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Meeting Summary  
Board of Directors Meeting  
December 3, 2023  
7:00pm–8:30pm

**Date of Board of Directors Meeting:** December 2023 \*Postponed from November 19, 2023  
\*Cancelled due to lack of quorum.

**Last Scheduled Board of Directors Meeting:** September 10, 2023

**Next Scheduled Board of Directors Meeting:** January 14, 2024

**Executive Officer Attendance:** Aaron LeBlanc, Christine Léger, Tom Peppard

**Regional Director Attendance:** Ashley Brzezicki, Jo-Ann Hache, and Martine Hudon

**Regrets/Director Absent:** Alison Orr and Carla O'Donnell

**Executive Director/Ex-Officio:** Coralie Hopkins

1. **Acknowledgment of Indigenous Nations**

Acknowledgment read by Christine Léger.

2. **Meeting Call to Order/Confirm Quorum**

The meeting was called to order at 7:01pm. Quorum was met. 6 Directors present.

**QUORUM FOR THE BOARD**

The **Board of Directors** may from time to time fix the quorum necessary to transact business, and unless so fixed the quorum shall be two-thirds of the **Directors** in office at the time the meeting convenes.

3. **Approval of the agenda December 10, 2023**

A motion was moved and seconded to approve the meeting agenda. All agreed.

**Discussion:** There was no discussion.

4. **Approval of the meeting minutes September 10, 2023**

A motion was moved and seconded to approve the meeting minutes. All agreed.

**Discussion:** There was no discussion

5. Approval of Committee Chair and Regional Director Reports (Attached)

- a. APEC Report–Darcy (Verbal report provided by Coralie and Tom)
- b. Audit & Finance Committee Report–Tom Peppard (Report Submitted)
- c. Board Governance Advisory Committee–Matthew Wills (Report Submitted)
- d. Executive Committee Chair Report–Christine Léger (Oral report)
- e. Regional Director Reports:
  - i. Zone 1 (Ashley) - Submitted
  - ii. Zone 2 (Carla) - No report
  - iii. Zone 3 (Alison) – No report
  - iv. Zone 4 (Martine) – Nothing to Report
  - v. Zone 5 (Jo-Ann) – Submitted

A motion was moved and seconded to approve the Committee Chair and Regional Director reports.

**Discussion:** There was some discussion.

[Topics for Discussion](#)

1. Draft Massage Therapy Bill–Sheila Mecking, partner at Stewart McKelvey-Drafting of the revised Massage Therapy Bill.

**Discussion:** There was some discussion

2. Discuss concerns regarding ANBMT Members

**Discussion:** There was some discussion

3. 2023 AGM and Conference Follow-Up (Brainstorm Vendor Ideas)

**Discussion:** There was some discussion

4. Review and put forward for a vote for the Terms of Reference for the Annual Performance Evaluation of the Executive Director Policy

A motion was moved and seconded to vote on the Terms of Reference for the Annual Performance Evaluation of the Executive Director policy. All agreed.

**Discussion:** There was no further discussion.

A motion was moved and seconded to approve and adopt the Terms of Reference for the Annual Performance Evaluation of the Executive Director policy. All agreed.

**Discussion:** There was no further discussion.

5. Review and put forward tentative schedule for the Board of Directors and the Executive Committee

Discussion: There was some discussion.

6. Adjournment

Discussion: There was no discussion. All agenda items were covered.

Meeting adjourned at 8:45pm.