



**ILLINOIS OCCUPATIONAL THERAPY ASSOCIATION
EXECUTIVE BOARD MEETING AGENDA/MINUTES
April 23, 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 Molly Bathje – Director of Communications Moira Bushell – Director of Finance Robin Jones – Interim Secretary George Buckley – Executive Director	N/A	Brenda Koverman – Director of Advocacy Christy Rojas – Director of Membership
Guests Present: N/A		

Topic	Notes	Action Items & Person Responsible
Call to order	Anne called the meeting to order at 9:05am	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 March 19, 2022 Executive Board Meeting Minutes. (MOTION 2022-04-01)</i> 	n/a
Old Business		
Follow up on partnerships/sponsorship packages	Revisions made during our last Board meeting were not shared prior to this meeting so there has not been sufficient time to review for this meeting. Anne noted that there were some additional edits needed. Anne will send it out to everyone for review prior to the next Board meeting for discussion and potential approval.	Anne will send out the updated version to Board members for review prior to the May Exec. Brd. Mtg.
2022 Executive Board nominations	Discussed whether people in current positions that are up for election this year were going to run again. Molly has announced she will not be running again. Positions	Individuals in positions that are up for

	<p>up for election this year are: Communication, Secretary, Membership and Finance-Elect. Deadline for recruitment of candidates is June 1, 2022.</p>	<p>election to send a short “blurb” about why you love the position to George by April 29th.</p> <p>Board members are asked to assist in the recruitment of candidates.</p>
Strategic Plan Revisions	<p>Reviewed each section of the Strategic Plan and discussed whether items needed to be updated/removed in preparation for the Full Board Meeting in May 2022. Identified and highlighted sections that require further review by Board members who were not present. They will be asked to review/update prior to the May meeting.</p>	<p>All Board members to review and note any additional changes prior to the May Full Board Mtg.</p> <p>Members not present today to review/update their sections of the Plan prior to May Full Board Mtg</p>
Proposed Revisions to the ILOTA Awards Nomination Process	<p>George will review/discuss the changes that have been made to the Awards nominations process on the Web Site in collaboration with Abi Swidergal. Changes address issues that occurred or came to light with last year’s process as well as make the process easier for those submitting.</p> <p>Changes made to the nominations form (on the website): Honorary Lifetime Member – Clarify that the Executive Board makes this Award versus the Awards Committee. Nominations can still be made by anyone via the nominations form.</p>	

	<p>Added option to identify if the nominee is an ILOTA member: YES, NO and Unknown (optional)</p> <p>Adds requirement for uploading CV (required)</p> <p>Discussed addition of uploading a Headshot. Decided that this was not appropriate at the nomination phase. Headshot can be obtained for actual awardees.</p>	
Communication Committee	<ol style="list-style-type: none"> 1. Preview of the first TikTok video for feedback. Discussed various issues with color contrast, speed, need to ensure accessible. 2. Report on Terms of Use, and discussion about ILOTA TikTok account – they collect a lot of data. Reviewed how they use the data (make money, etc. off of content). Privacy and safety rules are continuously being updated. They do collect biometric data but it is unclear how this data is used. Discussed that there is a lot of scrutiny about TikTok but not aware that they use it maliciously. The ILOTA account was set up with the highest level of privacy/security allowed. ILOTA retains the option to shut down the account and erase all data at any time. 3. Update that we are beginning the work of transitioning hosting the Blog on WordPress to hosting it on the ILOTA Website 	Molly will provide feedback on 1 st video to creator. Next draft will be sent to board for review.
Advocacy Report	<ol style="list-style-type: none"> 1. EI SIS: Clare asked to sign letter to support 5% increase in EI reimbursement. Anne was in process of signing 2. Medicaid Reimbursement: No response from IHA. 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. Brenda was contacted by potential independent owner who may be able to support our efforts. She is contacting him at the end of the month. 	

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 are waiting to hear from Anne with end result.
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. Over 10 people have volunteered to be part of task force. Nancy is leading efforts to contact AOTA to do a joint town hall with compact act provider, AOTA and NBCOT.
5. Practice act rule revisions: several submitted including modalities, restoration of license and supervision of students. As above, awaiting information from Anne.
6. Collaborating with AOTPAC with mutual causes.

