

**Occupational Therapy Compact Commission
 Finance Committee
 Meeting Minutes – October 1, 2024**

Name	Attendance	VOTES			
		Agenda	Minutes	FY25 Budget & Funding Requests	Adjourn
Danielle Ward	P	Y	Y	Y	-
Missy Anthony	P	Y	Y	Y	-
Vonda Malnikoff	P	Y	Y	Y	-
Renee Causey-Upton	A	---	---	---	-
Trent Gahl	P	Y	Y	Y	
Totals	5/5 Quorum Present	4/4 Motion passes	4/4 Motion passes	4/4 Motion passes	Adjourned via acclamation

Other attendees (non-voting)		
Name	Role	Organization
Nahale Kalfas	Legal Counsel	OTCC
Amanda Perry	Executive Director	OTCC
Shaun Conway	VP	NBCOT
Chuck Willmarth	VP	AOTA

Welcome/Call to Order

- D. Ward called the meeting to order at 1:01 p.m. CST

Roll Call

- A. Perry called roll; quorum was present (4/4 voting members)

Review and Adoption of the Agenda

- D. Ward reviewed the agenda and called for a motion to adopt the agenda.
- **Motion:**
 - T. Gahl motioned to adopt the agenda as presented.
 - M. Anthony seconded the motion.
 - All voted in favor; 0 abstained; motion carried.

Review and Adoption of the Minutes

- D. Ward reviewed the minutes from the previous meeting. No discussion or edits noted.
- **Motion:**
 - **T. Gahl motioned that the committee adopt the minutes amended.**
 - **D. Ward seconded the motion.**
 - **all voted in favor; 0 abstained; motion carried.**

Standing OTCC Finance Review

- Chair Ward reviewed the monthly finance statement for OTCC

FY25 Budget & Funding Request

- Chair Ward reviewed the draft budget for FY25 explaining the following components:
 - FY24 budget comparison – expenses and projections
 - FY24 carry over to FY25
 - FY25 line-item expenses and projections
 - AOTA and NBCOT contributions and commitments through FY25
 - Projected shortfall if no funding beyond FY25
- Members asked clarifying questions about the budget and anticipated future funding
 - Chair James and A. Perry are scheduled on AOTA’s Board meeting in November to request funding beyond FY25.
 - Chair James and A. Perry will request to meet with NBCOT’s ED in early 2025 to present an update and request funding.
- The FC discussed potential amounts to request for funding from each organization. In that discussion, clarifying questions were asked about current amounts and the projected shortfall.
- **Motion:**
 - **M. Anthony motioned to adopt the FY25 budget as presented and to request \$100k in funding from both AOTA and NBCOT for each FY26 and FY27.**
 - **T. Gahl seconded the motion**
 - **all voted in favor; 0 abstained; motion carried**

Questions and Public Comment

- Chair Ward called for public comments/questions.
 - None noted
- Next OTCC FC meeting is scheduled for December 3, 2024

Meeting Closure

- Hearing no further discussion, Chair Ward adjourned the meeting via acclamation.
- **Meeting adjourned at 2:04p CST.**