

# kneaded notes

SUMMER 2003

AMERICAN MASSAGE THERAPY ASSOCIATION INDIANA CHAPTER

VOLUME 11, ISSUE 3

## Let's get on the President

What is your comfort zone? Is it enjoying the sunshine and warm temperatures of summer? Why not step out of your comfort zone and begin impacting your life and the lives of others. It is a very liberating and empowering feeling to confront the fear of change in our lives and become stronger through the process. Your Chapter is preparing for the 26th Annual Chapter Convention September 19-21, 2003. Our educational opportunities come from two top quality presenters. Take some time for yourself. Empower yourself with knowledge. Improve you massage skills. Join us!

It also is time for the Chapter election of Officers. This will take place at the Annual Chapter Business Meeting on September 21. Positions that will be open for election are First Vice President, Third Vice President, Secretary and the 2004 National Delegates. These Board of Director positions are a two-year term of office, starting at the close of this Convention. Job

descriptions are listed on Page 18, so you can decide if this is an opportunity for you. Delegates serve for a one-year term, starting January 1.

Many members have skills other than massage that could impact our profession. Some members have the opinion in order to be a volunteer you need to be in the "clique." Let me be very clear, we have no clique. Those that have served as Chapter Officers, in most instances, do not even know each other.

Think about being on the cutting edge of our profession. Create an opportunity for you to experience personal and professional growth. You can make a difference by having a voice. Use the talents you have or lean new skills. You can work with other massage therapists in Indiana and all across the Country for the Chapter. Travel with the Board to national convention with most of your expenses paid for. For those members who cannot afford to attend chapter events on a regular bases you can get your education free while serving on the Board and many other incentives too.

These incentives come to you with the agreement that you will perform the job you are elected for to the best of your ability and help where you are needed. Think about taking that step into giving something back to the massage community while gaining the experience and growth of leadership. Fill out the resume form on Page 15 and the volunteer form on Page 17. Then send them to Arlene Loomis (her address is on the

## HELP WANTED

This year during the 26th Annual Convention, elections will be open to professional members for the following positions: First and Third Vice President, Secretary and Delegates. Positions open for students and associate members: strategic planning, parliamentarian, sunshine, government relations, nominations, products and marketing, historian, chaplain, public relations, special awards, sports and volunteer committee. Arlene is looking for two committee members to help with nominations. Fill out a resume and reap the extra benefits of AMTA.

**RESUME FORM ON PAGE 19**  
**VOLUNTEER FORM ON PAGE 17**

form) and attend the Sunday, September 21, morning, brunch meeting and participate in the election process. You can also find these forms on the Chapter website [www.amtainsiana.org](http://www.amtainsiana.org).

Speaking of volunteers, if you would rather take a little step with a smaller time commitment, you might want to work on a committee. The volunteer form on Page 17 has a brief job description of each committee. Fill it out and send it to Arlene Loomis. Each committee chair position is a one-year appointment by the Board. Put yourself in the loop of what is happening in the Chapter.

*(continued on Page 8)*

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## Sports

Open

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## Products & Marketing

Open

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## **About kneaded notes**

*kneaded notes* is published four times per year by the Indiana Chapter of the American Massage Therapy Association, a nonprofit professional massage therapy association. This publication welcomes and encourages contributions. All submissions must be typed or legibly printed and must include a legible signature, address and telephone number. Submissions may be edited for space and clarity.

AMTA-IN reserves the right to edit material where appropriate; accept or reject materials; and assumes no responsibility for errors, omissions, corrections or modifications in publications. Information, articles, endorsements and advertisements contained in *kneaded notes* do not necessarily reflect the opinions or beliefs of the AMTA-IN Board Members, newsletter editor, Chapter membership nor those of its parent organization, the American Massage Therapy Association.

The AMTA-IN does not necessarily endorse advertisers, their products, services or educational programs.

Advertisements must be camera ready and submitted with a check or money order made payable to AMTA-IN Chapter.

### Advertising Rates

Classified	\$ 10.00
Business Card	\$ 25.00
1/4 page (3.75" x 4.75")	\$ 40.00
1/2 page (7.5" x 4.75")	\$ 65.00
Full page (7.5" x 9.75")	\$ 100.00

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Submit contributions and advertisements to:

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[www.amtaindiana.org](http://www.amtaindiana.org)



# Upbeat as on meeting same vets

We are so very sorry for the cancellation of the June meeting. We needed a certain amount of members attending our meetings and that number had not been reached. We will try to have our family picnic meeting again, maybe in a different location. Please try to attend our educational opportunities and bring a friend.

**Chapter Volunteer Orientation report.** Margi Cangany-Lane and Barbara Lis attended the First Chapter Volunteer Orientation meeting held at the AMTA National office in Evanston, Illinois. We walked to the office from the hotel and visited with the staff. It was great to put voices and faces together. National has heard the Chapters' request for help with delivering a basic membership experience that will be the same across the United States. We will be implementing new changes that will make the Chapter better.

**Chapter Board Team Building report.** The Board will be meeting July 26 with a professional consultant to work with us on developing team-building skills so we can work better together.

Gary, Indiana, amendment to the massage parlor ordinance. Gail Tubbs, Joyce Tousana and Barbara Lis have been working to make changes to a Gary, Indiana ordinance so massage therapist could work in that community. We wrote an amendment to the pre-existing ordinance of "massage parlors" so massage therapists graduating from a 500-hour school could get a permit to work. It is a very lengthy process to get city government to listen and follow through with promises they make. Thanks Gail and Joyce. We will stay at it until the job gets done.

A grant was filed with AMTA National for help with the expense of our lobbyists. Kip Treece, Margi Cangany-Lane and Barbara Lis worked together to prepare the grant form. It was a huge effort that needed all of us to work together to fill it

out and send it in. We will be hearing, most likely in October, if we will receive any money. Thanks Margi and Kip. All summer long we are speaking with legislators explaining our bill and asking for support. If you have an opportunity to speak to your Senators or Representatives please do so. Talk to them about massage and ask them for their support. There are some suggestions on how to contact your legislators on the Chapter website, [www.amtaindiana.org](http://www.amtaindiana.org), under Government Relations.

I want to thank Dorinda Moreau for the time she put into the launching of our first Chapter website last year. She outdid

herself. I know she worked very hard and put many, many hours into that project. Dorinda has now turned that over to our new Web Master, member Mike Reynolds. Mike has been re-constructing the website so it can do lots of new things in the future. Phase One has been launched and it is fabulous! You will find most all of the information that you need about the Chapter on the website. If you have any suggestion, direct them to Mike. Thanks Mike for stepping up and volunteering! Dorinda will still remain the most talented and fantastic Newsletter Editor. She is the best with the Kneaded Notes.

- Submitted by Barb Lis

**FOR SALE**  
 Stationary Oakworks massage table with upgraded cushioning. Legs are adjustable. Excellent condition. Has face cradle and will throw in rolling stool covered in same green (stool was \$100 new). \$500 for set OBO. Call 317-845-2910.

