

**ND Board of Massage Therapy  
June 21, 2019  
Meeting Minutes  
NDBMT Office, 2900 E. Broadway Ave., Ste. 2, Bismarck, ND**

The meeting was called to order by Chair, Heidi Strain, at 9:30 AM.

***Present***

Chair – Heidi Strain; Gail Hovden; Jennifer Staska; Cathy Minard; Rebecca Forde.

Others: Nikki Owings.

***Minutes***

It was **moved and seconded** to accept the minutes from May 17, 2019. (Forde/Staska/unanimous) [Roll call: Hovden (y); Staska (y); Minard (y); Forde (y); Strain (y)]

***Treasurer's Report and Reimbursements***

Money Market Account:

Opening balance = \$80,406.14

Closing balance = \$80,427.73

Checking Account:

Opening balance = \$82,705.41

Closing balance = \$82,017.54

Total May reimbursements = \$285.97

It was **moved and seconded** to approve the treasurer's report and pay the May reimbursements including Minard's reimbursement. (Forde/Strain/unanimous) [Roll call: Hovden (y); Staska (y); Minard (y); Forde (y); Strain (y)]

***License Application Requirements***

The Board will continue with the process of requiring a copy of the licensure applicant's diploma before the license application is considered complete.

***Concerns About Spas***

Hovden reported she is receiving a lot of concerns regarding the oriental spas in town. The Board will ask legal counsel to draft a letter to these spas to remind them that it is illegal to practice massage therapy without a license.

***Other***

**Board Appointments** – Hovden's term ends 6/30/2019; she will not serve another term. Carrie Anderson of Finley, ND has been appointed to this position. Staska has be re-appointed for another term.

**Policy and Procedure Manual** – The Board will discuss the continuing education section at the July meeting as some language may be missing from the current manual.

**Board Member ID Cards** – The Board members will get new ID cards at the July meeting.

***Next Meeting Date***

July 26, 2019 at 9:30 AM, at the Board office.

***Adjournment***

The meeting was adjourned at 10:30 AM.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Date