



**ILLINOIS OCCUPATIONAL THERAPY ASSOCIATION  
FULL BOARD MEETING MINUTES  
February 22, 2025 Location: Zoom Meeting**

<b>Members Present</b>	<b>Members Absent</b>
<p>Beverly Menninger – President          Lauren Stone Kelly – Director of Communications          Luther King – Director of Membership          Samantha Smith – Secretary          Brenda Koverman – Director of Advocacy          Dalmina Aria – Director of Finance          Sarah Mugavero – Director of Finance-Elect          George Buckley - Executive Director          Ashley Stoffel – Archives Co-Coordinator          John Dudzik – Leadership Development Committee Chair          Nancy Richman – Reimbursement Coordinator          Taylor Lerman - Social Media Coordinator          Stephanie Reichard – Social Media Coordinator          Katie Little – Blog Coordinator          Phyllis Hughes - Fieldwork Coordinator          Gail Fisher – Awards Coordinator          Jennifer Summers - Networking Coordinator          Jenn Lim – Website Coordinator          Brian Wojcicki -- Lobbyist</p> <p><b>SIS Coordinators:</b>          Nancy Richman - Administration and Management SIS Co-Coordinator          Kathleen Ellis – Assistive Technology SIS Co-Coordinator          Clare Giuffrida – Early Intervention SIS Co-Coordinator          Alison Hanlon – Early Intervention SIS Co-Coordinator          Pooja Patel – Gerontology SIS Coordinator          Lillian Chen-Byerley – JEDI SIS Coordinator</p>	<p>Hannah Kaytonah - Nominations Coordinator          Bridget Hahn - Community Outreach Coordinator          Lisa Mahaffey – AOTA RA Representative          Samantha Holzschu – Sensory Integration SIS Co-Coordinator          Kyra Bariller - Sensory Integration SIS Co-Coordinator          Maude Makoni - Orthopedic &amp; Upper Extremity Rehab SIS Co-Coordinator          Kathy Preissner – Archives Co-Coordinator          Erin Luy – Newsletter Coordinator          La'Taria Overstreet – Professional Development Coordinator          Sarah Zera - CE Coordinator          Kate Soens – Board Recruitment Coordinator          Emma Penn - Public Policy Coordinator          Mia St. Clair - Accessibility Coordinator          Cassondra Jackson – Bylaws Coordinator          Lauren Nale – CE Approval Co-Coordinator          Kiah Atkinson- Student Conclave Co-Coordinator          Emily Harstad– Student Conclave Co-Coordinator          Ruby Loera – OTA SIS Coordinator          Piper Hansen – Academic Education SIS Co-Coordinator          Ruby Loera – Home and Community Health SIS Co-Coordinator          Ryan Thomure – Academic Education SIS Co-Coordinator          Joy Hyzny – Assistive Technology SIS Co-Coordinator          Monika Robinson – Home and Community Health SIS Co-Coordinator          Laura Carlos - Orthopedic &amp; Upper Extremity Rehab SIS Co-Coordinator          Alison Baker – Pediatrics SIS Co-Coordinator</p>

Rita Moore – Developmental Disabilities SIS Coordinator Frank Czuba– Administration and Management SIS Co-Coordinator Ashley Hettlinger – Pediatrics SIS Co-Coordinator	Maddy Nave - Mental Health SIS Co-Coordinator Ryan Thomure – Mental Health SIS Co-Coordinator Moiria Bushell – School-Based Practice SIS Coordinator Alexandra Wax – Neurorehabilitation SIS Co-Coordinator Katie Fierstein – Neurorehabilitation SIS Co-Coordinator
<b>Guests:</b>	

Topic	Notes	Action Items & Person Responsible
<b>Call to Order</b>	Beverly called the meeting to order at 9:02am.	
<b>Welcome and Introduction of New Board Members and Guests</b>		
<b>Roll Call</b>	See members/guests present above.	
<b>Approval of Minutes</b>	Motion to approve the August 17, 2024, Full Board Meeting Minutes. <b>(See attached)</b> Motion approved. <b>(MOTION 2025-02-01)</b>	
<b>President's Report: Beverly Menninger</b>	<ul style="list-style-type: none"> <li>Review of Strategic Plan</li> <li>Thank you to the Student Conclave committee, great success and a lot of students present.</li> <li>ILOTA Office space – not continuing use of space due to lack of utilization at end of March</li> </ul>	
<b>Advocacy and Legislative Affairs: Brenda Koverman</b>	<ul style="list-style-type: none"> <li>Lobbyist report from Brian Wojcicki <ul style="list-style-type: none"> <li>Reviewed updates on website, process, organized based on feedback of different areas of practices and level of importance</li> <li>Discussion of mental health bill and review role in mental health</li> </ul> </li> </ul>	Can send out an e-mail blast to educate on where to locate