**EMPLOYMENT**  
 Massage Therapists Needed immediately. Need to have a passion for doing chair massage. Contact Suzanne Avery Lee, 317-440-8388, Corporate Touch Professionals, Inc., 1717 W 86th St., #110, Indianapolis.

**WANTED**  
 YOUR CLASSIFIEDS HERE  
 Call 260-432-1163 or fax your ad to 260-436-4606. It's only \$15 to place your classified, and it will reach your target market of over 1,000 readers.

# AMTA Indiana 26th Annual Convention, September 19-21 in Lafayette

Are you ready? Summer will be winding down, and it's time to get back to business. We hear your groans! Make it less painful and start fall with a kick – great education, new and old friends, updated information and some fun!

We are having some wonderful education; all NCTMB approved with top-notch instructors. Chapter business will also be conducted with chapter elections, strategic plan, and law and legislation being addressed.

Arrive Thursday night, attend Strategic Planning and get a voucher for \$50 off chapter education. Friday brings a choice of Medical Massage- Lower Extremity, Pelvic and Leg with Ralph Stephens, or the Endocrine Glands and

Chakras, Balancing Mind, Body and Spirit with Linda Tumbarello. Visit with other therapist on Friday night, enjoying what the Lafayette area has to offer.

On Saturday, Linda's class will resume, and Ralph will teach Medical Massage- Lower Extremity Foot/Ankle/Leg and Knee. Saturday afternoon offers shopping with the vendors and chapter store. If you need Ethics for NCTMB recertification, we are offering it. Be sure to rest up for the evenings Awards Dinner and entertainment!

Sunday concludes convention with a busy business meeting (it really is worth getting out of bed for). Vote for officers, catch up on the latest news, then we'll feed you brunch! We have lots of ques-

tions on Law and Licensing, so come and eat, meet our lobbyist and be informed about this very important issue. After brunch the great education continues with Ralph teaching Medical Massage- Upper Extremity and Carpal Tunnel and a chance to become a MERT Responder with the Massage Emergency Response Team training.

Remember that you do not need to be an AMTA member to take advantage of this great local education. Call a therapist or old friend to share a room or ride. You'll be glad you came, your clients will be happy, and we will be delighted to see you!

[ *Jennie Irving*  
*Education Chair*

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## *Spa and Steam Therapy, Ayurvedic Treatments with Instructor Diana Makeg November 15-16 • Bloomington*

Head south this fall and learn something different! The chapter will be offering a workshop on spa techniques and ayurvedic treatments. This will add an extra dimension to anyone's practice and promises to be great fun as well. Some of the instruction uses a full table top steam canopy (which will be available at a discount) but you do not have to use or own one to benefit from this workshop. Participants will learn about Steam and Aromatherapy, Salt Glow Exfoliation Treatments, Mud and Nourishing Skin hydration.

On Sunday, we will address

Ayurvedic Treatments (a first for our chapter) from a very well informed instructor. Diana previously owned and operated an Ayurvedic Day Spa and wellness Center where Deepak Chopra was a regular presenter. She is a graduate of Maharishi International University. Diana is NCTMB approved for contact hours. Check out Diana's website at [www.spasolutionsinc.com](http://www.spasolutionsinc.com).

Don't miss this opportunity! Class details and cost have not yet been finalized, but we'll make it as affordable as possible. If you can't wait for the next newsletter, keep an eye on the chapter

website for complete registration information. The workshop will be held at the University Plaza Hotel (formally the Holiday Inn) in Bloomington. The sleeping rooms are \$79.95 a night. Call 812-334-3252 and make reservations in the AMTA block. We hope to see you in November!

*"If you think  
education is expensive,  
try ignorance."*

# Committee Chair Reports

## First Vice President

I attended the AMTA National Board of Directors meeting May 17, 2003 at Jackson Hole, Wyoming which was part of the Mind, Body and Spirit Retreat. Once there, the printed agenda sheet was changed and things that were to be discussed were deleted. The things that were discussed were about Bylaw notifications, proposal 1 & 2, Article VI & VII. One of the discussion items covered some of the monies that National has in reserve but before this part of meeting was over \$16,700.00 got spent. An Action Item was to rename the Commission on Nominations, to Commission on Candidacy. The change of method of electing the new Commission of Candidacy, vote failed. This means it stays as an elected item, elected by the membership rather than appointed by the NBOD. After the meeting we decided

(Chapter President and myself) to stay on our own funds to do some sightseeing. Since we have never been in this part of our great USA. I urge you members that have never been to Yellowstone National Forrest and Park to take your family to one of the most beautiful places in our vast resources of the United States. At one point I went chasing after a Grizzly bear to get a picture of him. The amount of film that I shot is equal to 400 screen savers. Some of the other chapter presidents that traveled with us also had a great time as we went on a Wild Life Excursion, White Water Rafting and then it had to come to an end after seeing Old Faithful and the Mathmouth Mountain top of Yellowstone in Montana. After some souvenir shopping, it was back to the Jackson Hole airport for our journey home. Like I said if any of you members ever get the chance to plan on a vacation, I highly recom-

mend Yellowstone for sightseeing.

On another note, when asking for volunteers to join the Board this is just one of the incentives that is part of being a board member. What you put in, you get back. Not only education but your travel expenses are also part of what you get back. We would like more volunteers for positions on the board or for people to get your feet wet with donating time to chair something and then work your way up from there. With the present Board Members that this Chapter has to help guide you, the accomplishments are for the benefit of the members. With 956 members we should have a really active chapter instead of the seven active BOD. Out of 22 chairs available, 15 are filled. That leaves seven openings and yet more then that if some of the BOD weren't working so hard.

*(continued on Page 6)*

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## Education Corner

Hello fellow therapists! I hope you are all enjoying your summer. I'm happy to see the sunshine at last! There's lots of upcoming activity for the Chapter this fall and we hope you can come out and take advantage of it!

Our 26th annual convention is September 19-21 in Lafayette, IN. There is an assortment of education and activities available, as well as vendors and great company. The wonderful Ralph Stephens will be teaching several Medical Massage courses and we have Linda Tumbarello instructing a class on the Endocrine System and the Chakras. Ethics will be offered (a must for NCTMB recertification) and you can also get in your MERT Responder training. A very busy and informative three days! You can

get a voucher for \$50 off education if you are a Professional AMTA member and attend the Thursday night Strategic Plan meeting. Convention is always a great time. Mark your calendar and grab a friend to share a room/ride (remember you do not have to be an AMTA member to attend convention). We hope to see you there.

The last Chapter meeting of the year will be in Bloomington at the University Inn (formally the Holiday Inn). We are offering something very different for us. Diana Makeg and her instructors from Spa Solutions will be teaching Spa Massage. This will include aromatherapy and body treatments. Diana will be a vendor at convention, so you'll have a chance to meet her and get more infor-

mation on this expanding field. Even if you are not interested in working in a spa setting, many of these practices can be incorporated into your business.

I know it's early to be thinking about 2004, but it will be upon us before we know it! Open House this year will be Brain Gym a series of activities/practices that expand the mind and help to greater improve the nervous system. We will also be offering a 12 CEU course on Therapeutic Touch. Lots of happenings!

