



**ILLINOIS OCCUPATIONAL THERAPY ASSOCIATION  
EXECUTIVE BOARD MEETING AGENDA/MINUTES  
January 22, 2022 \* 9:00 am \* Location: Zoom Call**

<b>Members Present</b>	<b>Members Present for a Portion of Meeting</b>	<b>Members Absent</b>
Anne Kiraly-Alvarez – President Beverly Menninger – President-Elect Brenda Koverman – Director of Advocacy Molly Bathje – Director of Communications Moirra Bushell – Director of Finance Robin Jones – Interim Secretary George Buckley – Executive Director		Christy Rojas – Director of Membership
<b>Guests Present:</b> Maureen Mulhall – Lobbyist		

<b>Topic</b>	<b>Notes</b>	<b>Action Items &amp; Person Responsible</b>
<b>Call to order</b>	Anne called the meeting to order at 9:02am	n/a
<b>Roll call</b>	See members present above	n/a
<b>Approval of minutes</b>	<ul style="list-style-type: none"> <li><i>Motion to ratify the email approval of December 11, 2021 Executive Board Meeting Minutes. (MOTION 2022-01-01)</i></li> </ul>	n/a
<b>New Business</b>		
Advocacy Report	See Attached Report Brenda brought forth issue for discussion regarding how ILOTA is making decision regarding legislative policies/positions when there are groups around specific issues that ILOTA may be affiliated with. Example was given of the Early Intervention Coalition. Maureen provided some insights to how groups have operated in the past. Maureen expressed the need for ILOTA to determine what their advocacy efforts are or will be and how decisions will be made. Anne provided some context regarding previous discussions held within ILOTA (example given of the Full Board Meeting Fall 2020) where the role of the Special Interest Groups were discussed. Advocacy was one of the roles identified but it was recognized that for some of the SIS's advocacy would be a smaller role than for others. Additional discussion about where does ILOTA want to put their political	Brenda and Anne will draft a policy for requesting ILOTA action on advocacy issues

	capital and how will/are those decisions to be made. Historical perspectives of how issues have been handled previously were discussed.	
Review of feedback from members re: bylaws updates	13 responses received from members about the Bylaws. Some comments were submitted. Anne presented each comment and discussion occurred. Anne incorporated edits into draft version. Next steps: Distribution of final version of Bylaws to membership. Members will be invited to attend the February 26, 2022 Full Board meeting to vote on the Bylaws.	George will create necessary announcements, procedure to operationalize the voting process.
New Website	Continue to work on the website. Reviewing for Accessibility. Anne will send out to Exec. Board to review after additional changes are finalized. George shared the current version of the new site for discussion.	Anne will send out an email when it is ready for Board review. Board members are asked to submit comments.
Updates on proposed rule modifications	Janelle from IDFPR reached out to ILOTA regarding some proposed rules for Dry Needling. They have been reviewed by appropriate ILOTA members. It was decided to send additional rules for modalities and supervision to IDFPR for inclusion. In addition, included rules for OT Services not requiring referral. Waiting to hear whether or not IDFPR approves the additional rules changes.	
<b>Old Business</b>		
AOTF Event Sponsorship	See Attached AOTA Conference Package Document. Discussion occurred in November and members were supportive but action not taken at that time due to uncertain budget status. At this time, Board is asked to approve Explorer Level Sponsorship Level at \$300 based on current budget status. Motion to approve sponsorship to AOTF event at \$300 level. <b>(MOTION 2022-01-02)</b>	Anne will work with George to identify process for distributing the tickets for AOTF events associated with the sponsorship support.
Speakers Fees (Anne and Moira)	Anne presented a "Policy on Compensation for CE Event Presenters" for discussion. Discussion held regarding current policy that for Annual Conference presenters must register for the entire conference or one full day of conference. This issue will be addressed separately. Motion to approve the proposed "Policy on Compensation for CE Event Presenters". <b>(MOTION 2022-01-03)</b>	
ILOTA Partnerships Update	See attached Report Discussion of various options presented. Committee will incorporate comments/recommendations and bring back to the Board at the next meeting.	Committee will incorporate feedback and bring

