

ILLINOIS OCCUPATIONAL THERAPY ASSOCIATION EXECUTIVE BOARD MEETING AGENDA/MINUTES July 17, 2023 * 7:00 pm * Location: Zoom Call

Members Present	Members Present for a Portion of Meeting	Members Absent
Beverly Menninger – President		
Anne Kiraly-Alvarez – Director of Membership		
Dalmina Arias - Director of Finance-Elect		
Michelle Hanawalt – Director of Communications		
Brenda Koverman- Director of Advocacy		
Moira Bushell – Director of Finance		
George Buckley – Executive Director		
Robin Jones –Secretary		

Topic	Notes	Action Items &
•		Person
		Responsible
Call to order	Beverly called the meeting to order at 7:04 pm	n/a
Roll call	See members present above	n/a
Approval of minutes	MOTION: to ratify the email approval of June17, 2023 ILOTA Executive Committee	n/a
	Meeting Minutes Motion carried. (MOTION 2023-07-17)	
Presidents Report	 Working on budget and conference budget with Executive Committee 	
Beverly Menninger		
Advocacy Report	N/A	
Brenda Koverman		
Communication	• N/A	
Committee Report		
Michelle Hanawalt		
Finance Report	Moira presents:	

Moira Bushell	 discussion on Executive Director's benefits and salary discussion of proposed budget discussion of draft conference budget 2023 and conference rates (in-person and virtual) will vote on budget via email before August full board meeting MOTION: To authorize Director of Finance Moira Bushell to coordinate with Byline Bank the change in signatories to the ILOTA checking and savings accounts and add new Director of Finance Dalmina Arias and remove outgoing Director of Finance Moira Bushell, effective September 1, 2023. Motion moved and passed MOTION: To approve the Sponsorship and exhibitor package presented. Motion moved and passed. 	
George/Beverly	Elections deadline.	
Dalmina Arias	N/A	
Membership Update	114 people have responded to the membership survey.	
Anne Kiraly-Alvarez	Category July 21, 2023 Admin 3	

Adjournment	Motion made By Beverly to adjourn meeting at 8:17 pm, 2 nd by Anne. Motion Carried (MOTION 2023-07-17)		
Other?	Moira will be out of tow		
Secretary updates Robin Jones	N/A		
	Difference (from 6/6/23)	-1	
	TOTAL	1172	
	Student	415	
	Retiree	12	
	OT Monthly	54	
	OTA monthly OT	16 468	
	OTA	55	
	OTA New Practitioner	35	
	OT New Practitioner	94	
	Multistate	12	
	Honorary Lifetime	7	
	Associate		

Minutes submitted by Michelle Hanawalt, Executive Board Director of Communications