Finance Committee

Budget Update

Income	YTD	Budget	Difference
Membership	52029	69500	-17471
CE	24085	29200	-5115
Conference	44568	45000	-432
Other	5441.97	4550	891.97
Total	126123.97	148250	-22126.03
Expenses			
Operating	64024.63	122000	-57975.37
Direct Costs	5933.99	25500	-19566.01
Total	69958.62	147500	-77541.38
Net Income	\$56,165.35	\$750.00	\$55,415.35
As of 3/30/22			

	<p>Net loss of \$6132.06 for the month We're still running approximately \$49,000 in net revenue ahead of last year</p> <p>As of 4/19/22 Checking: \$88477.36 Debit: \$5329.06 Total: \$93806.42</p>	
2022 Conference Update	<p>Selected Keynote Speaker, working on details. Vaccination Status requirement previously decided upon for in-person attendance has had requests for exemption or alternative option (i.e. negative test within 72 hours). Concerns expressed how this would be verified. Discussion followed. Decided that vaccination status required and will be verified on-site when individuals check-in. Option of proof of negative test within 72 hrs of the event accepted. Website and all conference information will be updated. Masks will be encouraged.</p> <p>Motion made for a Health and Safety Policy for all ILOTA In-person events to read as follows: For all In person events that are hosted by ILOTA, proof of vaccination or a negative COVID-19 test within 72 hours of admission to the event is required. No refunds will be provided to those who fail to comply with these requirements and are prohibited to participate. Health and safety requirements may be subject to change based on applicable laws and state executive orders at the time of the event. (MOTION 2022-04-02)</p> <p>Call for papers ending soon. Call for reviewers also coming up. George will send out additional reminders about the deadlines.</p>	
LDP request	<p>LDP is interested in having ILOTA bring back Sarah Young to do a course/program on leadership and asking about our interest to open it up to ILOTA members as a CE event. Previous offering of this content in 2018 and 2020 were well attended. Had to cancel one in 2021 that was "virtual" due to low attendance. Concern whether this topic has been overdone and won't be enough interest. It was not a large revenue producer. Discussion about in-person versus remote events in general held. Discussed that feeling ok about having smaller groups in-person. Discussion of whether virtual events have an impact on inclusion since people from</p>	

	other parts of the state able to participate without travel, etc. Will explore moving forward hosting and look to collaborate with Leadership Committee to use this event for mentorship goals.																													
OT Month event update	George reviewed the attendance for the various events held this past month. The last event which is an “informal dinner” has had very low attendance sign up. Discussion about potentially cancelling if not more sign up but want to support Maud as she has expressed interest in getting involved with ILOTA. Low support for the Feed My Starving Children event but the timeslots were not ideal.																													
Membership Update	<table border="1"> <thead> <tr> <th>Category</th> <th>April 22, 2022</th> </tr> </thead> <tbody> <tr> <td>Admin</td> <td>3</td> </tr> <tr> <td>OT</td> <td>485</td> </tr> <tr> <td>OT Monthly</td> <td>64</td> </tr> <tr> <td>OT New Practitioner</td> <td>62</td> </tr> <tr> <td>OTA</td> <td>66</td> </tr> <tr> <td>OTA monthly</td> <td>15</td> </tr> <tr> <td>OTA New Practitioner</td> <td>19</td> </tr> <tr> <td>Student</td> <td>476</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> <tr> <td>TOTAL</td> <td>1222</td> </tr> <tr> <td>Difference</td> <td>1</td> </tr> </tbody> </table>	Category	April 22, 2022	Admin	3	OT	485	OT Monthly	64	OT New Practitioner	62	OTA	66	OTA monthly	15	OTA New Practitioner	19	Student	476	Retiree	10	Multistate	15	Honorary Lifetime	7	TOTAL	1222	Difference	1	
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Secretary updates	None																													
Other?	None																													
Adjournment	<i>Motion made to adjourn meeting at 11:22am. (MOTION 2022-04-03)</i>																													