

***Pilates Method Alliance Board of Directors***  
***Meeting Minutes***

Date: August 11, 2021

11:00 AM – 1:00 PM PST

I. Call to Order

Stella Hull-Lampkin called the meeting to order at 11:03 PST.

II. Roll Call

Attendees: Moimusa Ahmadu, Everlea Bryant, Elizabeth Fullerton, Mary Hofmann-Holtschneider, Stella Hull-Lampkin, Eshael Johnson, Barbara Lauriat, Subha Lembach, David McMahan, Cecilia Pulido, Karolina Schmid

Staff Present: Dr. Viva Braynen, Arielle Edmonson, Sonia Ketchoyian

III. 11:10 – 11:45 Open Issues

a) Ratify Carla Harris – Employment Agreement

- a. Carla Harris has accepted the negotiated employment agreement, which becomes effective as of September 1, 2021. Her salary will be reflected in payroll as opposed to professional fees, where her current contract is listed.
- b. Mary moved to approve the motion and Cecilia seconded the motion. The motion was approved.

b) Ratify Committee Chairs

- a. Membership Committee Cochairs - Everlea Bryant and Moimusa Ahmadu
  - i. International Membership – Karolina Schmid
- b. Conference Committee Chair- Cecilia Pulido
- c. Education Committee Cochairs – Barbara Lauriat
- d. Advocacy Committee Cochairs – Elizabeth Fullerton and Mary Holtshneider

- e. Subha Lembach moved to approve the motion. David McMahan seconded the motion. The motion was approved.

#### IV.11:45 – 12:00 PM Operations Report – Sonia Ketchoyian

- A. Stella reported that NCPC and PMA will no longer be offering reciprocal discounts. The Education Committee will have to address this issue from the PMA perspective.
- B. Stella noted that since some PMA webinars receive CECs, the Education Committee will have to work on the CEC process.
- C. Sonia shared that any issues with the PMA email address should be addressed through Sonia.
- D. Sonia shared a video from Carla Harris. Carla noted the following:
  - A. We need to start the patent renewal process.
  - B. PMA is updating the state nonprofit registration.
  - C. Carla is in the process of working on the IRS determination letter. The state's nonprofit letter has been obtained.
  - D. Once the Committee Chairs are approved, Committees may work with their staff liaisons, but board members should communicate anything else to staff through the Executive Director. Stella should be copied on communications.
  - E. There is a fiduciary report that needs to be completed by all board members by Monday available on Teams.
  - F. Committee applications have been drafted and will be sent out to the PMA membership with the names of the Committee Chairs.
  - G. Hosting a PMA webinar means serving as an introducer and moderator.
  - H. Marline has been doing a great job with corporate members, but board assistance is needed for Pilates Anytime and Merrithew in particular.

- I. Contractors are being made employees where appropriate. PMA is also hiring a bookkeeper in lieu of using a Comptroller. An Events Associate is also going to be hired.
- J. In 2022, a meeting planner will be hired to help plan the conference.
- K. Currently, the entire staff is working together to plan the conference in 2021. A company has been hired for the technological portion of the conference.
- L. There is going to be a corporate member intro meeting and board members are welcome to attend.
- M. There are 4,972 members as of July 31.
- N. PMA will likely be ending the year in a deficit.
- O. The 2022 conference will be in Las Vegas and the 2023 conference will be in Pasadena.

E. Education Report- Dr. Viva Braynen

- A. Dr. Viva has revised the PSAP program into the PMA ITAP program. Mat Teacher Training accreditation will be \$559 for one year or \$1,000 for two years. Board members reviewed the proposed PMA ITAP program and offered feedback.

V. Review of Database and Website – Arielle Edmonson

- A. Arielle reported that the database has been migrated and the website is nearing completion. It will be ready to launch within the next few weeks.

VI. Meeting Adjourn

- A. Eshael Johnson moved to adjourn the meeting. David McMahan seconded the motion. The motion was approved and the meeting was adjourned at 12:19 p.m. PST.