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# ATM Board Meeting

December 12, 2021

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## Attendees

Laurie Fremgen

Cathy Rude

Brielle Epstein

Kelly Baumgartner

Nanci Stanley

Paula Davis

Jasmin Kavenski

April Blackmore

Melinda Pond

Meeting begins 2:08pm

David Carter Plake joins at 2:31pm

Meeting adjourned 3:20pm

*Minutes Approved 2/6/2022*


## Agenda

1. 2022 Budget Presented and Discussed
    - a. Consider capping Education expenditures
    - b. Our budget is very tight for 2022
    - c. Legislative, we can usually spend about \$33,000
    - d. Education -
    - e. Conference seed money - \$2000 instead of \$500
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- f. Membership drive - needed to make the \$16,980 budgeted. Currently have 147 midwife members (45% of texas licensed midwife population)
    - i. Membership benefits - hive CEs we pay \$385/year. This year we had 12 users who took advantage of this benefit. We need to advertise this. People can't figure out how to get the code. TDLR free CEs
    - ii. We need to put up our own CEs
      - 1. Get our FHT course up and running
      - 2. Pharmacology course, breech, gbs,
      - 3. Do this on moodle
      - 4. ICAs available for purchase
  - g. Hiring a CPA and doing an Audit - who did our last audit? Consider adding this to the bylaws- every 4-5 years. This will make it easy to budget and save for.
  - h. Insurance for the Board - Kelly is negotiating with some insurance companies right now. Goal to have to done is dec 31
  - i. Kelly Baumgartner will stay as treasurer
2. Kelly Proposes that we accept the 2022 budgets as proposed. Paula seconds. All approve.
  3. Strategic Plan- have it finished by Feb 2022 meeting so that we can vote on it. Laurie will get with Brielle, Jasmin and Paula. Google doc is already started, Laurie will send the link to the board.
  4. Education report - discussion regarding the staffing needs of MTP. The needs of the school are changing and most likely won't need an enrollment coordinator. Discussion regarding hiring a curriculum coordinator

## Proposals via Email

1. 11/8/21 - Laurie proposes that we hire Ashley King to redesign the ATM website per her proposal. 9 approve.
2. 11/17/21 - Laurie proposes sending out the ATMMTP FAQ document. 9 Approve
3. 11/20/21 - Laurie Proposes we update the Policy Manual to include the phrase, "The Education Chair may act as Program Director of The Midwifery Training Program." 9 approve

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4. 11/23/21 Jasmin proposes that we give Bill Jack to go ahead to purchase Classter and Cognito. I propose that we use money from the money market account to get this started before the end of the year and the new budget for 2022. Then in the coming years we add a student fee per module to cover the cost of both Classter and Cognito. That student fee will be added to the 2022 budget. 11 approve.
  5. 12/4/21 Letter to TDLR regarding changes to program. Letter attached. 9 approve
  6. 12/6/21 Brielle proposes: I propose that we respond to the Enrollment Coordinator by saying that we will be reviewing the need for the position during the month of January, once the new systems are in place. Once we have reviewed the needs of the program, we will either offer a continued position based on those needs or give 4 weeks notice that the position will be ending. In this communication, we will add that we will need to her report directly to Bill Jack, to respect his directives as well as the Board's, and that we expect the Enrollment Coordinator to help foster an atmosphere of positivity. 10 approve