	<ul style="list-style-type: none"> <li>More information can be found on <a href="http://ilota.org">ilota.org</a> website under Resources → Government Affairs → Legislative Updates</li> </ul>	resources to ILOTA members
<b>Director of Communications</b> <b>Report: Lauren Stone Kelly</b>	<ul style="list-style-type: none"> <li>Welcome to Stephanie Reichard as the new social media coordinator</li> <li>Welcome to Katie Little as the new blog coordinator</li> <li>Jan/Feb/Mar Newsletter is being edited now and will come out in March. Interested in being on the newsletter committee? Email <a href="mailto:communique@ilota.org">communique@ilota.org</a></li> <li>Website audit coming soon - meeting with President Menninger and Website Coordinator next week</li> <li>Consider writing for the blog!</li> </ul> <p>Are you an OT practitioner, student, or faculty member? We are looking for individuals and/or teams to contribute their knowledge, insight and perspectives to the ILOTA blog, <i>In The Now</i>, to inspire and connect with our Illinois the OT community! Whether you want to reflect on practice knowledge, experiences, projects, or advocacy efforts; spotlight resources; give practical advice to others; or provide a glimpse into student or faculty life - your voice matters! Highlight your unique perspectives, contribute to professional growth, and spark meaningful conversations in the field with an <i>In the Now</i> blog post!</p> <p>For blog submissions or questions, contact our blog coordinator, Katie Little, at <a href="mailto:ilotablog@gmail.com">ilotablog@gmail.com</a></p> <ul style="list-style-type: none"> <li>300 more members have followed on social media since Taylor Lerman has been in her role. Encouraging SIS committee promotion, working on obtaining social media e-mail for ILOTA, sending out student conclave photos soon and Stephanie will take over from now on.</li> </ul>	Jenn Lim, Bev, and Lauren to meet to organize website
<b>Director of Finance</b> <b>Report: Dalmina Aria</b>	<ol style="list-style-type: none"> <li>Financial Update  <u><b>Account Balances as of 2/20/25 10:00 PM:</b></u>            Checking: \$179,106.52            Debit: \$2,187.21            CD: \$5,354.22            Money Market: \$80,862.06            Total: \$267,510.01</li> <li>CE Report</li> </ol>	Full Board – Dalmina is asking to please share with 3 individuals among networks to recruit for the ILOTA Conference Chair or Co-Chair position

	<ul style="list-style-type: none"> <li>• Working on policy for capstone student projects and have a rubric, e-mail Sara Zera if you would like more information or feedback</li> <li>• Jen Summers is working with SIS groups to increase collaboration and communication as well</li> <li>• See website for upcoming CEU courses and please sign up!</li> <li>• CEU Survey got sent out this week, please complete to obtain feedback and suggestions about potential upcoming courses.</li> <li>• New CEU requirement “Cultural Competency Training” for license renewal this year.</li> <li>• Releasing required trainings for this license renewal cycle by this summer.</li> </ul> <p>3. ILOTA Conference Chair Search</p> <p>4. ILOTA Student Conclave Recap</p> <ul style="list-style-type: none"> <li>• The Student Conclave had 4 sponsors, 130 individuals registered, improved educational content built out this year and thank you to Dalmina and the committee</li> <li>• Jen Summers – Restarting Student Liaison Program in ILOTA – wanting a student from each program to be a liaison for the Illinois board.</li> <li>• Dalmina is creating a sub-committee to analyze finance and work towards financial goals</li> </ul>	<p>If you have interest in serving on the Conference Planning Committee please email Dalmina at <a href="mailto:finance@ilota.org">finance@ilota.org</a>.</p> <p>Lauren to post to promote about Student Liaison program when approved by Executive Board</p> <p>Jen Summers ask to Board – if you have ideas about cultivating interest in programs downstate, please give Jen Summers feedback/information</p>
<b>Director of Membership Report: Luther King</b>	<p>Membership report:</p> <ul style="list-style-type: none"> <li>• Actively analyzing membership data <ul style="list-style-type: none"> <li>○ Creative ways to retain members</li> <li>○ Financial support for members in need</li> </ul> </li> </ul>	<p>George and Luther continue to discuss trends of membership from the last 1-2 years to improve membership retention</p> <p>Luther welcomes feedback on Membership ideas</p>

