

## 2023-2024 DOT(WA)Inc AGM Reports

### Annual Report

I'd like to start by thanking the committee members for all their hard work over the last year. With a few committee members welcoming babies to their families and a lot of littles in the lives of the committee members, we all have to balance life, work and DOT(WA). We have had nearly all the roles filled this year (which is the first time in a long time) with a crew of dedicated OTs, some who have been on the committee for quite a while now, with some new volunteers to breathe some fresh ideas and thoughts into the committee. Thank you to everyone who has volunteered their time to the committee, DOT(WA) literally would not operate with your input.

DOT(WA) has continued to have great success with our bimonthly PDs being held via Zoom, allowing for consistent and smooth running of these without having to worry too much about what has been happening. We will be sticking with this format for now and consider if we go back to face to face in the future. Thank you to Tom for finding such high-quality presenters for us each time.

Each year we evaluate the goals the committee set for themselves. Due to the late AGM after not reaching quorum at the first attempt meaning we had a short DOT(WA) year, then a committee full of very busy people, we have tried to get through as many of these as possible this year. Some of the things we have worked this year include:

- Creating and updating procedures
- Continuing to work on our newsletter and Facebook guidelines
- Updating the PD template
- Creating an updated library and organisation system
- Working on a student membership
- Big PD options (more to come soon)

This year we did not run any big PDs but are exploring options available. Due to the changing nature of PDs and so much being available online, we are looking at what we can provide that isn't already being provided and are exploring some options at the moment.

For our monthly PD, we have had a wide range of presenters from many different organisations yet again. Some of our presentations include:

- Understanding Suitability to Drive, by Chris Pearce
- Powered Mobility for Children, by Scott Langmead
- The OT role in SLD and insights into the services offered at Dyslexia SPELD Foundation, by Sarah Evans
- Feeding Difficulties and the OT Role, by the PCH Feeding team
- A neuro-diverse affirming approach to supporting children to develop emotional regulation skills, by Bella Martini & Tash O'Connor

The maximum capacity for our meetings is 100 people as per our subscription limit.

We continue to offer the DOT(WA) Clinical Project Grant throughout the year and with no limit to the number of grants offered per year. During the 2023-24 financial year we assisted with the finance of one Clinical Project Grant. This was by Berry Johnston for her project Prewriting: Efficacy of an Intervention

DOT(WA) also continues to sponsor student prizes for both Curtin and Edith Cowan Universities. This year we presented one ECU Award and two awards to Curtin students.

Again, I'd like to acknowledge the hard work of the Executive Committee. Everyone on the committee are volunteers and without their dedication and work, DOT(WA) would not be possible. And it isn't easy trying to balance our committee roles, work life and then our personal life. But thank you to everyone who has contributed this year.

On the DOT(WA) committee in 2023-2024, we had:

- Chairperson – Fiona Kemp
- Deputy Chairperson – Jacqui Hunt
- Treasurer –Ashlyn McFarlane
- Meetings Secretary –Caroline Kostrz
- Library coordinator –Louella Frost
- Membership Secretary – Isabelle Pontre
- Email Coordinator – Shani Mattison
- PD Coordinator (national/international PD) – Bella Martini & Tennille Archer
- PD Coordinator (bimonthly meetings) – Tom Burchfield
- Marketing – Kendra Sunits
- Website Coordinator – Isabelle Nash
- Research – Vacant
- Rural and remote – Katrina Lozyk
- Mentorship – Olivia Firth
- General members- Sam Johnson & Felicity Emery

Fiona Kemp  
DOT(WA) Chairperson

## **OT Associations Report 2023-2024**

Throughout the 2023/2024 fiscal year DOT(WA) has continued their relationship with the State OT Association as per the terms of the Memorandum of Understanding. WAOTA continues to advertise our PD and we offer discounts to WAOTA members on their DOT(WA) membership.

DOT(WA) deputy chairperson, Jacqui Hunt, attended the WAOTA AGM (in person) and continues to act as the point of communication between DOT(WA) and the state association. WAOTA continue to actively promote DOT(WA) meetings and PD events, and DOT(WA) are thankful for the ongoing collaboration between the DOT(WA) deputy chairperson and the WAOTA executive.

DOT(WA) also continues to collaborate with the national association Occupational Therapy Australia (OTA) and the WA division of Occupational Therapy Australia [OTA(WA)] have requested paediatric input into their divisional meetings, liaising with DOT(WA) on matters that impact paediatric practice. OTA held several meetings with paediatric stakeholders across Australia to produce the Capability Framework for Occupational Therapists working with Children, Young People and Families – a great resource that is now available on their website. OTA(WA) held a roundtable with all WA stakeholders, and this included a sundowner which was a great social event for Perth OTs to meet the OTA executive. The OTA Occupational Therapy Exchange was held in Perth this year and was a great success with over 800 delegates.

