



Arkansas State Board of Acupuncture and Related Techniques
Regular Board Meeting
Minutes
October 12, 2012
1:00pm CDT

Members Present

W. Martin Eisele, LAc (President)
Mark Arouh, LAc (Vice President)
Stephanie Bland, LAc (Professional Member)
Ines Polonius (Public Member/Treasurer)

Staff Present

Brandon Robinson (Arkansas Attorney General's Office)
Keith Jones (Executive Director)

Guests Present

None

Call to Order: The meeting was called to order by President W. Martin Eisele at 1:10 PM.

Review of Minutes: The board reviewed minutes from the board meeting that occurred on July 13, 2012. Mark Arouh made a motion to approve the minutes as presented. The motion was seconded by Ines Polonius and passed unanimously.

Financial Update: Keith Jones presented the financial reports from fiscal year July 2011 – June 2012 and July 2012 through September 30, 2012. Ines Polonius spoke to the board regarding the Open Balance Equity in Quickbooks. It was explained that balance occurred when opening a new account in Quickbooks and the balance was not reconciled. Keith will research on how to reconcile this particular line item.

AAIS Audit Report: Ines Polonius made the recommendation to approve the Annual License Reconciliation Report FY 2012. The motion was second by M. Arouh and passed unanimously.

Website Updates: Keith Jones presented the price and service options regarding moving the board's website to an "arkansas.gov" subdomain. Board approved Keith Jones request to transition to the arkansas.gov domain. K. Jones will provide the board with an update during the next scheduled meeting.

Board Resource: Keith Jones presented the board with a copy of the State of Arkansas Board Member Handbook. Mr. Jones asked the board to review the rules and procedures and provide feedback on how the board should operate using these guidelines. Ines Polonius asked the board to review the content and highlight parts of the manual board members would like to include when creating an ASBART Board Resource Manual. Feedback will be provided at the next board meeting. Additionally, the board was provided a copy of Board Code of Ethics



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and a Board Conflict and Disclosure Agreement. Their feedback regarding the two documents was requested by Keith Jones.

Items Too Late for Agenda: Martin Eisele notified the board he will introduce legislation. Mr. Eisele will seek to remove ASBART from under the Medical Board of Arkansas. He does not think it will be a problem to have an agreement with the Medical Board but there may be some obstacles with the Medical Society. M. Eisele will provide the board with an update at the next scheduled meeting.

Adjournment: The board scheduled the next meeting for December 17, 2012 at 1:00 PM. There being no further business, the meeting was adjourned at 2:14 PM.

APPROVED

Approved