	<ul style="list-style-type: none"><li>123 attendees at Student Conclave</li></ul> <table><tr><th></th><th>A</th><th>AV</th><th>AW</th><th>AX</th></tr><tr><th>1</th><th>Category</th><th>Category</th><th>January 13, 2025</th><th>February 22, 2025</th></tr><tr><td>2</td><td>Admin</td><td>Admin</td><td>3</td><td>3</td></tr><tr><td>3</td><td>Associate</td><td>Associate</td><td>3</td><td>4</td></tr><tr><td>4</td><td>Honorary Lifetime</td><td>Honorary Lifetime</td><td>7</td><td>7</td></tr><tr><td>5</td><td>Multistate</td><td>Multistate</td><td>22</td><td>24</td></tr><tr><td>6</td><td>New OT</td><td>OT New Practition</td><td>122</td><td>119</td></tr><tr><td>7</td><td>New OTA</td><td>OTA New Practitio</td><td>28</td><td>27</td></tr><tr><td>8</td><td>OTA</td><td>OTA</td><td>76</td><td>76</td></tr><tr><td>9</td><td>OTA monthly</td><td>OTA monthly</td><td>22</td><td>21</td></tr><tr><td>10</td><td>OT</td><td>OT</td><td>618</td><td>623</td></tr><tr><td>11</td><td>OT Monthly</td><td>OT Monthly</td><td>89</td><td>86</td></tr><tr><td>12</td><td>Retired</td><td>Retiree</td><td>13</td><td>13</td></tr><tr><td>13</td><td>Student</td><td>Student</td><td>423</td><td>423</td></tr><tr><td>14</td><td><b>TOTAL</b></td><td><b>TOTAL</b></td><td><b>1426</b></td><td><b>1436</b></td></tr><tr><td>15</td><td>Difference</td><td></td><td>-39</td><td>10</td></tr></table>		A	AV	AW	AX	1	Category	Category	January 13, 2025	February 22, 2025	2	Admin	Admin	3	3	3	Associate	Associate	3	4	4	Honorary Lifetime	Honorary Lifetime	7	7	5	Multistate	Multistate	22	24	6	New OT	OT New Practition	122	119	7	New OTA	OTA New Practitio	28	27	8	OTA	OTA	76	76	9	OTA monthly	OTA monthly	22	21	10	OT	OT	618	623	11	OT Monthly	OT Monthly	89	86	12	Retired	Retiree	13	13	13	Student	Student	423	423	14	<b>TOTAL</b>	<b>TOTAL</b>	<b>1426</b>	<b>1436</b>	15	Difference		-39	10	from all members. Please send any to his e-mail at lking3@govst.edu.
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Updates from SIS Coordinators and Committee Coordinators	<p><b>Lilian Chen-Byerley – JEDI SIS</b></p> <ul style="list-style-type: none"><li>JEDI SIS Cochair is still needed</li><li>Tech assistance</li></ul> <p><b>Bridget Hahn – Community Outreach Coordinator</b></p> <ul style="list-style-type: none"><li>Community outreach committee is currently seeking volunteer mentors and mentees for our Pre-OT Mentoring program. Please share with any prospective OT/OTA students or practitioners or current students interested in mentoring. Details can be found <a href="#">here</a>.</li><li>Gail Fisher shared that ILOTA Pre-OT mentorship program is being presented at AOTA conference, and it was promoted on an AOTA CommunOT post.</li></ul>																																																																																	

	<p><b>Samantha Holzschu and Kyra Bariller – Sensory Integration SIS Co- Coordinators</b></p> <ul style="list-style-type: none"> <li>• We recently hosted our first journal club for 2025 on Sunday, 2/16 at 6pm discussing interoception. This included reviewing several articles posted under our page on the website, discussing the work of Kelly Mahler, and podcast and episode recommendations. We had 8 attendees join including us. We are hoping to increase the rigor of our journal club with the use of the AOTA journal club guidelines.</li> <li>• Our next journal club is scheduled for 5/18 at 5pm and the proposed topic is auditory sensitivity and therapeutic listening procedures. We are planning to review several articles to cover multiple protocols that are available on the market.</li> </ul>	
<b>Secretary Report: Samantha Smith</b>	See old minutes posted on the ILOTA website. Thank you for sending your agenda items, please continue to submit to me prior to meetings so that I am able to send out the agenda in a timely manner for everyone's review.	
<b>Other Business</b>	<p>George reports that the CE Approval Coordinator position will be open in March – Lauren Nale is currently in this role and will be stepping down</p> <p><b>Note:</b> ILOTA Website has the Board Roster with contact information and e-mails</p> <p><b>Lillian Chen-Byerley –</b></p> <p>Discussed ILOTA's stance/position on current programs being affected by political changes and recommends taking action by making a public statement to be clear on what our association's values are pertaining to inclusivity.</p> <ul style="list-style-type: none"> <li>• The Executive Board will discuss next steps with a focus on ensuring proper representation of entire association.</li> </ul> <p><b>Phyllis Hughes -- ILOTA Fieldwork Program</b></p> <ul style="list-style-type: none"> <li>• Had first student since pandemic</li> </ul>	<p>Lauren Stone will accept board member statements, ideas, and thoughts about ILOTA's role and responsibility regarding federal administration policy changes and bring to the Executive Board for upcoming meeting.</p>

	<b>Gail Fisher</b> – Awards Committee will be meeting in March, announcement by May 1 <sup>st</sup> . End of August is nomination period.	
<b>Next Full Board Meeting</b>	May 17 <sup>th</sup> , 2025	
<b>Adjournment</b>	Motion to adjourn the meeting. Adjourned at 10:34AM. <b>(MOTION 2024-02-02)</b>	

Minutes prepared by Samantha Smith, ILOTA Secretary