

## **2006 Annual Report from OOTA Secretary**

As OOTA Secretary I have attended and recorded minutes for four membership business meetings and nine Executive Board meetings. Membership meetings have been made available initially through the *Oklahoma Outlook* Newsletter and more recently on the OOTA web-site with a brief summary in the now downsized newsletter. Hard copies of all minutes are also kept on file.

As a member of the Executive Board I have participated in discussions projects concerning the direction of OOTA business and activities. These include:

- Seeking to involve a greater percentage of Oklahoma OT practitioners in the organization through surveying continuing ed. interests, adjusting member dues, and educating students.
- Financial challenges of the organization as membership roles decline, vendors sponsor more meetings, and dues are revised
- Events to promote OT in the community including OT month displays at Lowe's and school events to promote backpack safety
- Topics/speaker selection for continuing education events including Annual Conference.
- Reduction of frequency from four to three annual events to maintain quality and reduce expenses.
- Communication with AOTA through Oklahoma's representative
- Recognition of outstanding OT practitioners and supporters of OT
- Identification of candidates for some hard to fill board positions.
- Revision of communication through more web-site information and smaller newsletter mailings.
- Planning for AOTA 40<sup>th</sup> anniversary events including a continuing education cruise in 2007.

All of these activities are continuing.

Meg Smith, Secretary