

International Somatic Movement Education and Therapy Association

LIVING BREATHING DOCUMENT

Committee Action Items **September 2022 – October 2023**

Executive Committee

- ☆ Board Meeting Agendas and Facilitation
- ☆ Annual Membership Meeting Planning
- ☆ Annual Report and Letter to Membership in October, December and/or January
- ☆ End FY meeting with Finance Committee and full Board in August
- ☆ Board Development, Culture and Evaluation
- ☆ Work closely with Executive Director, business as it arises
- ☆ Board Member Letter of Agreement and Conflict of Interest forms October-November
- ☆ Oversight of Memo of Understanding with Handspring Publishing/Singing Dragon
- ☆ Cultivate and maintain partnership with Academy for Integrative Health and Medicine
- ☆ Cultivate and maintain partnership with the Coalition for Whole Person Health
- ☆ Review and approve yearly contracts with Independent Contractors
- ☆ Periodic Bylaw review ~ Next review in 2023
- ☆ Leadership Council Team Co-ordination
 - March, June, September, December
- ☆ Affiliated Professional Organization Meetings
- ☆ Oversee collaboration between committees. One Executive Committee Member on each committee
- ☆ Chairperson Support Meetings
- ☆ Participate in the conversations for new Registration Categories
- ☆ First stop for any Grievance submitted
- ☆ Oversight of Legacy and Evolution Video Project
- ☆ Oversight of Succession Planning
- ☆ Hiring and oversight of Executive Director Consultant

Finance Committee

- ☆ End Fiscal Year (July 1- June 30) meeting with Executive Committee and full Board in August
- ☆ Review Quarterly Reports Budget vs Actuals. Keep Board apprised of financials.
- ☆ Oversight of annual tax returns (complete by November 15, 2022)
- ☆ Always strengthening Internal Controls
- ☆ Begin FY 2024 Budget process March
- ☆ Request budget items from Committee Chairs in January for end February
- ☆ Update Bank Signature Cards- as needed
- ☆ D+O Insurance Fall renewal
- ☆ Succession Planning for Treasurer as needed ~ Currently Rich Sims
- ☆ Oversight of Bookkeeping consultant
- ☆ Consider Budgetary changes on an ongoing basis

Board Development Committee

- ☆ Consider plan for 2023,
 - 1-3 new Board Members for 2023
 - Committee interviews with potential candidates
 - Prepare Slate of Candidates and Ballots for September - October Election
- ☆ Update potential Board Member packet – Needs Committee Schedule each year
- ☆ Yearly updates to Board Member Handbook - Needs Committee Schedule each year
- ☆ Review Board materials in Board Portal – On going
- ☆ Support /orient new Board Members
 - Design new Board Member orientation meeting
 - Assign Board Buddies
 - First year calls with new Board Members at the one-year point
- ☆ Meet with Board Members ending a first or second 3-year terms to determine future Board Service
- ☆ Recognition of out-going Board Members
- ☆ Participate in Board Evaluation Process with Executive Committee

Professional Standards Committee

- ☆ Create and review yearly questionnaire for Approved Training Programs
- ☆ Training Program Application Review
- ☆ Independent Track Application Review
- ☆ RSDE Application Review
- ☆ Review: Training Program Guidelines and Requirements, Independent Track Requirements, RSDE,
- ☆ Additional Credentials ~ 250 hour Associate Somatic Movement Professional, 1000 hour Master Somatic Movement Educator /Therapist, Trauma Informed Somatic Practitioner
- ☆ Update Applications
- ☆ Always streamlining Processes
- ☆ Assessment Guidelines Training: Rubrics, Portfolio,

Government Relations and Regulations Committee

- ☆ Create Advocacy Webpage
 - Reconfigure informational sections on ISMETA website, particularly Professional and Legislative Advocacy page in the Member's Portal
 - Post Podcast version of Conference Legislative Session from Professional Pathways Conference
 - Liza Goldblatt fro 2021?
- ☆ Federation Therapeutic Massage, Bodywork and Somatic Practice Organizations (FedMBS) Currently:
 - Elisa Cotroneo works with the FedMBS's Joint Government Relations Committee
 - Annual In Person Meeting FedMBS attended by Elisa Cotroneo
- ☆ Track Federation of State Massage Therapy Boards (FSMTB)
- ☆ Research International Professional and Legislative issues with the International Committee
- ☆ Create Operations Manual for Legislative Advocacy

- ☆ Webinar with Bill and Gabriela Scholl of Switzerland, Trager International, Mary Abrams, Elisa Cotroneo, Liza Goldblatt ???

