

**AGENDA**  
**NESRT Board Meeting**  
**December 2, 2009**

**Board Members Present: Connie Eddy, Maureen Booker, Bert Collyer, Gen Ornato, Kelly Waters, Peter LaValley, Helen Cloutier, Michael Meserve, Lisa Young, Heather Kelley Nora Uricchio, Patricia Webster**

Agenda Item	Outcome
<b>Board</b>	
<ul style="list-style-type: none"> <li>• <u>Secretary</u></li> <li>• <u>Kelly Waters</u></li> <li>• <u>Acceptance of Sept 16, 2009 Board Meeting Minutes</u></li> </ul>	<ul style="list-style-type: none"> <li>• Minutes from Sept 16, 2009 were accepted</li> <li>• All in agreement to remove the Treasurer's Report from the website</li> <li>• Joined committee on Tax Exempt</li> </ul>
<u>Treasurer Report</u> <u>Gen Ornato</u> <u>Current Balance</u> <u>Fall Conference Report</u> <u>Spring Conference</u> <u>Payment Plan</u>	<ul style="list-style-type: none"> <li>• As of Dec. 2, 2009 : \$21,109.73 in account</li> <li>• \$85 refund check was not cashed, Bert to contact the person.</li> <li>• Profits of Fall conference 81 Registered (4 or 5 onsite) ~\$400 on Raffle \$5160 Registration</li> </ul>
<u>Past-President</u> <u>Jackie Harder</u> <u>Call for Nominations for 2010 Board</u>  <u>Prof. Recogn. Award</u>	Election at Spring Business Meeting <ul style="list-style-type: none"> <li>• Feb. 1<sup>st</sup> close of Nominations</li> <li>• Up for nominations: Pres. Elect, Treasurer, Secretary, and State Reps</li> <li>• If 2 people are nominated for board position, members vote.</li> <li>• Feb. 1<sup>st</sup> close of nominations for Prof. Recogn. Award</li> <li>• Board decides on Prof. Recogn. Award if there are more than one.</li> <li>• Jackie to or Nora to organize</li> <li>• Mention Prof. Recogn. Award at the Fall Conf. and possibly change deadline to Jan 1st</li> </ul>
<u>President Elect</u> <u>Bert Collyer</u>	<ul style="list-style-type: none"> <li>• Joined Committee on Tax Exempt</li> <li>• Look into 2011 Sp. Conf. at Mass. Col. Pharm.</li> </ul>
<u>Vice President</u> Anna McKinzie <ul style="list-style-type: none"> <li>• Next Newsletter deadlines/dates</li> </ul>	<ul style="list-style-type: none"> <li>• News Letter Dates = 3x per year</li> <li>• 2010 / April, Aug, Dec.</li> <li>• Reps send all info in</li> <li>• Membership Renewal still in News Letter</li> <li>• Membership form – omit portion with check offs</li> </ul>

<b>State Reps</b>	
Connecticut Peter LaValley	<ul style="list-style-type: none"> <li>•</li> </ul>
Maine David Debartolo-Stone	David stepped down, Wait for Nominations
Massachusetts Denis Surette -MA State Tax Exemption  Massachusetts Helen Cloutier	<p>Needs more thought – Liability issues</p> <ul style="list-style-type: none"> <li>• Committee formed for tax exempt</li> <li>• Bert, Michael, and Kelly</li> </ul> <p>To be tax exempt</p> <ul style="list-style-type: none"> <li>• Can't pay students</li> <li>• Membership needs to be taxed</li> <li>• Other taxes will be applied</li> <li>• Need more than one person on doing treasury</li> </ul> <p>Needs for tax exempt</p> <ul style="list-style-type: none"> <li>• Use excess money for Ed. Purposes</li> <li>• Need an attorney</li> </ul> <p>The committee will present info at the next meeting</p> <p>Helen: Volunteered to make a basket for Sp. Conf.</p>
New Hampshire Michael Meserve Update on Non-Profits	<ul style="list-style-type: none"> <li>• Joined committee on Tax Exempt</li> <li>• Volunteered to make a basket for Sp. Conf.</li> <li>• Next meeting will present: Yahoo Website information and up keep.</li> </ul>
Rhode Island Lisa Young	<ul style="list-style-type: none"> <li>• Volunteered to make a basket for Sp. Conf.</li> </ul>
Vermont Heather Kelly	<ul style="list-style-type: none"> <li>• Volunteered to make a basket for Sp. Conf</li> </ul>