Please let me know if you have a great educational idea, or a wonderful meeting place. I'm always looking for both.

[ *Jennie Irving*  
*Education Chair*

# Committee Chair Reports

*(continued from Page 5)*

This newsletter will explain the open positions and chairs. There has to be people to match backgrounds, so do your part and BE PART OF YOUR PROFESSION.

[ Dale Huston

*First Vice President*

## **Third Vice President**

Dear Membership, and I do mean dear. For without everyone's membership, we would not be an organization. And we can take pride in our organization, we are the only group actively pushing for licensure which will insure a certain standard of training and consistency that the public can be confident with.

As membership chair, I would like to encourage all of you to get a little bit more

involved in our chapter. Participate in educational events, write letters/make calls to your representatives (they do make a difference), volunteer to help out on various committees or at gatherings in your area. If we all do just a little bit it won't be overwhelming for just a few members.

Our membership continues to grow, we are now at 956 and counting. There are 288 Associates, 492 Professionals, 43 Inactive Professionals, 2 Retired Professionals, 117 Students and 14 Schools. Continue to refer your organization, the AMTA, to other professional massage therapists. Have a great year – and pray for peace in our world!

[ Joe Sidell

*Third Vice President / Membership*

## **Products and Marketing**

Since I have had no one to volunteer to help in this area, I will be selling only what we have on-hand without ordering anything else. I would really like someone to step-up-to-the-plate and take over this committee. I would happy to mentor someone to take over this position. If you're interested, please let me know.

[ Dale Huston

*First Vice President*

## **Treasurer**

I want to report that all Financial Year-End reports due to the National Office May 31, 2003 where completed and delivered on time. The future due dates for these reports have been changed to April 30. For your information, the fiscal year for our associations starts March 1 and ends February 28 each year.

I worked with Barbara Lis and Kip Treece to prepare and submit the Application for Grant Monies to fund our Law and Legislation efforts. I learned how much work goes into the application process and have a greater appreciation for all those who have gone before me doing this work. The job is done, so now we have to wait and see what funds are granted.

I attended the AMTA 2003 Chapter Volunteer Orientation Program in Evanston, Illinois, July 10 through 13, 2003. I am pleased to report that the program met my expectations, and I would even say they where exceeded. Topics included Financial Obligations, Volunteer Development, Legal Obligations and Association Basics. I can fulfill my duties as Treasurer more

# Government Relations

The Law and Legislation Committee wants you! If you have an interest in determining the future of your career as a massage therapist, you need to attend our Law and Legislation session at the Convention. If you feel a need to contribute to the Chapter, but you don't know how, please attend and give us an hour or two of your time. It will be well worth it if you want to give back to your profession. If you can only attend one session during our convention, let it be this one.

We need to have as many massage therapists, from all over the state, attend our special Law and Legislation session on Sunday, September 21. We want to hear from our membership and find individuals around the state who

will be advocates for licensure. If you are willing to take a leadership role within your community, attend our session and volunteer your time.

The lobbyists who have worked for the Indiana AMTA Chapter for the last three years will be joining us in our discussions. They will be available to hear your concerns and field your questions. They will give us their perspective on why Indiana can't pass legislation for licensure. There are now 34 states that do regulate our profession with Kentucky, Illinois and Arizona having passed legislation this year.

Please attend the Sunday, September 21, Law and Legislation session and make a difference.

[ Kip Treece

*Government Relations*

# Committee Chair Reports

effectively and efficiently with the knowledge and resources shared. I had the opportunity to talk with other AMTA volunteers from all over the country and hear what works for them. I feel encouraged and motivated.

The Volunteer Development tools I learned I will put into action right now. First, I am looking for anyone interested in being mentored into the Treasurer position. The treasurer position comes available in September, 2004. I learned from the workshop to start that mentoring process now to avoid overwhelming myself and my successor. Second, how about helping with registration at the upcoming Convention? This second choice would be a one-time commitment. Your job will be clearly defined, with a start and a finish. Interested in helping? Interested in helping to make our convention the best ever? Email me at margi89@aol.com or call me, 317-352-1799. Your association needs your participation!

[ *Margi Cangany-Lane*  
*Treasurer*

## Sports

I would like to thank the members of the AMTA who took the time out of their busy schedule to work the 24th annual Muncie Endurathon, an Iron Man Qualifier event. There were 1,200 participants registered for the event and 188 participants wanted massages. Our group of qualified therapist worked steadily to fulfill their massage needs. This event is not only a time to make a little extra spending cash, but a time to join as a group to network and make new friends. I am looking forward to seeing each of you back again next year. A special

“Thank You” goes out to Biotone Professional Massage Product Company for the donated creams and oils. The products are very much appreciated by the therapists.

The following names are the massage therapist and volunteers that helped to make this a successful event: Kris Engelmann, Eli Hartman, Lynne Florek, Rosie Bermudez, Ellie Fight, Dale Stillman, Kelley Oler, Kimm Porter, Bernice Voss, Samie McBride, Prue Krause, Nancy Johnson, Sindy Moore, Jennie Irving, Rodney Phillips, Katie Eccles, Raychelle Oler, Amber Fagan and LuAnn Williams.

[ *LuAnn Williams*  
*2003 Muncie Endurathon Coordinator,*  
*Immediate Past President*

## MERT Report

The Chapter will be offering a chance for you, as a member of the AMTA Indiana Chapter, to become a volunteer member of the Massage Emergency Response Team (MERT). AMTA MERT offers emergency management agencies and rescue workers the expertise of highly qualified, professionally trained massage therapists during a disaster or emergency incident.

Before that can happen you must first be specially trained. Through a responder training class you will learn how AMTA MERT operates, the standards that need to be followed, the goals and responsibilities of becoming a member, and developing policies and procedures that will allow us to respond to a crisis.

We all have a humanitarian instinct to reach out and help in time of crisis and without the proper training you cannot do that. Some food for thought is to please join us at our training on Sunday,

**Meeting Minutes... There are no business or board meeting minutes for this quarter, due to the cancellation of the June meeting.**

September 21, 2003, at the AMTA Indiana 26th Annual State Convention. Be prepared to respond with the team, if that crisis ever happens in Indiana. Let your passion be fulfilled when the need comes up. Sign-up today before you forget and then it's too late. The annual fee for membership in MERT is \$25. CPR and first aid are no longer a requirement to join. The cost of the responder class is \$85 which includes materials. Fill out the registration form on Page 15.

Help me by volunteering to have a state team ready to respond when we would be requested for a disaster in Indiana. Looking forward to building a great team. Thanking you for your help in advance.

[ *Dale Huston*  
*MERT Chair*

## Massage Awareness Week

Thanks goes out to Vickie Strickler-Brubaker who volunteered at the March 2003 meeting to chair this event. I'm hoping that we get more school involvement next time, and I will continue to work on that. Vickie started this event years ago, so lets help her materialize her dream of filling the Rotunda with 40 therapists per day. It is always a lot of fun, just ask some of the people who have been there. No exact dates are set, but we'll be setting it up for the beginning of 2004. Check your newsletter and website for exact dates. Thanks Vickie for stepping up to take some of the load from me as your help is greatly appreciated.

