

**ND Board of Massage Therapy
December 20, 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; Jennifer Staska; Cathy Minard; Rebecca Forde; Carrie Anderson.

Others: Nikki Owings, Board Office; Sandy DePountis, Legal Counsel.

Minutes

It was **moved and seconded** to accept the minutes from November 15, 2019. (Staska/Strain/unanimous) [Roll call: Staska (y); Minard (y); Forde (y); Anderson (y); Strain (y)]

Treasurer's Report and Reimbursements

Money Market Account:

Opening balance = \$80,540.17

Interest deposit = \$13.24

Closing balance = \$80,553.41

Checking Account:

Opening balance = \$59,943.44

Withdrawals = \$9,194.15

Credit = \$10,515.85

Closing balance = \$61,265.14

Total November plus Anderson's October reimbursements = \$1762.14

It was **moved and seconded** to approve the treasurer's report and pay the November plus Anderson's October reimbursements. (Forde/Minard/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

Budget

A two year budget, July 1, 2019 to June 30, 2021, was proposed. It was **moved and seconded** to accept the 2019-2021 budget. (Strain/Staska/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

Continuing Education Waiver Request

Nicole Cummings - It was **moved and seconded** to allow her to complete all 24 hours via on-line method for the current renewal period only.

(Staska/Anderson/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

It was **moved and seconded** to amend the previous motion to add a grace period

to complete these hours by May 1, 2020. (Strain/Forde/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

Ratification of Licenses

Shanna Blotske #19221 and Charlyn Crawford #19223 - It was **moved and seconded** the Board ratifies approval of the issuance of these licenses. (Forde/Anderson/unanimous) [Roll call: Anderson (y); Staska (y); Minard (y); Forde (y); Strain (y)]

Other

Expense Receipts– The Board discussed whether or not receipts are required to claim mileage, meal, and lodging expenses.

Inspection of Ani Massage in Minot– Minard will present to the Board at the January meeting.

Next Meeting Date

January 17,2020 at 9:30 AM CST; NDBMT Office, Bismarck, ND.

Adjournment

The meeting was adjourned at 10:00 AM.

Chair

Date

Vice Chair

Date