



ILLINOIS OCCUPATIONAL THERAPY ASSOCIATION
EXECUTIVE BOARD MEETING MINUTES
April 29, 2026 * 6:30pm * Location: Zoom Call

Members Present	Members Present for a Portion of Meeting	Members Absent
Beverly Menninger – President Samantha Smith – Secretary Luther King – Director of Membership Pooja Patel – Director of Advocacy Lauren Stone Kelly – Director of Communication Sarah Mugavero – Director of Finance George Buckley – Executive Director Laura Mraz – President-Elect		
Guests Present		

ALL AGENDA ITEMS	NOTES	ACTION ITEMS/PERSON RESPONSIBLE
Call to order	Beverly called the meeting to order at 6:35PM.	
Roll call	See members present above.	
Consent agenda	<ul style="list-style-type: none"> • Previous ILOTA Executive Board meeting minutes approval March 2026. • Presidents Report <ul style="list-style-type: none"> ○ No updates at this time • Director of Advocacy Report: <ol style="list-style-type: none"> 1. Filed Legislative Support/Actions: <ol style="list-style-type: none"> a. HB3769: OT Practice Act – updating language related to referrals & direct access <ol style="list-style-type: none"> i. Passed House, headed to Senate 	



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	<ul style="list-style-type: none"> b. SB1273: Community Behavioral Health Care Professional Loan Repayment Act – adding OTPs as eligible professionals (education budget appropriations bill) c. HB4976: OT Licensure Compact Act <ul style="list-style-type: none"> i. This will not move, consistent with lack of movement for PT, RN, and PA too. d. SJR 0048: Professional Degrees (joint senate resolution calling for legislation to include allied health degrees as professional degrees, includes OT) <ul style="list-style-type: none"> i. ILOTA submitted a witness slip in support of this resolution. <p>2. Monitoring:</p> <ul style="list-style-type: none"> a. Above bills b. IDEC Launch & Rollout July 2026 <ul style="list-style-type: none"> i. Rule 500 & Reimbursement Rates = two key high-level EI OT issues <p>3. Outreach:</p> <ul style="list-style-type: none"> a. Social Media Campaign – formal planning with comms team pending; content schedule provided by capstone student <ul style="list-style-type: none"> • Director of Communication Report: <ul style="list-style-type: none"> ○ Newsletter: First issue was published last month, deadline for submissions for 2nd quarter are due May 1 ○ Social media: Kate is onboarded and managing our Instagram and Facebook. We are doing some extra posts for OT month and will share more from conference and after conference. Our LinkedIn account is suspended and I'm still trying to get into it, but they don't make it easy. I'll keep trying but we may need to create a new account, though that is not ideal ○ Website: we've made a few change requests and George is working on them. I will be meeting with our website committee after conference to plan out some additional updates and changes. We plan to ask SIS members and other leaders to provide updated content that our website committee can edit and submit to George to update things site wide • Director of Finance Report: <ul style="list-style-type: none"> 1. <u>Account Balances as of 4/17/26 9:40 AM:</u> <ul style="list-style-type: none"> • See Attached Document— Profit and Loss for September to December 2025 • Checking: \$234,841.67 	



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	<ul style="list-style-type: none"> • Debit: \$5,077.37 • CD: \$50,419.79 (3.405%) • Money Market: \$83,289.97 (2.175%) • Total: \$373,628.80 (up \$121.61 from 3/11/26) <ul style="list-style-type: none"> • Director of Membership Report: <table border="1" data-bbox="466 630 1276 1101"> <thead> <tr> <th></th> <th>A</th> <th>BK</th> <th>BL</th> <th>BM</th> <th>BN</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Category</td> <td>January 16, 2026</td> <td>February 24, 2026</td> <td>March 12, 2026</td> <td>April 29, 2026</td> </tr> <tr> <td>2</td> <td>Admin</td> <td>3</td> <td>3</td> <td>3</td> <td>3</td> </tr> <tr> <td>3</td> <td>Associate</td> <td>11</td> <td>11</td> <td>10</td> <td>11</td> </tr> <tr> <td>4</td> <td>Honorary Lifetime</td> <td>8</td> <td>8</td> <td>8</td> <td>8</td> </tr> <tr> <td>5</td> <td>Multistate</td> <td>47</td> <td>46</td> <td>46</td> <td>44</td> </tr> <tr> <td>6</td> <td>New OT</td> <td>172</td> <td>172</td> <td>174</td> <td>163</td> </tr> <tr> <td>7</td> <td>New OTA</td> <td>32</td> <td>33</td> <td>35</td> <td>36</td> </tr> <tr> <td>8</td> <td>OTA</td> <td>157</td> <td>156</td> <td>156</td> <td>155</td> </tr> <tr> <td>9</td> <td>OTA monthly</td> <td>47</td> <td>44</td> <td>43</td> <td>38</td> </tr> <tr> <td>10</td> <td>OT</td> <td>1064</td> <td>1088</td> <td>1079</td> <td>1053</td> </tr> <tr> <td>11</td> <td>OT Monthly</td> <td>155</td> <td>142</td> <td>137</td> <td>132</td> </tr> <tr> <td>12</td> <td>Retired</td> <td>22</td> <td>22</td> <td>23</td> <td>22</td> </tr> <tr> <td>13</td> <td>Student</td> <td>490</td> <td>490</td> <td>498</td> <td>497</td> </tr> <tr> <td>14</td> <td>TOTAL</td> <td>2238</td> <td>2215</td> <td>2212</td> <td>2162</td> </tr> <tr> <td>15</td> <td>Difference</td> <td>175</td> <td>-23</td> <td>-3</td> <td>-50</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Executive Director Report: <ul style="list-style-type: none"> ○ No current updates, see agenda items and Finance Reports. <p>Motion to approve the Consent Agenda. Luther seconds. MOTION CARRIED (MOTION 2026-04-01)</p>		A	BK	BL	BM	BN	1	Category	January 16, 2026	February 24, 2026	March 12, 2026	April 29, 2026	2	Admin	3	3	3	3	3	Associate	11	11	10	11	4	Honorary Lifetime	8	8	8	8	5	Multistate	47	46	46	44	6	New OT	172	172	174	163	7	New OTA	32	33	35	36	8	OTA	157	156	156	155	9	OTA monthly	47	44	43	38	10	OT	1064	1088	1079	1053	11	OT Monthly	155	142	137	132	12	Retired	22	22	23	22	13	Student	490	490	498	497	14	TOTAL	2238	2215	2212	2162	15	Difference	175	-23	-3	-50	
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President	<ul style="list-style-type: none"> • Governance Task Force – meeting every other week. Final report of updated bylaws and position descriptions at the June meeting. May not have time to change period for elections/nominations with upcoming Fall opening positions. 																																																																																																	



