

AMTA Work Session
October 30, 2025
7:30-9:35 pm ET

Present: Angie Snell, Leslie Henry, Jen Sokira, Mia Krings, Chelsea Mabes, Megan McCausland, Lori Gooding, BriAnne Weaver, Nicole Bowen and Jeff Angell.

7:30 pm ET Check In/Call to Order Angie Snell

Motion: President Snell motioned to approve the agenda by consensus. Motion approved

Motion: Vice President Sokira motioned to approve the 9/25/25 minutes. Motion approved

7:45 pm ET Audit Report Update Leslie Henry

- **The 2024 Audit** is finalized, clean audit
 - language for website / Announcement
- **990 Process**
 - Arrow Bookkeeping is the bookkeeper for 6 of 7 regions of AMTA
 - Once signed, form goes for internal review, agreement from separate reviewers
 - The deadline for submission is **2/15**; daily fees after this
 - The financial bookkeeping is the responsibility of the Treasurer. Having more than one person looking at the exchange of money helps to protect the association and the Treasurer.

8:05 pm ET Workforce Survey Update Angela Snell

- Participation in the survey thus far has already surpassed the number of people who participated in the 2022 survey. The survey closes Nov. 12, 2025. AMTA will continue to share participation reminders on social media and automatic email messages, including former Music Therapists.

8:07 pm ET Elections/Vacancies Update Lori Gooding/Angie Snell

- The slate of candidates with their statements and background information was sent to the membership October 22, 2025.

- A video conversation was recently recorded hosted by Past President Gooding. The semi-structured interview will be shared the week of 11/03/25.
- Seeking to release the ballot a few weeks after the video is released.
- Assuring continuity with Treasurer position
 - Considered potential appointees from last Call for Volunteers survey, as well as others with Treasurer experience.
 - Discussed **Megan McCausland**, Masters in Public Administration, as the recommended appointee.

Motion: President Snell motioned to approve the appointment of Megan McCausland as Treasurer, effective upon a pending vacancy in the treasurer role. Motion approved.

8:09 pm ET The Music Man Grant Update Leslie, Lori, Angela

- AMTA met with The Music Man Foundation to discuss progress and timelines of the grant.
- The Music Man Foundation is pleased with AMTA's progress and supportive of adjustments regarding timelines and financial disbursements.
- The new website is now projected to be operational at the end of Quarter 1 of 2026.
- The new website will provide member access to the web-based Fiscal note software product to track legislation happening in member's state
- Prior customer relationship software has been discontinued, moved to new vendor that interfaces with new website and all its functions, including commerce
- Peter Bendoris and the Website Committee met with the website company.
- Money for CRM can be reappropriated to general operations if CRM money allocation is not used.
- Music Man Board provided extra \$20K considering extra challenge currently being faced

8:23 pm ET Assembly Updates Mia Krings

- Assembly Representatives and alternate assembly reps met a week ago to discuss emails from assembly members about upcoming elections and planning for the rest of the year.
- 12/2 meeting with new assembly for 2026-2027 term

- The current 2024-25 Assembly of Delegates will meet 12/10/25
 - The Board will bring forth a vote on membership dues
 - Assembly feedback on the CRTF recommendations is in progress. Once complete, their feedback will be forwarded to the Board to determine next steps.

8:27pm pm ET 2025 Honorary Life Award Process Nicole Bowen

- Discussed draft rubrics for nominations as a guide that allows flexibility for consideration for a range of types of people and forms of impactful lifetime service.
- Board members to add suggestions directly to the draft posted in the shared folder.

8:37 pm ET JMT Updates Angie Snell

- JMT has an expected vacancy for Co-Lead Editor, as Bylthe LaGasse plans to step down in 2026. President Snell has worked with AMTA journal business manager/consultant, Barb Else, to appoint a search committee co-chaired by Jennifer Geiger and Ed Roth. The committee is about to begin interviews.
- Barb Else has indicated she plans to step down as AMTA journal business manager. In recent years she has served in this role on a volunteer basis, to assure continuity. The Board discussed next steps for securing a business manager.

8:41pm ET Budget Planning Process and Staffing Goals Leslie Henry

- Budget planning for 2026 is in progress
 - Arrow Bookkeeping assists the Executive Committee, Treasurer, and ICOO to draft the 2025 budget based upon financial resources, projections, and association goals.
 - Before bringing the budget proposal to the Board, the Executive Committee consults with the Financial Advisory Committee, which is appointed by the President and chaired by the Treasurer.
- Finances are stable

Motion: Motion to move to executive session to discuss confidential personal content by Leslie Henry. Motion approved.

9:35 Return to regular session.

9:35 pm ET

Adjournment

Board Members