



**ILLINOIS OCCUPATIONAL THERAPY ASSOCIATION
EXECUTIVE BOARD MEETING MINUTES
October 22, 2025 * 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 Lauren Stone Kelly – Director of Communication Pooja Patel – Director of Advocacy 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 6:34PM.	
Roll call	See members present above.	
Consent agenda	<ul style="list-style-type: none"> • Previous ILOTA Executive Board meeting minutes approval September 2025 • Presidents Report <ul style="list-style-type: none"> ○ No updates at this time • Director of Advocacy Report: <ol style="list-style-type: none"> 1. Loan forgiveness for community MH workers-SB1273-will probably continue into next legislative session. 	



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	<ol style="list-style-type: none"> 2. OT Practice Act direct access language revision-HB3769-will need to follow up in next legislative session. 3. Temporary license authorization-HB1365-likey to pass-was sent to governor on 6/24/2025. -UPDATE: passed on 8/15/2025 – PA 104-0178 4. Behavioral Analyst bill and practice act. A meeting should be scheduled in the fall to continue discussions. Additionally, Frank C relayed a 2nd question regarding OTAs and Brenda recommended that he contact Pooja and discuss at the next meeting. -UPDATE: work group formation in process; see board agenda below 5. Compact act-a decision is pending regarding adding this back as a legislative priority. A history of efforts are available in past 3 years of Director of Advocacy (DoA) board reports that may be useful. -UPDATE: on hold across the board; not a legislative priority at state-level until further notice. We will re-engage should it return on the floor. 6. EI UPDATES: multiple efforts underway; multiple letters have been sent to various groups for multiple initiatives. Current priority appears to be the involvement of OT in IDEC rollout plans and updates to Adm. Code 500 to align scope of practice and definitions with our OT practice act and match eligibility and qualifications with our OT state regulations. 7. Transportation needs initiative with IPTA-Divya S. taking lead and is organizing date with PT, SLP and Sara Zera. Also, someone will need to take Brenda’s place on this interdisciplinary committee. -UPDATE: webinar held 10/16/2025; will follow-up with Brenda re: role 8. Capstone Student-Brenda is working with a MWU student on advocacy project related to state associations. Pooja may take over; Brenda leaves this up to Monika R and Pooja. -Brenda appears to be overseeing this still; I was cc’d on an email this week for the first time. TBD role transition. Capstone defense 12/15/25. 9. Conference presentation-Nancy, Pooja, Emma, & Brian presenting legislative session – in-person and virtually. 10. ILOTA advocacy presentations for schools and downstate outreach initiative/collab with Director of Membership. <ul style="list-style-type: none"> • Director of Communication Report: <ul style="list-style-type: none"> ○ Reviewing website survey results. 30 responses. Will follow up once reviewed ○ Next newsletter due date is 11/1. ○ Meeting in about a week with Pooja, Brian and Stephanie to discuss social media strategies for advocacy 	



