

RIOTA Executive Board Meeting

Monday, January 5th, 2009

Present: Karen Morgenstein, Natalie Leland-Wiatrowski, Sue Higgins, Lori Cillino, Sue Lourenco, Susan Kobus, Rachel Vitello, Wendy Anderson, Trish McGee, Keri Kinniburgh, Lisa Edwards, Beth Horne

Meeting called to order by Karen Morgenstein, President of RIOTA, following the distribution of agendas.

I. Treasurer Report (Sue Higgins)

- a. Sue indicated that she did not have exact numbers due to her computer crashing. However, she did indicate that RIOTA has more money now from member dues.
- b. The lobbyist needs to still be paid
- c. Sue recommends that RIOTA hire an accountant
 - RIOTA is a non-profit organization but is not tax exempt.
 - If more than \$6,500 is profited, RIOTA is required to pay taxes
 - Due to the conference, this is a possibility
 - RIOTA's tax year is from June 30th to July 1st
 - Sue will research and contact potential accountants

II. Public Relations (Beth Horne)

- a. 20 out of 34 vendor packets have been mailed.
- b. Beth continues to work on contacting vendors. The following is a list of vendors in which Beth does not have a specific name to address the packet:
 - a. Beyond Play
 - b. Bioness
 - c. Dream Catchers
 - d. Independence Home Health (Trish will give Beth info)
 - e. Advance
 - f. PARI
 - g. People First
 - h. Futures
 - i. Lifespan
 - j. Sundance
 - k. Insight
- c. Beth requested that Rachel post on the website the vendor pricing list

III. Newsletter (Rachel Vitello)

- a. Deadline: January 15th, 2009
- b. Rachel requested the Special Interest Groups submit a write-up about previous events and upcoming events
 - Trish & Keri (Physical Disabilities) will send Rachel a write up ASAP

- IV. Reimbursement Update (Lori Cillino)**
 - a. Lori indicated that recently there have been no new updates or changes to reimbursement guidelines
 - b. Natalie added that RI is holding information hearings about community based Medicaid

- V. RA (Lisa Edwards)**
 - a. Lisa indicated that the RA meeting for 2009 has been cancelled for AOTA to cut costs. Instead, the meeting will be held online.

- VI. Rebuilding Together**
 - a. Jeanette will send an e-mail to members asking if anyone is interested in organizing this event
 - b. Natalie will send Lisa Edwards contact information
 - c. Natalie has not heard from the event organizers

- VII. Adult Disabilities Special Interest Group (Keri Kinniburgh)**
 - a. Dr. Guilmette, Neuropsychologist, agreed to present in early spring re: stroke in the young adult population
 - b. Susan Steiner indicated she is interested in presenting on cranio-sacral therapy. Trish and Keri will contact.

- VIII. Student News (Susan K., Sue L., Wendy A.)**
 - a. Rachel requested a “Student News” update for the newsletter

- IX. Conference**
 - a. Food (Lisa Edwards)**
 - i. No down payment is needed
 - ii. Final count is required within 24 hours of the conference
 - iii. Karen will check into refrigeration space for the afternoon drinks to be stored

 - b. Volunteer**
 - i. Student volunteers will gain free admission to the conference; OT practitioners will not
 - ii. Approximately 15 volunteers will be required
 - 1. Parking lot, 1 in each room, and 2 for food setup and cleanup

c. Certificate/CEU Process (Board)

- i. Karen will describe the process for obtaining credit for attending sessions during opening remarks
- ii. A form will be generated with all session options listed. As participants enter and exit a session, they must receive a stamp for proof of attendance.
- iii. Objectives for each session will be on this form
- iv. A general number count for each session will be available based on what sessions each participant registered for

d. Location (Karen)

- i. Karen is still researching a payment source for A&O Insurance
- ii. States are backing out of the \$400 agreement for insurance
- iii. NEIT may be able to cover any liability

e. Registration Forms (Meghan & Rachel) & Collating Party!

- i. They will begin generating the registration form
- ii. Will be posted online to view abstracts
- iii. Approximately 2-3 pages
- iv. Should be mailed by 1st week of February
- v. Karen & Natalie will be responsible for making copies
- vi. RIOTA Board members will help to collate! Karen will host a pot-luck collating party on January 31st at 10am at her house.
- vii. Directions to Karen's: 95 South to exit 3A (Rt. 112). Take the 1st right off of 112. This is Kenyon Hill Trail. Travel exactly 1.1 miles down the road. You will see a rock wall, do not go up the hill! Karen's house is set back from the road # 128 on the left side.

f. Cost

Category	OTR	OTA	Student (ID)
Early Member	\$90	\$90	\$25
Early New-member	\$150	\$140	\$25
Early Non-member	\$175	\$165	\$25
Late or Walk-in Member	\$130	\$125	\$30
Late or Walk-in Non-member	\$200	\$190	\$30