, begin process if an in-person conference is desired, particularly for venues – need to begin planning at least one year ahead.

4. **GUESTS/PRESENTATIONS** – N/A

## 5. REPORTS

- 5.2 Chair's Report – Debra Brear
- Reaching out to membership through spring edition of *in Touch* to fill positions of Treasurer and Officer and in *Touch* Editor
  - TTNC Updates
    - TT Teacher Education chats for 2026: Second Wednesday of the month from 7-8 pm EST
      - March 11 – Topic: Dialogue about Dr. Kerr's session; Future dates 2026
      - May 13 – Topic is to dialogue about the April 18 education session
      - June 10, September 9, November 11 – Topics to be determined.
    - TT Teacher Education Sessions
      - April 18, 2026, 11 am to 1:00 pm EST – Community Sessions for New Audiences
      - Future date: October; topics to be considered.
- TTNC is looking for a replacement of the chair of the CE Committee – Chery Ann is retiring effective November 2026. TTNC Board positions of president and secretary effective for fall of 2027. Ideal to have a president elect for November 2026 for mentoring with Betty Whitney
- Scholarship Fund – No updates
  - Donations – information only
  - Office Manager – information only

- 5.3 Communications Chair – Kerstin Marschall
- No report this month

- 5.4 Practitioner Liaison Chair – Patricia Tamosetis
- Report attached.

- 5.5 Membership Chair – Anne Davies
- Report attached

- 5.6 Teacher Liaison Chair – Nancy Hall
- Report attached

MOVED BY Nancy Hall

SECONDED BY Patricia Tamosetis

**THAT** the Board of Directors approve the revised Terms of Reference for the Teacher Liaison Committee as presented effective immediately.

Motion carried.

- 5.7 Mentorship Committee Report – Nancy Hall/Debra Brear
- Report attached

MOVED BY Patricia Tamosetis

SECONDED BY Nancy Hall

**THAT** the mentorship webpage be approved as presented. Motion carried.

- 5.9 Past Chair – Vacant

**Approval of Committee Reports**

MOVED BY Nancy Hall

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 – 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. NEW BUSINESS**

- 7.1 Website dialogue - Deferred
- 7.2 TTNO Website Back-up
- daily? weekly?
  - need data size to get estimate
  - what service level do we need - basic or full recovery?
  - various Canadian providers available
- 7.3 We have connected with the TTIA re being the presenter(s) for the TTNO conference. They are interested in presenting and are looking at a possible topic. A committee is needed to move forward.

**8. CORRESPONDENCE**

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

**9. DATE OF NEXT MEETING**

April 2, 2026 - 6:30-8:30 pm by Zoom

MOVED BY Patricia Tamosetis

SECONDED BY Nancy Hall

**THAT** we do now adjourn at 7:48 pm. Motion carried