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	<ul style="list-style-type: none"> • Director of Finance Report: <u>Account Balances as of 10/8/25 at 11:00 PM:</u> <ul style="list-style-type: none"> ○ Checking: \$205,567.49 ○ Debit: \$3,237.69 ○ CD: \$5,510.98 ○ Money Market: \$82,356.93 ○ Total: \$296,673.09 • Director of Membership Report: <ul style="list-style-type: none"> ○ Upcoming Southern Illinois visits <table border="1" data-bbox="541 776 1291 1383"> <thead> <tr> <th></th> <th>BE</th> <th>BF</th> <th>BG</th> <th>BH</th> </tr> <tr> <th>Category</th> <th>August 13, 2025</th> <th>September 12, 2025</th> <th>October 13, 2025</th> <th></th> </tr> </thead> <tbody> <tr><td>Admin</td><td></td><td>3</td><td>3</td><td>3</td></tr> <tr><td>Associate</td><td></td><td>10</td><td>10</td><td>11</td></tr> <tr><td>Honorary Lifetime</td><td></td><td>8</td><td>8</td><td>8</td></tr> <tr><td>Multistate</td><td></td><td>28</td><td>28</td><td>34</td></tr> <tr><td>OT New Practitioner</td><td></td><td>136</td><td>138</td><td>146</td></tr> <tr><td>OTA New Practitioner</td><td></td><td>30</td><td>29</td><td>29</td></tr> <tr><td>OTA</td><td></td><td>88</td><td>96</td><td>103</td></tr> <tr><td>OTA monthly</td><td></td><td>27</td><td>26</td><td>31</td></tr> <tr><td>OT</td><td></td><td>718</td><td>751</td><td>822</td></tr> <tr><td>OT Monthly</td><td></td><td>83</td><td>89</td><td>101</td></tr> <tr><td>Retiree</td><td></td><td>16</td><td>16</td><td>16</td></tr> <tr><td>Student</td><td></td><td>435</td><td>454</td><td>458</td></tr> <tr><td>TOTAL</td><td></td><td>1582</td><td>1648</td><td>1762</td></tr> <tr><td></td><td></td><td>33</td><td>66</td><td>114</td></tr> </tbody> </table> 		BE	BF	BG	BH	Category	August 13, 2025	September 12, 2025	October 13, 2025		Admin		3	3	3	Associate		10	10	11	Honorary Lifetime		8	8	8	Multistate		28	28	34	OT New Practitioner		136	138	146	OTA New Practitioner		30	29	29	OTA		88	96	103	OTA monthly		27	26	31	OT		718	751	822	OT Monthly		83	89	101	Retiree		16	16	16	Student		435	454	458	TOTAL		1582	1648	1762			33	66	114	
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	<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. Pooja seconds. MOTION CARRIED. (MOTION 2025-10-01)</p>	
<p>President</p>	<ul style="list-style-type: none"> • Introduction of Laura Mraz- President-elect • Ratify vote re. Lifetime Achievement Award <p>Bev motions that an exception to the eligibility criteria regarding being actively employed as an OTP for at least 30 years to be nominated for the lifetime achievement award be made in this circumstance. Sam seconds. MOTION CARRIED. (MOTION 2025-10-02)</p> <ul style="list-style-type: none"> • Lifetime Achievement nominee discussion <ul style="list-style-type: none"> ○ Score requirement is minimum of 20 – discussed nominee criteria ○ Awards committee is deferring to the Executive Board on this decision. There is an opportunity to revise criteria to clarify information in the future to increase diversity of recipients. ○ Executive Board supports nomination <p>Bev motions to award Katharine Preissner as ILOTA Lifetime Achievement Award recipient. Luther Seconds. MOTION CARRIED. (MOTION 2025-10-03)</p> <ul style="list-style-type: none"> • AOTA Affiliation Agreement vote (See attached document) <ul style="list-style-type: none"> ○ Hosting AOTA Annual Conference April 4-6, 2030 <p>Bev motions for ILOTA to sign the AOTA Affiliation Agreement. Lauren seconds. MOTION CARRIED. (MOTION 2025-10-04)</p> <ul style="list-style-type: none"> • Governance Task Force update • Recommendation to move up elections by a month, increasing time for mentoring/overlap in successor Executive Board position (i.e. Secretary) 	



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<p>Director of Membership</p> <p>Strategic Plan Initiatives</p>	<ul style="list-style-type: none"> • Ideas to engage members during ILOTA conference (i.e. raffles, interview/podcast, etc.) • New social media coordinator for ILOTA • How to engage members during the conference between presentations – Luther will provide ideas as they arise – we have 2 tables available for engagement, prizes, small gifts • ILOTA membership engagement calendar (See attached document) • Strategic plan in January 2026 to look at the calendar and place some ideas/activities that we would like to initiate. • Required CEU courses for licensure renewal cycle have helped improve membership rates • 	<p>Let Luther know if you have ideas of ways to engage members between conference presentations.</p>
<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"> • Bev will bring discussion of AFWC/Capstone Coordinator Consortium and Advocacy to Governance Task Force • Dalmina, Luther, Bev, George, Sarah to initiate discussion about 2026 Conference venue within the next 2 months – need to prioritize • Investment policy development – George to assist Sarah/Dalmina • Budget with ILOTA membership group discounts – wait until January 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. 	
<p>Open Discussion for Emerging Issues</p>	<ul style="list-style-type: none"> • Board Members raise urgent issues <ul style="list-style-type: none"> ○ Prioritize topics for immediate action/decision-making 	
<p>Upcoming meeting dates</p>	<ul style="list-style-type: none"> • Wednesday December 10th, 2025 ILOTA Annual Meeting 	



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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 at 8:33PM. Pooja Seconds. MOTION CARRIED (MOTION 2025-10-04)	

Minutes prepared by Samantha Smith, ILOTA Secretary