[ *Dale Huston*  
*MAW Chair*

# Misuse of AMTA list requires legal action

The AMTA National Office would like you to know that a website called [massagebuddies.com](http://massagebuddies.com) recently copied listings from the online version of AMTA's "Find a Massage Therapist" national locator service and posted them on their site. They then altered the listings to insert names of people who implied that they also give sexual massage.

Through our attorney, we were able to stop their illegal use of information from our website and any implication of AMTA or its members being associated with the site. If you receive or have received any telephone calls recently from people who think your practice is

connected with this service, the actions of [massagebuddies.com](http://massagebuddies.com) may be why.

AMTA will continue to make every effort to protect the privacy and professionalism of members. We also will

continue to monitor this site to ensure that its owners don't attempt to legitimize their misuse of massage therapy by implying connections to AMTA.

## President's Letter

*(continued from Page 1)*

Join the effort to make this a better State to work in. All committees need your help. Please consider it.

If you have any questions please feel free to call or email me. I enjoy talking to members and helping out where I can. I work for you - Barbara Lis, 219-696-0672, [lis@netnitco.net](mailto:lis@netnitco.net)

[ Barbara Lis

*AMTA Indiana Chapter President*

### What's up for 2003

**Sept. 19-21** - Elections and Convention, Lafayette, Indiana

**Oct. 19-25** - National Massage Awareness Week, "Relieve Pain with Massage"

**Oct. 22-26** - National Convention held in Virginia

**Nov. 8-9** - Educational meeting, Bloomington, Indiana

Check out [www.amtamassage.org](http://www.amtamassage.org) for additional information regarding the Convention.

## Strategic Plan Strategies

The strategic planning process of the past year resulted in the chapter focusing on four goals which were presented and approved at the business meeting in November and published in the winter issue of *Kneaded Notes*. These four objectives and the general goals associated with them are reprinted below.

The next step in the process is to transform these broad goals into specific, measurable outcomes. (One possible example is included below.) We will take up this task at the onset of our fall meeting and convention in Lafayette. The Strategic Planning meeting will take place on Thursday evening, September 18. To encourage you to come to the convention early and take part in the planning, professional members can earn a \$50 Chapter Education voucher for participating in this important chapter work.

### I) Indiana passes massage therapy legislation in 2003

- A) Execute a rally
- B) Conduct Indiana Massage Awareness Week
- C) Manage relationship with lobbyists
- D) Communicate with members and legislators
- E) Build public support
- F) Utilize Media and Public Relations

1) (Example of measurable goal) PR Committee gets two articles published in major newspapers by December of 2003. (This tells who does what by when, and when reviewing the plan next year it can be answered, "Yes", or "No" as to whether this indeed happened.)

### II) Develop an ongoing strategic conversation with our members and stakeholders.

- A) Survey members
- B) Carry through with E-mail Tree
- C) Generate pre-session inquiries for all/most group activities

### III) Promote Membership Recognition

- A) Acknowledge new members and renewals
- B) Acknowledge 1st time attendees
- C) Recognize/reward volunteers
- D) Provide perks for participation in chapter activities

### IV) Create and Nurture member communities

- A) Foster regional activities
- B) Support self-organized affinity groups

# Why Volunteer for the AMTA Indiana Chapter?



The reasons are:

- Opportunities for personal and professional growth.
- Opportunities for self-fulfillment.
- Feeling of accomplishment.
- Opportunities to influence the profession.
- Your voice can make a difference - we welcome input.
- Opportunities to travel and meet other massage therapists all over the state and country.
- Learn new skills.
- We invite you to share your talents.
- Be in a safe environment to try something new.
- Stay informed.

Are these barriers holding you back from volunteering? Time commitments, fear of not knowing what to do, and not having money to attend Chapter or National meetings.

There are remedies for all of those things. Take bite-size time commitments. Pick something you like to do so you don't set yourself up to fail. Give yourself permission to make a mistake. Ask for help. You can always do a better job than no one. We support a positive experience. Your registration, meals and travel expenses are paid for while attending meetings as a Chapter Officer. Committee Chairs receive discounts on products. Just do it!

*\*87% of AMTA volunteers agree or strongly agree with the statement: "My volunteer experience has helped me develop skills I can use in my personal life."*

*\*88% of AMTA volunteers agree or strongly agree with the statement: "My volunteer experience has helped me develop skills I can use in my professional life."*

Fill out the volunteer form on Page 17 and send it to Arlene Loomis, 7621 Linden Ave., Hammond, IN 46324, 219-845-2099.

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## New Look for Chapter Web Site

Mike Reynolds is our new Web Master for the AMTA Indiana Chapter web site, [www.amtaindiana.org](http://www.amtaindiana.org). Although some things have stayed the same, he has given the site a new and refreshing update. Get current information on educational meetings, legislative issues and MERT. The site offers press releases that you can use to promote your business. One of the most exciting



changes will be that members can register on-line. It will be a secure site and you'll be able to sign-up for educational meetings at the touch of a button. You should have no more excuses for not making it to the meetings! This feature will be available for the November meeting. Check out the site and if you have any suggestions or comments, contact Mike at [michael@spinweb.net](mailto:michael@spinweb.net) or 765-284-0910.



# “The Endocrine Glands and the Chakras- Balancing Body, Mind and Spirit”

Linda Tumbarello, instructor

12 contact hours

AMTA and NCTMB Approved Category A Hours

September 19 & 20, 2003

**Introduction:** This course is intended to give you an inner experience of your endocrine system and the chakras, and to teach you skills that can be applied to both your massage and bodywork practice as well as your own self-care. This class will explore the endocrine systems and their relationship connections to our energy field, the Chakras. It is an opportunity to enjoy a nourishing and enriching experience while gaining skills to enhance your practice.

**Instructor:** Linda Tumbarello is a Certified Body-Mind Centering® Teacher and Practitioner as well as a Licensed Mental Health Counselor. She is a pioneer in the Body-Mind field, having begun her studies in 1970. She has been in private practice and on the faculty of the School for Body-Mind Centering Practitioner Training Program since 1977. Body-Mind Centering is a comprehensive educational and therapeutic approach to health, healing and transformation. Based on the anatomy and physiology and inner experience of all body systems, and the developmental process, Body-Mind Centering explores the relationship between the body, the mind, movement and touch. Linda has developed and taught continuing education on advanced hands-on and movement skills, experiential anatomy, and the psychological aspects of bodywork. She has developed trainings on Healing from Physical and Emotional Trauma, and Counseling Skills for Bodyworkers. Linda works with clients of all ages on physical, emotional, energetic and developmental issues. Linda is currently completing training to become an Infant Developmental Movement Educator.

**Learning Objectives:** Using movement, hands-on work, sound and visualization we will explore the Endocrine Glands and their relationship to the Chakras.

1. Review the function of the glands as they relate to hormones that physically and energetically support our bodies.
2. Experience and work with touch to use the endocrine glands to physically and energetically support our limbs.
3. Understand the Chakras as the energy centers that relate to distinct physical, emotional, and spiritual qualities.
4. Learn how each Chakra corresponds directly to an endocrine gland(s).
5. Perform movements that strengthen our system, and the connections between the two systems.

