

## MAOT Board Meeting Minutes

October 12, 2023 6:30-8:00

**Board Present:** Michelle Savrann, Melissa Tapp, Brittany Adams, Karen Hefler, Kylie Brenneman, Alexis Morin, Lisa Boyajian, Susan Krikorian, Jan Hollenbeck, Casey Morle, Mary O'Donnell, Brij Maliya, Minna Levine

**MAOT Administrator:** Lisa Salemi

**Absent:** Daisy Reed, Jess Bauza de Garcia

Topic	Discussion	Follow-up Plan
<b>Minutes from 9/14/23</b>	Accepted by board	N/A
<b>Conference Update</b>	185 participants enrolled for conference so far! 23 vendors! 5 bronze and 6 silver.  Maine, NH and RI are now wanting to team up with MAOT for all conferences!  -ANY state association member can come to our conference for the discounted rate.	
<b>Annual Board Meeting</b>	Annual Business Meeting 11/9/23. Lisa Simonetti to attend. Invite Tay	
<b>Board E-Mail Accounts</b>	Look into the research and logistics on this. A task for this coming year.  Key positions for e-mails.  Costs to be discussed.  Explore what other associations do.	

<p><b>Policy Review</b></p> <p><b>SIG Task Group</b></p>	<p><b>Current Policies:</b> We charge per meeting for non-members.</p> <p>-Really need better consistency and social media presence.</p> <p>TARGET: SPRING</p> <p><b>Plan for managing records/distribution and awarding CEU's:</b> Michelle to put together an outcome for task group</p> <p><b>Task Group:</b> Brittany Adams, Minna Levine, Chair from each SIG</p>	
<p><b>Budget</b></p>	<p>Finances are stable</p> <p><b>Payroll:</b> Moving forward we are paying Lisa through "Paychecks".</p> <p>May be a financial gain!</p> <p><b>Taxes:</b> At accountant for 2022 and will be signed.</p>	
<p><b>Volunteer Rep</b></p>	<p><b>Membership Numbers:</b> 23 new members! 40 RENEWALS!</p> <p>Understand why some members don't want to re-join. Figure out a way to organize it all.</p> <p>Generate a website statement for benefits of membership/volunteering for site.</p> <p><b>Review Key Words:</b> Attachment was included for members.</p> <p>Testimony submitted for dry needling</p> <p>Letters to federal team re: telehealth</p>	

<p><b>Social Media</b></p>	<p>Send Kylie a pic and blurb for conference and postings!</p> <p>Any social media interactions/ideas are welcomed! Let's get this going!</p> <p>10/27 is WORLD OT DAY</p> <p>Keep people entertained/engaged!</p> <p>Linked In, Facebook and Instagram!</p> <p>Highlight areas of practice on social media during conference.</p>	
<p><b>Reimbursement Rep</b></p>	<p>Email sent to Daisy- she is in CA, she will look at having someone come on with her to teach this position.</p> <p>Advertise this role.</p>	
<p><b>APP</b></p>	<p><b>Plans to solidify application process:</b> Procedures and guidelines finalized. Working on a fillable PDF currently.</p> <p>2 weeks or sooner is the timeline for getting these completed.</p> <p>Google forms are easiest to collect data.</p> <p><b>Requests received/timeline:</b> 2 weeks (ideally)</p>	
<p><b>SIG Rep</b></p>	<p><b>SIG Activities:</b> More to come</p> <p><b>Number of Participants:</b> In process</p> <p>We need to look at what we charge</p>	
<p><b>Academic Rep</b></p>	<p>Survey schools to increase student rates/volunteering.</p> <p>Give a reason to want to participate.</p>	

	<p>Ex: Student loan or financial planning workshops, how to be successful as a student workshop, student only SIG</p> <p>IHP, BPU, QCC, WNE are schools' rep'd from the board members</p>	
<p><b>DESE Updates</b></p>	<p>IEP Improvement Project- train the trainers.</p> <p>Call for comments on IEP Technical Guide.</p>	
<p><b>Target Goal Setting for the Year</b></p>	<p><b>APP Implementation:</b> In process</p> <p><b>Adding SIG Groups:</b> Private Practice/Schools (we have one/etc)/Student only/Research/Older Adults (get it going)</p> <p><b>Membership:</b> Membership # Goal- Currently we have slightly over 400.</p> <p>Recurring payments. This may be a good thing.</p> <p>Target groups such as students and OTAs</p> <p><b>Membership Benefits:</b> Members Only section</p>	