<b>Chairpersons</b>	
2010 Reg Review Nora Uricchio	<ul style="list-style-type: none"> <li>• Registry Review will be: June 28 – July 1, 2010</li> <li>• No Replacement for Kevin Reynolds (Treat. Plan.)</li> <li>• Any ideas on a replacement please contact Nora</li> <li>• Decision to keep the review at 4 Days in length</li> </ul>
2010 Scholarship Pat Webster Nomination Deadline	Advertisement went in Dec. issue of News Letter No applications yet Dec. 31 <sup>st</sup> deadline
Webmaster Paul Richards Date of Next Update  Removal of Treasurers Report from site	<ul style="list-style-type: none"> <li>• Dec. 18<sup>th</sup> Next update</li> <li>• Includes: Spring Conf. with pricing, Registration form, Removal of Treasurers Report, Add Fall Conf. Update with pictures.</li> </ul> Cost was discussed <ul style="list-style-type: none"> <li>• \$19.95 / month, and \$20/hr for updates</li> <li>• Look into the Board controlling the website</li> </ul>
Historian Sue O'Connell	<ul style="list-style-type: none"> <li>• ASRT Conference Records (kept ?? years)</li> <li>• Evaluation Forms</li> <li>• Membership Data</li> <li>• Registry Review Data</li> <li>• Meeting Minutes</li> <li>• Treasurer Reports</li> <li>• Past Conference Brochures/Sites</li> </ul>

<p><b>Spring 2010 Conference</b></p> <p><b>Connie Eddy</b> <b>Maureen Booker</b></p> <p><b>Rates for Students</b> <b>Board Members</b> <b>All Others</b></p> <p><b>Speakers</b></p> <p><b>All Costs = Meals</b> <b>Room Rentals</b> <b>Av Rentals</b> <b>Etc....</b></p> <p><b>Purchase Mailing Lists</b></p> <p><b>Advertising</b></p> <p><b># of Attendees to Break Even</b></p> <p><b>Vendors /Sponsors (Max # allowed + what we will charge them)</b></p> <p><b>Raffles</b></p>	<ul style="list-style-type: none"> <li>• 2 speakers still needed</li> <li>• Gen to email costs of Spring Conf. at Foxwoods</li> <li>• Cost of Conf. for Board Members is 50% if 3 out of 4 meetings were attended.</li> <li>• Keep rates the same for Spring Conf.</li> <li>• ARRT mailing list for Therapist and CMD needed, Michael to contact.</li> <li>• Postcards send out early January</li> <li>• Vendors – Maureen to contact after Website is updated, still \$200/day</li> <li>• 4 baskets for raffle, Cost \$50/basket, Volunteers: Helen, Heather, Michael, Lisa</li> <li>• Door Prize: Money envelopes</li> </ul>
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<b>Other business</b>	<ul style="list-style-type: none"> <li>• Pat presented Mass. College of Pharmacy approached her about hosting the 2011 Sp. Conf.</li> <li>• Bert and Pat: to contact and get information on: Speakers, Hotels, Conf. Room, Food.</li> </ul>
<b>Fall 2010 Conference</b>	<ul style="list-style-type: none"> <li>• Heather presented: Manchester, NH Volunteered to Host.</li> <li>• Good Locations</li> <li>• Dates? Oct. 16<sup>th</sup> or 20<sup>th</sup></li> <li>• Connie to contact</li> </ul>
<b>Next Meeting: March 10, 2010</b>	
<b>Dates for next years meetings: June 9, 2010, Sept. 15, 2010, Dec. 1, 2010, March 2, 2010</b>	