**Method of Learning:** Class size is limited to 40 people, so register early. We will be using hands-on, experimental anatomy movement, lecture and handouts. Two small soft balls will be included in your fee. Dress comfortably; bring a massage table (two people per table), linens and lotion.

**Learning Outcome:** You will leave with an experience and understanding of the Chakras and Endocrine System.

1. You will be able to access the Endocrine and Chakra system to bring balance, support and connectedness to the system.
2. Utilize movements for self-care.
3. Enhance your practice with exercises to aid your clients' health and sense of well being.
4. Be able to apply these practices to bodywork, movement, and meditation practices.

# **Ethics Class - “Issues in Working with Survivors of Abuse and Trauma”**

**Linda Tumbarello, instructor**

**2 contact hours**

**AMTA and NCTMB Approved Category A Hours**

**Saturday, September 20th, 4 p.m.**

**Course Description:** Many practitioners find that they need more skills and information when working with clients with a history of abuse or trauma. This workshop will provide participants with an opportunity to learn about issues that may arise and how to respond effectively.

**Method of Learning:** We will be using hands-on practice, lecture and discussion, and handouts.

**Learning Objectives and Outcomes:** Participants will learn about creating a safe environment for clients by giving clear information and guidelines, and checking in with the client during the session.

1. Learn to support clients in giving feedback and asking for what they need.
2. Learn to recognize signs that a client may be having a traumatic response during a session.
3. Learn information about the effects of trauma from single traumatic events (accidents, surgeries, assaults) and long term abuse.

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## **“Medical Massage - Lumbar/Pelvic Region”**

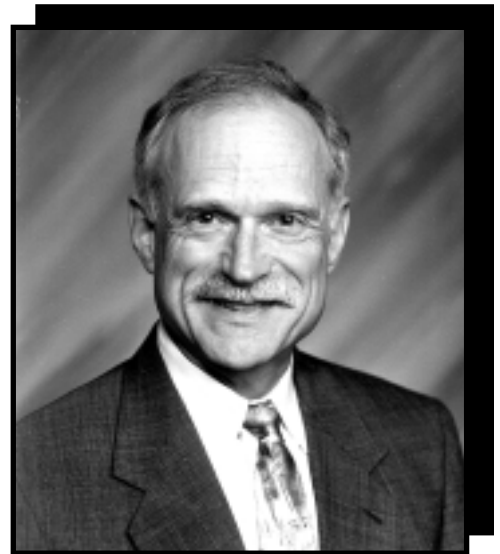
**Ralph Stephens, B.S., L.M.T., NCTMB**

**8 contact hours**

**AMTA and NCTMB Approved Category A**

**Friday, September 19, 2003**

In Medical Massage for the Lumbar/Pelvic Regions, Ralph Stephens presents powerful, efficient, effective assessment techniques to enable the therapist to help patients with lumbar-pelvic complaints. These techniques are especially effective for low back pain, hip pain, sciatica and athletic or job related lower back injuries.



**Instructor:** Ralph Stephens is an internationally renowned author, video producer and professional instructor of Medical Massage, Seated Therapeutic Massage, Sports Massage and Neuromuscular Therapy, St. John Method. He has been a presenter of continuing education since 1988, and has taught at many national, regional and state meetings. In addition to his practice of over 15 years, which is focused on athletes and other people in pain, Ralph is on the road over 30 week-ends a year, sharing his knowledge and skills. He has served as a state and national officer for the AMTA as well as secretary and chair of the Iowa Board Examiners for Massage Therapy. Ralph was awarded the 1997 National Meritorious Award for leadership, dedication and commitment to the profession by the American Massage Therapy Association. He has been an approved continuing education provider by the National Certification Board for Therapeutic Massage and Bodywork since 1966.

**Learning Objectives:** This course will address techniques to assess and treat the lumbar and pelvic regions.

1. An anatomical overview of the specific muscles being massaged, including trigger point referral patterns.

2. Explanations of postural distortion, including common syndromes such as pronation and scoliosis.
3. Learn techniques to assess the lumbar and pelvic regions.
4. Perform massage and stretching techniques that effectively address abnormal and dysfunctional tissues of these areas.
5. Experience and perform postural analysis.
6. Participants will compare eccentric and concentric muscular contractions on themselves during instructors' lecture.

**Method of Learning:** Lecture, hand outs, demonstration and hands-on, overhead and slides. This class is 1/3 lecture and 2/3 hands-on experience. Wear comfortable shorts to allow access to the spine, bring a massage table (two people per table), linens and lotion/oil.

**Learning Outcome:** Therapists will be able to correlate the applications of medical massage to how specific therapeutic massage techniques can be utilized to reduce many common, painful complaints. Also;

1. Be able to properly assess the lumbar and pelvic regions for postural alignment during session.
2. Incorporate proper hygiene and sanitation techniques for medical massage.
3. Apply proper therapist working postures, as well as correct hand and thumb techniques.
4. Learn correct body mechanics and understand how incorrect posturing affects the massage techniques.
5. Be able to apply a therapeutic protocol based on Western anatomy, massage strokes and stretching to bring about balance, improve circulation, increase range of motion and reduce pain.
6. Learn to work on "the other side of pain."

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## **“Medical Massage-Foot/Ankle/Leg and Knee”**

**6 contact hours**

**AMTA and NCTMB Approved Category A Hours**

**Instructor Ralph Stephens, B.S., L.M.T, NCTMB**

**Saturday, September 20, 2003**

This 6-hour session of Medical Massage will focus on the foot/ankle/leg and knee. Learn to access and do specific work on the tissue of these areas. These treatments can be used on everyone, from the athlete to the elderly patient. The massage and Active Isolated Stretching<sup>®</sup> techniques presented are especially helpful for hammer toes, bunions, ankle sprains, shin splints, Achilles injuries, knee strains, knee sprains and range of motion issues. His class is guaranteed to be informative and fun.

**Instructor:** Ralph Stephens has been practicing massage for over 16 years. Besides instructing continuing education courses on massage, Ralph is an internationally recognized author. He currently authors a column for "Massage Today" and enjoys sharing his knowledge and skills. Ralph is Nationally Certified in Therapeutic Massage and Bodywork (he is also an approved provider), Certified in Sports Massage and Neuromuscular Therapy (St. John Method), as well as a licensed therapist in Iowa and New Mexico.

### **Learning Goals:**

Participants will review the involved anatomy as well as:

1. Correlate the applications of Medical Massage to how specific therapeutic massage techniques can be utilized to reduce many common, painful complaints.
2. Assess the foot, ankle, leg and knee region for postural distortion.
3. Participants will incorporate proper sanitation and hygiene techniques.
4. Therapists will learn the importance of proper posture and movement patterns.
5. Participants will compare eccentric and concentric muscular contractions on themselves.

**Method of Learning:** Lecture, hand outs, demonstration, hands-on trade as well as overhead projection and slides. Bring a massage table (two therapist per table), linens and lotion. Dress comfortably in attire that allows access to the leg.