Communications Committee

- ☆ Create a marketing team of consultants
 - Hot List of what to publicize and timeline
 - Create Promo Materials
- ☆ Website Refresh and Maximization
 - Working with webmaster, Operations Manager and Executive Director
 - Keep website up to date with:
 - Blog
 - Website Calendars ~ with Operations
 - ISMETA Events
- ☆ Outreach
 - Training of Ambassadors
 - Social Media
 - Facebook Page and Group (closing when ISMETA Forum opens)
 - LinkedIn
 - Instagram
 - Ads
 - Contact Quarterly?
 - Somatic Magazine
 - Currents
 - Facebook
 - IAYT ?
 - ??
- ☆ Member Letter's with Executive Director and Executive Committee
- ☆ Newsletter Editors- Dana Davison, Amal ElWardi, Intern
- ☆ Somatic Magazine ISMETA Column -Research and Publications, Elisa Cotroneo, Elisabeth Osgood Campbell
- ☆ Events
 - Annual Membership Meeting - with Executive Committee
 - Create containers for different types of events where members can connect:
 - Somatic Cafés
 - Community Connect & Dialogue
 - Study Groups
 - Webinars
 - Symposiums
 - Roundtable Conversations
 - Open house: New Member orientation
 - Meetings for new potential members; meet the Board
 - Event Proposal Forms - Create processes and procedures for application and implementation of events suggested by board committees
 - Call for Proposals 35th Anniversary Celebration January 2023 - December 2024. Adjudication and systems of support for the Member driven 35th Anniversary Events

- Creating Subject Packages for Professional Development Center (PDC) from 2021 and 2022 Conference
- Encourage Involvement of Board, Leadership Council and members in events when possible

Education and the Arts Committee

- ☆ On-going Collaboration with National Dance Educator Organization
- ☆ Strengthen Registered Somatic Dance Educator Credential. Develop connections in higher education
- ☆ Education and the Arts Webpage Refresh (currently hidden)
- ☆ Professional Development Webinar Series/ Roundtable Conversations – Educational Pedagogy, Arts and Somatics, curriculum development?
- ☆ Social and Emotional Learning Course, Webinars and Outreach

Research and Publications Committee

- ☆ Keep Somatic Research Bibliography Database updated
- ☆ Research Initiative with ISMETA Research Consultant, Dr. Amit Abraham.
 - Webinar scheduled for October 22, 2022.
 - Explore Dr Abraham Research Mentoring Group.
 - Qualitative Research Webinar with Kehinde Ishangi
- ☆ Participating in ACIH/AIHM Research Working Group
- ☆ Participate in NCCIH Whole Person Health Research Stakeholders Meetings
- ☆ Participate in Coalition for Whole Person Health
- ☆ Create an online library for published Somatic “Seminal” books, research articles and papers with intern
 - Qualitative and Quantitative categories
- ☆ Update Bookstore to include ISMETA published authors
- ☆ Update Bookstore to include Singing Dragon and Handspring Publishing
- ☆ Update Research Webpage. Include links to Affiliated Organizations Research Initiative pages
- ☆ Looking into the possibility of Research Literacy Pre-conference day. NCCIH Grant, Co-produce with IAYT and ACIH/Academy for Integrative Health and Medicine, Coalition for Whole Person Health
- ☆ Member Webinar on How to write for the public. Articles, Blogs, etc.
- ☆ Consider what other publications we would publish in, partner with or create ourselves
- ☆ Journal Articles, Somatic Magazine News from the Field Column
- ☆ Create Blog Posts with Communications Committee and Executive Committee

Equity, Justice and Accessibility Committee

- ☆ ISMETA Equity, Justice and Accessibility Statement continuously updated
- ☆ Continuously updating resources offered on the EJA webpage and announced in the monthly newsletter
- ☆ Sharing the principles and values from this committee’s conversations, throughout all committee work and organizational development efforts.

- ☆ Embark on Values Clarification consensus process (October), and then envision how they look in action (December, January), with a focus on EJA principles and accountability strategies
- ☆ Find systems to make conference/events more accessible
- ☆ ISMETA monthly Study/Practice Group focusing on Generative Somatics through Staci Haines' book, The Politics of Trauma
- ☆ EJA Bi Monthly Facilitated Discussion Groups (November 11, 2022– September 2023)

International Weavers Committee

- ☆ Regional Conversations:
 - Latin American Perspectives
 - Regional Roundtables or Somatic Café's or Community Connect and Dialogue
- ☆ Outreach
 - Connect with the BMCA Community ~ France, Brazil, and UK
 - International Feldenkrais Federation
 - Trager International
 - Swiss Competencies Group
 - UK ~ One Dance, Dept of Health. British Parliament