**APPROVED**

**INARS Executive Meeting**

**June 10, 2015**

**8:00 pm-9:30 pm EDT**

Present: Georgena Eggleston, Bonnie Muller, Theresa Pettersen-Chu and Nan Shugart

Absent: None

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|  | **TOPIC** | **DISCUSSION** | **ACTIONS/****COMMENTS** | **RESPON-SIBILITY** | **TIME-****FRAME** |
| **1** | Finances | Georgena reports that the budget is good and strong! We made money on our conference this year.There are a few errors on the budget which Georgena will be correcting. Theresa suggests putting the losses in red and positive in black. Georgena will do. Georgena will re-send corrected budget to Executive Board before sending out to full Board and she will also send the Balance Sheet as of April 30th and the Treasurer’s Report. | Send corrected budget, Balance Sheet and Treasurer’s Report | Georgena | Before next Board meeting. |
| **2** | Newsletter | Repeat sending: ask Bonnie Tessler to check it out with Renee – to send it out three times due to overlooking an email. Such a valuable newsletter that we don’t want members to miss. Theresa suggests changing the email subject line each time such as “Just want to make sure you received this”. All in agreement. | Ask Bonnie Tessler to re-send newsletter two more times. | Bonnie | Asap |
| **3** | Brochure | All agree that the brochure is ready to go! Dan cannot guarantee exact color, but he will do what Bonnie asked to lighten it. Bonnie asked Kamela to look over newsletter but she said since Executive Committee had been with it so long, to just go with it. Bonnie addressed two brochure suggestions with her that she had. |  |  |  |
| **4**  | Marketing Committee Chair | Kamela sent Bonnie an email that she is considering the INARS Marketing Chair position. Kamela had two questions about the time commitment which Bonnie responded to. Bonnie is waiting for Kamela’s response to the position. Theresa received an email from Kamela that she is concerned about sharing her ideas and wonders if she can take INARS where she thinks it should go. Nan will follow up with a phone call. | Contact Kamela re: Marketing Chair position | Nan | asap |
| **5** | Massage Convention | Bonnie has talked with Theresa, Noel, Georgena and Renee. There will be an important Massage Convention next Spring in Pittsburg, PA with vendors, etc. Do we want to have a RSM booth? Joe and Noel have committed to 3 days already at a cost of $1800.00 to be a vendor. Will INARS share the expense? Bonnie suggests we take $ from our reserves and put it towards this investment. This puts us in partnership with RSTI and money that has been sitting and can move forward with this exposure. RSTI has ability now to give CEU’s to massage therapists. Bonnie will send an email out on this topic to the Board and ask Board to call and discuss with her prior to Board meeting if there are any questions. This support gives a message to RSTI that we are with you.  | Email Board about this item. | Bonnie | Asap |
| **6** | Website RFP’s | Georgena will meet with website person on Monday, discuss four questions with him, then give back to Bonnie. Deadline within a month to receive proposals.  |  |  |  |
| **7** | Membership Categories | The problem that exists is when someone chooses only CM, it excludes themselves from community networking. CM only. Concerned that they are cut off from communication. They do get the newsletter. Last year, we decided that since we are emailing the newsletter, then everyone would get newsletters. Members Gatherings are a benefit of Membership. We could opt to have a fee that they pay to attend Gatherings. Someone would have to keep track of that. Bonnie suggests we leave it alone for another year. Add something on the Membership Drive about enjoying the member benefits.CM Inactive – I can’t practice right now; can do this for up to two years. Then they need to decide if they will be “Non-practicing (pay no fees) or “Retired” (55 and older and not practicing) or Associate Members (stay connected even though not practicing) $75.00 for that category. Membership planning should start now. Bonnie will be talking with Mary about the ‘theme’ of our Annual Membership Drive.  | Talk with Mary about the membership theme | Bonnie | asap |
| **8** | Membership question | Member, Marlene Kennedy, has concerns about her Certification Maintenance. Her RSM grad credits have not been met (20 grad credits, 10 of which is in-person). She feels unsupported by INARS. Theresa as CM chair is always willing to work with a member on how to obtain their requirements. She has not attended an RSM conference in 3 years. Bonnie will discuss this with Mary (the history of what to do). Theresa will contact Marlene about CM options.  |  |  |  |
| **9** | Refresher Course survey | Plan to do a quick survey of people who are non-practicing in recent years. Theresa will pull list of people together. Invite them to do a survey to see if they would like a refresher course.  | Compile list for survey | Theresa | asap |
| **10** | RSM For Life | Theresa feels like we need to know whose property is the RSM For Life Manual. The manual introduction mentions that it is a ‘curriculum guide’. Could it be the Foundation that needs to decide its fate? It is the holder of the intellectual property. Judy and Elaine created and taught it. The problem is RSTI has stated that RSM For Life is theirs. If Janice believes it belongs to her and the people who created it, then Janice should be the one to speak to RSTI about it. INARS can support her and say it is a legitimate question to RSTI. This question remains alive and INARS feels it is not our domain to make the decision authority with a question like this. Property was created before RSTI. Is this for the Foundation to determine? Ilana sanctioned Judy and Elaine to create this. Bonnie will write up her statement, send email to Noel and tell her that this has come up again so Executive Board discussed this. Janice spells out some ownership issues that need to be addressed. INARS is supporting the problem-solving. Email Renee, then let Janice know what we have decided. We will not be bringing it to the INARS Board for further action but should report the exec. Committee’s process after saying at the last Bd meeting that Bonnie would discuss with Lori and Noel. This is important to the community. Proper process. Maybe by doing this process, there can be a compromise, something that satisfies everyone. By re-directing this, we are supporting Janice. |  |  |  |
| **11** | Silent Auction | Georgena will compile the list of auction items. Send to the Board on Wednesday, then vote on it at the Board meeting on 21st. Silent Auction with a way to buy and respond and overbid. Send an email out to the community to see what we have listed so far and get their feedback (?) | Email out to Board | Georgena | By this Wednesday |
| **12** | Next Meeting | Bonnie, Georgena and Nan will email each other to determine the date and time for the July Executive Board Meeting. | Send email to determine date/time | Bonnie, Georgena, Nan |  |