**Learning Outcome:** Participants will be able to apply a hands-on, therapeutic protocol, based on western anatomy as well as:

1. Be able to use massage strokes and stretching to create relaxation, improve circulation and range of motion.
2. Reduce pain and relieve common complaints of the foot/ankle/leg and knee.
3. Be able to properly access these regions.
4. Have a working understanding of the involved anatomy including trigger points.

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## **“Medical Massage-Upper Extremity and Carpal Tunnel Syndrome”**

**4 contact hours AMTA and NCTMB Approved Category A Hours**

**Instructed by Ralph Stephens, B. S., L.M.T., NCTMB**

**Sunday, September 21, 2003**

This class offers a unique opportunity to learn effective techniques from a tremendous instructor. Ralph Stephens will teach this medical massage class on assessment, treatment and rehabilitation of the upper extremity. Emphasis is placed on developing palpatory literacy quality of touch, correct therapist body mechanics and effective patient communication. Carpal Tunnel Syndrome is a posture induced soft tissue injury that responds rapidly to precise soft tissue care. This work helps you resolve stubborn complaints in the elbow, forearm, wrist and hand. These techniques are especially helpful for treating tennis elbow, golfers elbow, carpal tunnel syndrome, thumb and hand injuries and range of motion restrictions.

**Instructor:** Ralph R. Stephens is an internationally renowned instructor, author and video producer who has been practicing massage since 1986. He is a frequent presenter at national, regional and state meetings. Ralph is known for making complex anatomical concepts easy to understand and fun to learn. He is an enthusiastic and very well informed presenter.

**Learning Goals:** Powerful, efficient and effective assessment and massage techniques will be presented to enable the therapist to help patients with arm and hand complaints.

1. Upper extremity postural distortion, including common postural syndromes and conditions will be presented and explained.
2. Learn to properly assess dysfunction.
3. Massage and stretching techniques will be performed.
4. We will perform an anatomical overview of specific muscles.
5. We will cover trigger point referral patterns and the importance of gentle, efficient work.
6. Compare eccentric and concentric muscular contractions.

**Method of Learning:** Slides, overhead projector, hand outs, lecture, demonstration and hands-on. This program is 1/3 lecture and 2/3 hands on learning. Please dress so the arm can be completely exposed. Bring a massage table, linens and oil.

**Learning Outcome:** Participants will be able to correlate the specific applications of medical massage to relieving painful complaints and dysfunction.

1. Have a better understanding of the involved anatomy.
  2. Perform assessments of the arm and hand region for postural alignment and range of motion.
  3. You will be able to incorporate proper sanitation and hygiene techniques for Medical Massage during hands-on trade and in your practice.
  4. Therapists can apply correct working postures, as well as correct hand position and thumb techniques.
- Understand the importance of proper posture, and how improper postures and movement patterns contribute to soft-tissue pain.

# 26th Annual Convention Schedule

## Lafayette, Indiana • September 18-21, 2003

### Thursday, September 18, 2003

- 9:00 am – 5:00 pm Board of Directors meeting with unscheduled lunch break. Members are welcome to visit the meeting but are not required.
- 5:00 pm – 6:30 pm Supper break for Board
- 6:30 pm – 6:45 pm Registration for Strategic Plan
- 6:45 pm – 9:00 pm Strategic Planning Meeting  
Professional Members are encouraged to attend and earn a \$50.00 voucher for Chapter education.

### Friday, September 19, 2003

- 8:00 am – 8:30 am Class Registration
- 8:30 am – 12:00 pm Education Breakout sessions  
1) Medical Massage- Lower Extremity- Pelvic and Leg, 8 contact hours total  
2) The Endocrine Glands and the Chakras-Balancing Body, Mind and Spirit, 12 contact hours total
- 12:00 pm – 1:30 pm Lunch-included with convention
- 1:30 pm – 6:00 pm 1) Medical Massage- Lower Extremity- Pelvic and Leg - Class Continues
- 1:30 pm – 5:00 pm 2) The Endocrine Glands and the Chakras-Balancing Body, Mind and Spirit - Class Continues

### Saturday, September 20, 2003

- 8:00 am – 8:30 am Registration for Medical Massage
- 8:30 am – 12:00 pm Education Breakout sessions  
1) Medical Massage- Lower Extremity-Foot and Ankle, 6 total contact hours  
2) The Endocrine Glands and the Chakras-Balancing Body, Mind and Spirit – Class Continues from 9/19
- 12:00 pm – 1:30 pm Lunch-on your own
- 12:30 pm – 1:30 pm AMTA Chapter Store, Vendors Open
- 1:30 pm – 4:00 pm 1) Medical Massage - Lower extremity-Foot and Ankle- Class Continues
- 1:30 pm – 3:00 pm 2) The Endocrine Glands and the Chakras-Balancing Body, Mind and Spirit- Class Continues
- 3:45 pm – 4:00 pm Registration for Ethics
- 4:00 pm – 6:00 pm Ethics - 2 contact hours
- 7:00 pm – 10:00 pm Dinner and Entertainment, – included with convention  
Vendors Open during Dinner

### Sunday, September 21, 2003

- 8:00 am – 1:00 pm AMTA Indiana Chapter Business Meeting and Brunch
- (8:00 – 11:00) Annual Business Meeting, Elections of Officers,
- (11:00 - 1:00) Brunch plus Law and licensing, round table discussion. Brunch is included, all convention attendees are encouraged to come eat and join in on the discussion.
- 1:30 pm – 5:30 pm 1) Medical Massage-Upper Extremity and Carpal Tunnel Syndrome, 4 contact hours  
2) MERT Responder Training, 4 contact hours, Category B

**Hotel Information:** Classes and a reserved block of rooms are at the Holiday Inn Select Lafayette City Center, 515 South Street, Lafayette, Indiana 47901. Reservation phone, 765-423-1000 or 800-423-1137 or [www.hiscc.com](http://www.hiscc.com). AMTA room rate is \$89/double for Thursday, 9/18, \$119/double for Friday, 9/19 and Saturday, 9/20.

**Room reservation cut off date is August 20, 2003**

**\*Note - Lafayette is a college town, so do not wait long to make reservations here or anywhere else.**

**Driving Directions:** Holiday Inn Select - Take I65 to Exit 172 or St Rd 26. Exit West onto 26. After 4 miles or so you will cross St Rd 52. Continue on to 5th St. Turn left. South Street is 1-2 blocks ahead.

# REGISTRATION FORM - PART 1 of 2

AMTA, Indiana Chapter ¥ 26th Annual Convention  
Lafayette, IN ¥ September 19-21, 2003

NAME \_\_\_\_\_ AMTA# \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PHONE (\_\_\_\_) \_\_\_\_\_ E-MAIL \_\_\_\_\_

**Early registration discount deadline is September 10, 2003 for all events.** Late registrations will be accepted as space allows.

Registering for the complete convention is your best deal.  
This price includes all offered meals and your choice of classes.  
Please be aware that the Endocrine/Chakra class is limited to 40 registrants.