		recommendations to the March Board meeting.																																																																
<b>Communication updates</b>	Looking at use of CANVA versus Hootsuite for social media. Hootsuite is increasing their fees substantially and determined not worth the cost at this time. Exploring alternatives. Discussed some changes in staffing of communication positions. Have had a good response from the SIS's for articles in the Communique. Oct/Nov/Dec issue on the verge of publication and should be out next week. The JEDI SIS has been very active and are going to initiate a quarterly column in the Communique titled "Ask the JEDI" and feeding content to the social media committee. Molly has changed her email to mbathje1@depaul.edu																																																																	
<b>Finance Report</b>	<table border="0"> <thead> <tr> <th>Income</th> <th>YTD</th> <th>Budget</th> <th>Difference</th> </tr> </thead> <tbody> <tr> <td>Membership</td> <td>36483</td> <td>69500</td> <td>-33017</td> </tr> <tr> <td>CE</td> <td>19065</td> <td>29200</td> <td>-10135</td> </tr> <tr> <td>Conference</td> <td>44568</td> <td>45000</td> <td>-432</td> </tr> <tr> <td>Other</td> <td>3810.55</td> <td>4550</td> <td>-739.45</td> </tr> <tr> <td>Total</td> <td>103926.55</td> <td>148250</td> <td>-44323.45</td> </tr> <tr> <td colspan="4">Expenses</td> </tr> <tr> <td>Operating</td> <td>32285.28</td> <td>122000</td> <td>-89714.72</td> </tr> <tr> <td>Direct Costs</td> <td>3433.99</td> <td>25500</td> <td>-22066.01</td> </tr> <tr> <td>Total</td> <td>35719.27</td> <td>147500</td> <td>-111780.73</td> </tr> <tr> <td>Net Income</td> <td>\$68,207.28</td> <td>\$750.00</td> <td>\$67,457.28</td> </tr> <tr> <td colspan="4">As of 12/31/21</td> </tr> <tr> <td colspan="4">As of 1/20/22</td> </tr> <tr> <td colspan="4">Checking 99,968.75</td> </tr> <tr> <td colspan="4">Debit 4,630.19</td> </tr> <tr> <td colspan="4">Total 104, 598.94</td> </tr> </tbody> </table>	Income	YTD	Budget	Difference	Membership	36483	69500	-33017	CE	19065	29200	-10135	Conference	44568	45000	-432	Other	3810.55	4550	-739.45	Total	103926.55	148250	-44323.45	Expenses				Operating	32285.28	122000	-89714.72	Direct Costs	3433.99	25500	-22066.01	Total	35719.27	147500	-111780.73	Net Income	\$68,207.28	\$750.00	\$67,457.28	As of 12/31/21				As of 1/20/22				Checking 99,968.75				Debit 4,630.19				Total 104, 598.94				Moira will bring revised budget to the March Meeting for discussion.
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	Discussion of the budget. Will be updating the budget with additional expenses that were not factored into the original budget (AOTF sponsorship, etc.) and bring back to the board for approval at the March meeting.																													
2022 Conference Update	Committee has started meeting for 2022. Committee is discussing hybrid format. Will be meeting next week to continue development of the agenda and discussion of theme, etc.																													
2022 Student Conclave Update	Committee met last week. Set date of March 6-12, 2022 and will be virtual. Keynote speaker has been identified. Discussion of not over scheduling. Next meeting is Wednesday January 26 <sup>th</sup> . Will start promotion once they finalize the content. Set cost structure as minimal to only cover costs.																													
<b>Membership updates</b>	<p>George reported on behalf of Christy. 1197 current members which is higher than recent years. CE registration for upcoming events are strong. Anne provided an update on the in-person Modalities Course.</p> <table border="1"> <thead> <tr> <th>Category</th> <th>January 1/22/22</th> </tr> </thead> <tbody> <tr> <td>Admin</td> <td>3</td> </tr> <tr> <td>OT</td> <td>484</td> </tr> <tr> <td>OT Monthly</td> <td>67</td> </tr> <tr> <td>OT New Pracitioner</td> <td>53</td> </tr> <tr> <td>OTA</td> <td>71</td> </tr> <tr> <td>OTA monthly</td> <td>13</td> </tr> <tr> <td>OTA New Practitioner</td> <td>16</td> </tr> <tr> <td>Student</td> <td>458</td> </tr> <tr> <td>Retiree</td> <td>9</td> </tr> <tr> <td>Multistate</td> <td>16</td> </tr> <tr> <td>Honorary Lifetime</td> <td>7</td> </tr> <tr> <td>TOTAL</td> <td>1197</td> </tr> <tr> <td>Difference</td> <td>27</td> </tr> </tbody> </table>	Category	January 1/22/22	Admin	3	OT	484	OT Monthly	67	OT New Pracitioner	53	OTA	71	OTA monthly	13	OTA New Practitioner	16	Student	458	Retiree	9	Multistate	16	Honorary Lifetime	7	TOTAL	1197	Difference	27	
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<b>Secretary updates</b>	None.	
<b>Other?</b>	Discussion of events for the website calendar for February.	
<b>Adjournment</b>	<i>Motion made to adjourn meeting at 11:25 am. Motion passed. (MOTION 2022-01-04)</i>	