

SSO:USA BOARD MEETING MINUTES 10.03.25

Board Members Present: Sheama Krishnagiri (SK); Esther Huecker (EH); John White (JW); Beth DeGrace (BD); Doris Pierce (DP); Moses Ikiugu (MI)
Meeting started: 2pm pst

Issue	Discussion	Action
Approval of Minutes (SK)	Minutes approved	
Secretary Report (BD)	Discussion regarding the usefulness of Google Docs. This did not appear to facilitate the process, will continue with emailing minutes to Board. Archiving of information subgroup (Esther, Kate) have not met yet but plan to meet at the AOTA conference	Beth will bring information regarding archiving documents to the April meeting.
Conference Committee Report (EH)	<p>Kris Winston working on registration. Esther finalizing details on budget. Esther talked with Kate and felt the timeline for opening the registration by the middle of April will work out just fine.</p> <p>Budget is set. Toronto has a harmony tax, which may influence conference costs. The Canadian committee is coming up with some new numbers. Transportation between the Institute and London Hall for that Thursday will be a minivan that holds 23 people, open for a two hour period before and after.</p> <p>Betsy will have the SOP ready for April's meeting.</p>	Betsy will bring SOP to April meeting.
Treasurer Report: (EH)	Discussed budget and balance sheet. No concerns. For April, Esther will bring information about insurance. First contract for sponsorship has been received from USC. Registration for the conference will be open in Mid-April. Notice will go out to everyone.	
Research Committee (DP)	Research committee is working on the member survey and would like the board to contribute questions/topics to include on the survey. Membership committee will be addressing questions and forward to Doris and Bonnie. Would like feedback in the next	Feedback/ideas for questions/topics regarding the member survey are to be

of volunteers.

Brief discussion regarding announcement of volunteer positions and recruitment to the positions. Board will look at the leadership plan. Suggestion offered that maybe 10 minutes at the end of the business meeting, provide some background on the committees and/or offer some kind of informal meet and greet. Board decided to have the conference committee makes recommendations on the number of workers and the discounts.

The SSO-USA & AOTF work group for the research project on occupation in the curriculum is in place and Barb Hooper has been selected to lead the group. The target at the moment is to develop a proposal by December and send in grant proposals.

Discussion regarding governance issues and leadership plan generated ideas for discussion at our April meeting.

Sheama reminded the Board that John needs input on the strategic plan from each person/committee by April 19th so he can compile and present at our April meeting. It will serve as the starting point for our governance and leadership discussion.

Meeting adjourned: 4 pm pst

Ben DeRance

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