_____ Early registration fee members – \$380	_____ Non-members early – \$400
_____ Late registration fee members – \$400	_____ Non-members late – \$420
_____ Exhibitor Booth – \$ 50	

Please register me for the complete convention. I will be taking:

- \_\_\_\_\_ Medical Massage- Pelvis, with Ralph Stephens 9/19/03, 8 contact hours NCTMB  
\_\_\_\_\_ Endocrine System/Chakras with Linda Tumbarello 9/19-20/03, 12 contact hours NCTMB  
\_\_\_\_\_ Medical Massage-Leg, with Ralph Stephens 9/20/03, 6 contact hours NCTMB  
\_\_\_\_\_ Ethics with Linda Tumbarello 9/20/03, 2 contact hours NCTMB  
\_\_\_\_\_ Medical Massage-Upper Extremity, with Ralph Stephens 9/21/03, 4 contact hours NCTMB  
\_\_\_\_\_ MERT Responder Training, 9/21/03 (must be an AMTA Professional Member), Cat. B Hours  
\_\_\_\_\_ I will be attending the Law and Legislation Brunch on Sunday.  
\_\_\_\_\_ I am a Professional member planning to attend Strategic Plan for my \$50 voucher.

For lunch on Friday, Sept. 19, I prefer a \_\_\_\_\_vegetarian wrap, \_\_\_\_\_chicken wrap, \_\_\_\_\_seafood wrap

I have a question for the lobbyist:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Amount Enclosed \_\_\_\_\_ Check \_\_\_\_\_ VISA \_\_\_\_\_ MasterCard \_\_\_\_\_ DISCOVER \_\_\_\_\_

Signature \_\_\_\_\_ Expires \_\_\_\_\_ Card # \_\_\_\_\_

Please make check payable to AMTA Indiana Chapter. Please mail completed registration forms to Margi Cangany-Lane, 6416 E. 11TH Street, Indianapolis, IN 46219, or call her at (317) 352-1799. Questions? Call Jennie Irving, (765) 396-9507 or Barb Lis (219) 696-0672. Cancellations must be made by Wednesday, September 17, 2003 and will incur a \$50 fee.

# REGISTRATION FORM – PART 2 of 2

AMTA, Indiana Chapter ¥ 26th Annual Convention

Lafayette, IN ¥ September 19-21, 2003

\*\*\*\*I will be attending the individual convention classes listed below\*\*\*\*

1. Medical Massage-Pelvis with Ralph Stephens, 9/19/03- 8 contact hours, NCTMB approved

- \$180 member early registration (before 9/10)       \$200 non-member early  
 \$200 member late registration                               \$220 non-member late

2. Endocrine System/Chakras, with Linda Tumbarello, 9/19-20/03 12 contact hours, NCTMB approved

- \$275 member early registration (before 9/10)       \$295 non-member early registration  
 \$295 member late registration                               \$315 non-member late registration

These class prices include lunch on Friday, please be sure to check your wrap choices above.

**The endocrine/chakra class size is limited to 40 people.**

3. Medical Massage for Lower Extremity with Ralph Stephens, 9/20/03-6 contact hours, NCTMB

- \$150 member early registration (before 9/10)       \$170 non-member early registration  
 \$170 member late registration                               \$190 non-members late registration

4. Ethics with Linda Tumbarello, 9/20/03- 2 contact hours, NCTMB approved

- \$55 member early registration (before 9/10)       \$75 non-member early registration  
 \$75 member late registration                               \$95 non-member late registration

5. Medical Massage-Upper Extremity with Ralph Stephens, 9/21/03-4 contact hours NCTMB

- \$105 member early registration (before 9/10)       \$125 non-member early registration  
 \$125 member late registration                               \$145 non-member late registration

6. MERT Responder Training, AMTA Professional members only.

- \$85 - Please register early to assure that we have enough class materials. Brunch is included with Sunday's classes. This fee does not include the \$25 membership fee payable when you renew your AMTA membership.

7. Meal choices for individual convention class registration or for guests.

- \$13 - Meal for Friday evening, September 19  
 \$26 - Meal for Saturday evening, September 20  
 \$13 - Meal for Sunday daytime, September 21

Please note that if you're signing up for the *full convention*, you'll need to check a preference for Friday's meal and whether you'll be attending brunch on Sunday, but ALL meals will be included in your fees.

**American Massage Therapy Association  
Indiana Chapter  
Chapter Volunteer Information Form**  
www.amtaindiana.org



*Personal Data*

Name \_\_\_\_\_  
 Address \_\_\_\_\_ City / State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone (Home) \_\_\_\_\_ Best time to contact \_\_\_\_\_  
 (Work) \_\_\_\_\_ Best time to contact \_\_\_\_\_  
 (Fax) \_\_\_\_\_ E-mail address: \_\_\_\_\_

*I am interested in working with the following committees:*

- Awards Committee is responsible for identifying chapter members that deserve recognition for contributing to AMTA and/or the massage therapy profession in an outstanding manner and diligent volunteerism done by an AMTA member in an altruistic manner.
- Education Committee is responsible for providing educational opportunities for chapter members at chapter meetings and/or as independent educational events.
- E-tree/phone Tree Committee is responsible for contacting chapter members via the email tree or phone tree regarding information that has an impact on the profession. This could include announcements of pending votes on legislation, reminders about statewide meetings, etc.
- Government Relations Committee is responsible for monitoring legislation that might influence the scope and practice of massage therapy and when directed by the board, lead the chapter efforts to effect that legislation.
- Historian Committee is responsible for keeping the history of the Chapter activities at our statewide meetings and other non-educational events throughout the year through photographs or articles sent in by the members.
- Membership Committee will oversee all membership outreach and retention programs as well as the creation of new initiatives in recruitment and retention.
- MERT Chapter Leader is responsible for the advancement of the MERT program in the Chapter through training and management skills and when directed by the board, will coordinate the Indiana MERT team at a statewide response.
- Nominations Committee is responsible for collecting a resume from members who are seeking a board or committee chair position and running the election at the Chapter annual meeting at convention
- Public Relations Committee is responsible for leading the chapter's effort to create a positive awareness of massage therapy, AMTA and the AMTA chapter members.
- Sports Massage Team Committee is charged with the task of organizing and publicizing sports massage events at the local level in accordance with national initiatives.
- Strategic Planning Committee will oversee the strategic plan for the Chapter. Will be the watchdog and make sure the Chapter stays on track. When directed by the board, will conduct strategic planning meetings
- Sunshine Committee is responsible for sending cards to members that have had a family loss or have been ill.
- Volunteer Search Committee is responsible for identifying appropriate volunteers to help with the other committees.
- Products and Marketing Committee is responsible for the Chapter store during Chapter meetings ordering and storing inventory when not in use.

