



**ILLINOIS OCCUPATIONAL THERAPY ASSOCIATION
EXECUTIVE BOARD MEETING AGENDA/MINUTES
March 19, 2022 * 9:00 am * Location: Zoom Call**

Members Present	Members Present for a Portion of Meeting	Members Absent
Anne Kiraly-Alvarez – President Beverly Menninger – President-Elect Brenda Koverman – Director of Advocacy Molly Bathje – Director of Communications Moira Bushell – Director of Finance Christy Rojas – Director of Membership Robin Jones – Interim Secretary George Buckley – Executive Director	Gabriela Carmona – Social Media Coordinator	

Topic	Notes	Action Items & Person Responsible
Call to order	Anne called the meeting to order at 9:02am	n/a
Roll call	See members present above	n/a
Approval of minutes	<ul style="list-style-type: none"> • <i>Motion to ratify the email approval of January 22, 2022 Executive Board Meeting Minutes. (MOTION 2022-03-01)</i> • <i>Motion to ratify the email approval of the February 26, 2022 ILOTA Special Meeting Minutes (MOTION 2022-03-02)</i> 	n/a
Communication Committee	Gabriella Carmona presented a proposal from the committee to establish an ILOTA Tik-Tok Proposal (See attached). <i>Motion approved to establish an ILOTA Tik-Tok account. (MOTION 2022-03-03).</i> Committee will be moving from Hootsuite to CANVA for managing social media.	
Old Business		
Organizational chart	(See attached) Anne sent out the Organizational Chart that reflects the changes in the Bylaws and reflects discussions held during the January Board meeting. There was consensus that this chart accurately reflects the current structure.	George will post the revised chart on the ILOTA website
OT Month –	“Feed My Children Slots” have been reserved but the slots may not be optimal for people who are working, etc. Virtual Events – Yoga Session (Bev); Town Hall	George will add to ILOTA calendar.

	Event – April 12, 2022 7-8pm. Other events under discussion but not finalized (virtual OT Trivia Night, In-person dinner)	
Preparing for review of strategic plan, annual goals, and budget requests	Anne proposed change in schedule/process for Annual budget, strategic plan, etc. April – Review Strategic Plan Goals, Present to Full Board May and Finalize in June. This schedule will allow better alignment with the budgeting process.	
ILOTA Policy regarding ILOTA action on advocacy issues (Advocacy Director/President)	Brenda and Anne continue to discuss this issue. Looking at issues in terms of how decision is made, what group/groups will be involved and what body will be making any final decisions. Need to evaluate where/what the issues are that have led to the need for such a policy in order to determine what the scope of this process/procedure needs to be.	
Advocacy Report	<ol style="list-style-type: none"> 1. EI Coalition: No updates since February. 2. Medicaid Reimbursement: No response from IHA letter that was sent. Group is working on fact sheet to summarize our arguments to increase rate. We created name for our group and is Partners for Access to Therapy. 3. Scope of practice: We are working on 2 sections: definitions in rules and increasing referral language in the act. We have submitted the definitions in rules to JCAR to see if we can get these approved. No updates since February. 4. Compact Act: Awaiting if Maureen was able to connect with IDFPR and if she connected with Colleen from IPTA to see if we can collaborate on this effort. No one has volunteered with asks at board meeting and director's group to assist with the advocacy and legislative efforts. Working with AOTA to host a meeting with members to discuss "what is a compact act" 5. Practice act rule revisions: several submitted including modalities, restoration of license and supervision of students. No updates from Nancy Richman 6. Charting of legislative events done by Kathy Webb, public policy coordinator. 	

	7. Athletic Trainers bill- Bill was amended and we are now neutral. No updates since February				
ILOTA Partnership Proposal	See Attached Proposal prepared by Beverly, Christy, Brenda. Discussed the proposal and various options. Made some edits for clarification to the proposal.				Committee will make edits and send to Board prior to April meeting.
Finance Report	Income	YTD	Budget	Difference	
	Membership	47692	69500	-21808	
	CE	23285	29200	-5915	
	Conference	44568	45000	-432	
	Other	4642.21	4550	92.21	
	Total	120187.21	148250	-28062.79	
	Expenses				
	Operating	54055.81	122000	-67944.19	
	Direct Costs	3833.99	25500	-21666.01	
	Total	57889.8	147500	-89610.2	
	Net Income	\$62,297.41	\$750.00	\$61,547.41	
	As of 2/28/22				
	Account Balances as of 3/17/22				
	Checking: \$89,667.16				
	Debit: \$5399.76				
	Reserve Savings: \$10,440.10				
	Total Cash: \$105,507.02				
	CD: \$5219.77				

	We are tracking approximately \$43,000 ahead of last year. And way ahead of budget estimates. We had to transfer more funds into our reserve account to not accumulate banking fees, which wasn't reflected in the yearly budget so we are in essence more ahead than it looks on paper.																									
2022 Conference Update	Will be offering a hybrid model. NIU Naperville Center for In-Person activities. Logo is currently under development as well as deciding on Keynote. Aiming for 200-300 capacity for the in-person event. In-person events will be offered in Tracks to allow for multiple offerings in different practice areas. In-person event will be Friday, November 18, 2022.	Social Media Committee to create a "Save the Date" campaign to generate interest once the venue contract is signed.																								
AOTF Raffle Results	Member raffle was conducted, and winners notified. Anne will attend on behalf of the Board.																									
2022 Student Conclave Wrap-up	Total Registration – 95. Overall attendance in 2022 was better than 2021. Everything still available in the LMS to review. Survey distributed and awaiting results. Good set of volunteers in 2022. Revenue estimated \$1300-1400 Net Profit. 19 students from other states attended because of offering students from other states the option to join.																									
Membership updates	<table border="1"> <thead> <tr> <th>Category</th> <th>March 3/17/22</th> </tr> </thead> <tbody> <tr> <td>Admin</td> <td>3</td> </tr> <tr> <td>OT</td> <td>491</td> </tr> <tr> <td>OT Monthly</td> <td>66</td> </tr> <tr> <td>OT New Practitioner</td> <td>59</td> </tr> <tr> <td>OTA</td> <td>66</td> </tr> <tr> <td>OTA monthly</td> <td>13</td> </tr> <tr> <td>OTA New Practitioner</td> <td>18</td> </tr> <tr> <td>Student</td> <td>473</td> </tr> <tr> <td>Retiree</td> <td>10</td> </tr> <tr> <td>Multistate</td> <td>15</td> </tr> <tr> <td>Honorary Lifetime</td> <td>7</td> </tr> </tbody> </table>	Category	March 3/17/22	Admin	3	OT	491	OT Monthly	66	OT New Practitioner	59	OTA	66	OTA monthly	13	OTA New Practitioner	18	Student	473	Retiree	10	Multistate	15	Honorary Lifetime	7	
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	Will be focusing on strategies to reach out to individuals who have lapsed membership 60-90 days as well as students who do not join after graduation.					
Secretary updates	none					
Other?	Request for board members attending AOTA conference to send photos of yourself engaging at conference to Molly for posting on social media.	Board members attending AOTA to send photos to Molly				
Adjournment	<i>Motion made to adjourn meeting at 10:36 am. Motion passed. (MOTION 2022-03-04)</i>					