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# ATM Board Meeting

11/4/2021

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## Attendees

Paula Davis  
Cathy Rude  
Laurie Fremgen  
Kelly Baumgartner  
Nanci Stanley  
April Blackmore  
Janet Dirmeyer

Jasmin Kanevsky, David Carter-Plake, Sarah Slette on zoom

Guests: Bill Jack Davis and Natalie Wommack

Brielle Epstein Joins at 5:19pm via zoom, leaves at 5:41 pm, rejoins at 6:04pm

5:00pm Meeting began

6:25pm Meeting adjourned

Minutes approved 11/15/21

## New Business

1. Treasurer's report - A lot of cleaning up of the books needed to be done. This resulted in a loss of \$2600 in 2020. By the third quarter of 2021, we are up \$27,000. We are solid in all of our income and savings. We need to hire a CPA
  2. Travel Ban Proposal: We will reimburse Board Members who travel 300 miles or more from your home to an ATM function. Kelly Baumgartner Proposes. Cathy Rude seconds. All approve.
  3. Legislative Report - Discussion why we pulled our Bill. We need to get consumers organized.
  4. PO Box - Almost everything we receive via mail can be done online. The school is about to put all of this online. We will make a proposal at the next meeting regarding streamlining processes.
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5. Education Report - 18 applicants for the January start. Continue to work on the Social Media presence.
  - a. Claudine is retiring in January. Roxanne has resigned. Bill Jack has been hired to streamline the course.
  - b. Module Instructors are now handling the whole module, including teaching the module, grading and following the students progress through the module. Need an instructor for module 6.
  - c. Disc regarding making Jasmin the course coordinator or program director and paying her a nominal salary. She and Bill Jack will come up with a proposal.
  - d. TDLR - we have 30 days to give them notice about these changes.
  - e. Bill Jack is meeting with Claudine on tuesday. Wants to automate as much as possible in the course. Wants to create a series of videos on classes and promotion. He has a few people in the wings waiting to work on the MEAC accreditation application.
  - f. Policy Manual needs to be updated to show all these changes.
6. Conference - Next conference will be in Austin, May 2023. We need to hire someone to do MEAC CEs.
  - a. CTCNM wants to do a joint conference for the gathering in Nov 2022.
  - b. Send an email to membership to see if anyone wants to volunteer
7. Public comment
  - a. Natalie Wommack - Can we make CEs available outside the conference? Will put on the agenda for the next meeting

## Proposals via Email

### Proposals

10/21/21 - The EB proposes that we offer the position of Administrative Director of ATMMTP to Bill Jack Davis for 6 months with a performance review at the end of 6 months. The salary we will offer will be \$25,000 for 6 months with no travel reimbursement. Bill Jack will answer to the Education Chair and Paula will recuse herself on all votes regarding Bill Jack. Laurie Proposes. Cathy Seconds.

Yes - Sarah, Nanci, Kelly, Jasmin, Melinda, April, Brielle, Laurie, David, Janet, Cathy

## Executive Board Meeting Minutes

1. 8/11/21 - Paula, Cathy, Kelly, Laurie
  - a. Disc regarding Module 1 and 2
  - b. Disc regarding education budget, trying to sort out the confusion
  - c. Disc regarding payment structures for modules
2. 10/12/21 - Kelly, Paula, Laurie, Jasmine, Cathy
  - a. Discussed Roxanne's travel budget and reimbursement
  - b. Claudine is not coming to the conference
3. 10/20/21 - Jasmin, Laurie, Kelly, Paula and Cathy
  - a. Student in San Antonio says our course changes are really good and the course is better than ever.
  - b. Discussed Roxanne's letter of resignation
  - c. Discussed hiring Bill Jack