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	<ul style="list-style-type: none"> • ASAP Meeting – Laura and Bev attended at AOTA, went well and felt proud of our state association. Commended on the Pre-OT Mentorship program and membership numbers were points of discussion. • Positions that are opening this upcoming Fall, executive board will send updates for the website descriptions when George sends out an e-mail requesting information. • 110 individuals responded to the Membership survey • AE SIS Proposal <ul style="list-style-type: none"> ○ Updates/revisions provided for Dissolution of the Academic Education SIS Subsection and Establishment of Fieldwork and Capstone in Academic Education SIS document 	<p>Bev to bring back to AE SIS Coordinators feedback from the Executive Board</p>
<p>Director of Finance</p>	<ul style="list-style-type: none"> • Discuss updated CE committee proposals: <ul style="list-style-type: none"> ○ IOTA Proposal for Continuing Education Marketing ○ Removed Early Bird Registration fee at this point, can revisit in the future ○ Maximum 2 courses per month ○ Recommendation to add to Communique newsletter for announcement for Virtual Courses <p>Sarah motions to approve the IOTA Proposal for Continuing Education Marketing document with an amendment to add Communique newsletter for announcement for Virtual Courses. Lauren seconds. MOTION CARRIED (MOTION 2026-04-02)</p> <ul style="list-style-type: none"> ○ Proposed Speaker Payments <ul style="list-style-type: none"> ▪ Propose increase current Member Rate of \$25/ CE hour to New Rate: Member \$26 / CE hour on the IOTA Policy on CE Registration Fees ▪ Added sliding fees for panelists and speakers based on preferred Proposal #2 and break even point information. Discussed recommendation to modify terminology from “participant” to “registrant”. <p>Sarah motions to approve the Proposed Speaker Payments document with an amendment to change to registrants. Pooja seconds. MOTION CARRIED (MOTION 2026-04-03)</p> <p>Sarah motions to amend the IOTA Policy on CE Registration Fees from \$25 to \$26/CE Hour and keeping remainder of the policy the same. Lauren seconds. MOTION CARRIED (MOTION 2026-04-04)</p> <ul style="list-style-type: none"> • Discuss Membership Dues proposal with Luther 	



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<p>Secretary</p> <p>Strategic Plan Initiatives</p>	<ul style="list-style-type: none"> ○ Reviewed some key opportunities and takeaways. ○ Plan to send randomized gift cards for survey submissions • Decided on May 20th at 6:30PM for Full Board Meeting (change to virtual) • 	
<p>Action Items from Previous Meetings</p>	<p>Check in to confirm the below action items were complete:</p> <ul style="list-style-type: none"> • Luther, Bev, George, Sarah to initiate discussion about potential venues for the 2027 ILOTA Conference around May 2026 • Investment policy development – George to assist Sarah • Budget with ILOTA membership group discounts – wait until April 2026 to have a larger discussion about this topic. Discuss opportunity to offer discount to committee members and a 2 year membership at a discounted rate. • Executive Board to review Strategic Plan and come with ideas for June meeting. • Discuss future in-person meeting opportunities • Sarah to bring back ILOTA Proposal and Continuing Education Marketing speaker reimbursement proposal for to next board meeting – COMPLETE 	
<p>Open Discussion for Emerging Issues</p>	<ul style="list-style-type: none"> • Board Members raise urgent issues ○ Prioritize topics for immediate action/decision-making 	
<p>Upcoming meeting dates</p>	<ul style="list-style-type: none"> • Full Board Meeting on May 20th at 6:30PM • Executive Board Meeting on June 17th at 6:30PM 	



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Next steps & Assignments	<ul style="list-style-type: none"> • Confirm action items and responsible parties ○ Deadlines for follow-up 	
Adjournment	Motion to adjourn the meeting 8:41PM. Pooja seconds. MOTION CARRIED (MOTION 2026-04-06)	

Minutes prepared by Samantha Smith, ILOTA Secretary