I prefer a one-time project (may last more than one day)       I can be available for a one-day task  
 I am available for projects  Mon  Tues  Wed  Thurs  Fri  Sat  Sun  
 I prefer  early AM  mornings  afternoon  evening  
 I would like to work from my home/office  Yes  No

*Skills & Talent Assessment*

Type     File     Stuff & Mail     Other  
 I am     Familiar with MS Office 2000     Familiar with Excel     Familiar with FileMaker 4.0  
 I can     Help with research projects either using the     Website/internet or     Using the telephone  
 I have special interest in:  Organizing events     Designing forms, flyers     The internet/web page  
     Advertising/marketing     Licensing/certification issues     Other \_\_\_\_\_

Send to: Arlene Loomis, 7621 Linden Ave., Hammond, IN 46324, 219-845-2099. Please attach a copy of your resume.



# Job Descriptions for open election positions

## **Brief job description of Chapter Vice Presidents**

To make you an eligible candidate to run for a Vice President position and serve as a member of the Chapter board you must have a professional membership classification in good standing. You may need to act in the absence or incapacity of the Chapter President, the 1st, 2nd or 3rd Vice President, in that order, will act in the place of the President. It includes accepting responsibilities delegated by the President. You will need to attend Chapter board, Chapter membership and any Chapter committee meetings, whenever possible, regional and national meetings of the association as well. Serve as liaison to selected amount of Committees to the Board (select committees appropriate for your Chapter's needs). You also need to be available to speak with members regarding actions of our Chapter and the National board and deliver regular reports via Chapter newsletter, Chapter meetings and board meetings.

You would also be asked to fulfill the fiduciary, due diligence and other responsibilities of Chapter board members as described in the bylaws. Maintain orderly records of issues and actions taken during the term and supply the incoming vice president with those records to ensure a smooth transition. Identify, cultivate and recruit future Chapter leaders. Ensure Chapter operations are consistent with the AMTA Strategic Plan. You may need to serve on a committee.

## **Brief job description of the Secretary**

To make you an eligible candidate to run for Secretary and serve as a member of the Chapter board you must have a professional membership classification in good standing. You may need to act in the place of the Chapter President in the absence or incapacity of the Chapter President, 1st Vice President, 2nd Vice President and 3rd Vice President.

You must attend Chapter board and membership meetings and ensure that attendance; votes and the proceedings of the meetings are recorded and maintained in the permanent records of the Chapter. Conduct roll call of board members at Chapter board meetings and membership at Chapter membership meetings for official records and to establish the presence of a quorum. Distribute minutes of Chapter board meetings and Chapter membership meetings to the newsletter editor, in a timely manner, to be published in the Chapter newsletter, Kneaded Notes, and maintain the official, permanent record of Chapter board and Chapter membership proceedings.

Forward to the Chapter Relations Administrator, on a timely basis, a list of names and positions of Chapter officers at the start of each fiscal year but no later than August 1st. Updates

must be received by the Chapter Relations Administrator within 15 days of any change in the Chapter roster. In cooperation with the Chapter President and the Chapter Treasurer you must conduct the regular day-to-day business affairs of the Chapter.

It includes accepting responsibilities delegated by the President. You will need to attend Chapter Board, Chapter membership and any Chapter committee meetings, whenever possible, regional and national meetings of the association as well. Serve as liaison to selected amount of Committees to the Board (select committee appropriate for your Chapter's needs). You also need to be available to speak with members regarding actions of our Chapter and the National Board. You would also be asked to fulfill the fiduciary, due diligence and other responsibilities of Chapter board members as described in the bylaws. Maintain orderly records, including the Chapter's permanent record, and an outline of the procedures required to fulfill the Chapter Secretary's responsibility and supply the incoming Secretary with those records to ensure a smooth transition. Ensure Chapter operations are consistent with the AMTA Strategic Plan. You may need to serve on a committee.

## **Brief Job description of the Delegate**

To make you an eligible candidate to run for Delegate to the national convention you must have a professional membership classification in good standing and you must be assigned to the chapter whose membership you represent. This is a one-year term starting in January 1 through December 31 of the following year in which you were elected. An Alternate Delegate receiving the most votes in the election of delegates shall fill a vacancy in the position of Delegate.

A delegate represents the members by whom they were elected and carries out their responsibilities: through the chapter annual meeting and other opportunities of interactions with the membership; the Delegate shall initiate member involvement in discussion and hear opinions on matters coming before the House of Delegates; will study materials and otherwise prepare for the House of Delegates meeting; will attend and participate in the House of Delegates meeting and vote in an informed manner; will report on their voting record and participation in the House of Delegates meeting to the membership in a written report to the newsletter editor to be published in the chapter newsletter, Kneaded Notes; the Delegate is expected to attend the chapter annual meeting, and House of Delegates Meeting at the national convention. The time commitment varies each year according to the business of the House.

# **AMTA INDIANA CHAPTER OFFICERS, DELEGATE AND COMMITTEE CHAIR RESUME**

Resumes are being accepted for the elected positions of First Vice President, Third Vice President, Secretary and Delegates. Committee chair positions are appointed for a one-year term. Fill out both a resume and volunteer form and send it to Arlene Loomis. To find out more about open positions and their responsibilities you can find them listed on the volunteer form and/or in the brief job descriptions in this newsletter. Please contact any board member or check on-line at [www.amtaindiana.org](http://www.amtaindiana.org), in the volunteer section.

Candidate for what positions? \_\_\_\_\_

Name \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_

Phone number (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

AMTA file number \_\_\_\_\_ Membership Date \_\_\_\_\_ NCTMB Date \_\_\_\_\_

Can you be bonded? Yes \_\_\_\_\_ No \_\_\_\_\_

## **Education**

1. High School \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Date of Graduation \_\_\_\_\_

2. College \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Date of Graduation \_\_\_\_\_

Degree \_\_\_\_\_

3. Massage School \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Date of Graduation \_\_\_\_\_

Testing Date (School) \_\_\_\_\_

*You can use additional paper for extra space needed.*

List all AMTA State and National Offices held with dates, including committees: \_\_\_\_\_

Relevant community or professional experience: \_\_\_\_\_

Qualifications for office you are seeking: \_\_\_\_\_

What are the reasons and objectives for seeking this office?:

How many hours a week do you estimate will be required of you to perform the duties of this office? \_\_\_\_\_

Are you currently able to commit the appropriate time for the performance of your duties? \_\_\_\_\_

Your signature below indicates that if you are elected or selected for this office, you are committed to serve for the prescribed term of office.

Signature of candidate \_\_\_\_\_ Date \_\_\_\_\_

Nominated by \_\_\_\_\_ Date \_\_\_\_\_

Send your resume form to: Arlene Loomis, 219-845-2099, 7621 Linden Ave., Hammond, IN 46324.



***kneaded notes***

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**\$50 Voucher**  
for attending the strategic plan meeting  
on Thursday, September 18

AMTA Indiana 26th Annual Convention,  
September 19-21 in Lafayette

**Early hotel registration - August 20 - Book Now!**  
**Early registration - September 10**

*Seating is limited so sign-up today!*

- Endocrine Glands and Chakras
- Lower and Upper Extremity Medical Massage
  - MERT Responder Training
- Ethics - Working with Survivors of Abuse and Trauma

People are still talking about the great times, great education and reuniting of therapists at last year's Convention Party. You haven't experienced a fun and exciting educational event, until you've experienced an Indiana Convention. We welcome you, and look forward to seeing you there!