The deputy chairperson looks forward to ongoing collaboration with WAOTA and OTA, working together to connect with occupational therapists around Australia and share knowledge and resources with each other.

Jacqui Hunt  
Deputy Chairperson  
DOT(WA) 2023-2024

## **Membership Report 2023-2024**

There was a reduction in membership numbers for DOT(WA) in the 2023-24 financial year, with 171 registered members. Membership for the new financial year is well underway; please do renew or register if you have not yet done so.

Membership continues to be available to occupational therapists or occupational therapy students who currently reside in Western Australia, as per the constitution. Renewals for the new financial year have begun, and many members have been quite prompt with this. We continue to appreciate the patience of our members whenever there are any issues or delays with registering/ renewing memberships; thank you again for giving us time to resolve these as quickly and efficiently as we can.

New and renewing members are currently able to register at the price of:  
\$60 full price (including OTs and OT students); or  
\$55 if also registered with the WA Occupational Therapy Association.  
We are also in the process of introducing a student membership

Current members receive the DOT(WA) newsletters and emails, and are granted access to the membership sections of the website. They are also eligible for Mentor Connect; research grants; discounts to our PD events; the DOT(WA) library; to advertise private practice; and many other benefits throughout the year. Invoices for PD and for membership payments are available to all members via the website.

We are looking forward to another year of connection and growth within DOT(WA)!

Isabelle Pontre  
DOT(WA) Membership Secretary

## **Finance Report 2023-2024**

The 2023-24 financial year has seen a profit of \$4,656.07. This year's income has come from memberships and interest earned. No large PD's were completed during this financial year.

DOT(WA) continues to invest money into website maintenance and the continuation of our Vimeo account to allow for bi-monthly PD videos to be stored on the DOT(WA) website. We have continued our Zoom subscription to support facilitation of meetings and bimonthly PD's.

We continue to run most of DOT(WA)Inc's finances electronically. Electronic payments are preferred as these are less labour intensive, result in faster payments and banking and make account keeping easier. PayPal continues to be the easiest way to allow credit card payments. Although this incurs a small cost, the functionality and low cost makes it the best option available.

- Memberships remain the main income generator (\$11,730.00), with interest earned secondary to this (\$3,176.43)
- Continuation of our Vimeo account to allow bi-monthly presentations to be available on the DOT(WA) website in video format.
- DOT(WA) approved a research grant for the paper 'Prewriting: Efficacy of an Intervention' completed by Berry Johnston.
- A \$200 donation was made to ECU

Ashlyn Macfarlane  
DOT(WA) Treasurer

## Overview of 2023- 2024 DOT(WA) Finances

<b>OPENING BALANCE</b>	Cheque account (306-051 0195086)		\$19,637.25
	Telenet Saver (302-162 0409357)		\$232,186.50
	PayPal		\$1,849.23
<b>Total</b>			<b>\$253,672.98</b>
<b>CLOSING BALANCE</b>	Cheque account (306-051 0195086)		\$20,248.49
	Telenet Saver (302-162 0409357)		\$235,362.93
	Paypal		\$2717.63
<b>Total</b>			<b>\$258,329.05</b>
<b>INCOME</b>	Interest		\$3,176.43
	Membership		\$11, 730
<b>Total Income</b>			<b>\$14,906.43</b>
<b>EXPENSES</b>	PayPal Fees		\$257.89
	Refunds		\$220.00
	Website/IT, Survey Monkey, Zoom		\$2009.65
	Research Grant		\$2,520.00
	Insurance		\$3,064.00
	Bimonthly PD Gift voucher		\$550.00
	Award Gifts, Prizes & Donations		\$500.00
	Association Memberships		\$845.00
	Meeting Expenses		\$283.82
<b>Total Expense</b>			<b>\$10,250.36</b>
<b>TOTAL PROFIT</b>			<b>\$4,656.07</b>

## DOT(WA) Finance Three Year Comparison

3 Year Comparison			
<b><u>Income:</u></b>	<b>2023-2024</b>	<b>2022-2023</b>	<b>2021-2022</b>
Interest	3,176.43	\$1,909.24	\$115.11
Professional Development	\$0.00	\$0.00	\$21,636.08
Membership	\$11, 730	\$10,890	\$12,755.00
<b>Gross Revenue</b>	<b>\$14,906.43</b>	<b>\$12,799.24</b>	<b>\$34,506.19</b>
<b><u>Expenses:</u></b>			
PayPal Fees	257.89	\$202.99	\$1,228.46
Website/IT	\$2009.65	\$1,691.19	\$1,790.94
Library	\$0.00	\$84.74	\$581.99
Gifts/awards/prizes/donations	\$950.00	\$778.00	\$400.00
Insurance	\$3,064.00	\$3,042.00	\$2,794.00
Meetings expenses	\$283.82	\$154.00	\$384.98
Professional Dev. (excl PayPal fees)	\$0.00	\$8,370.42	\$4,594.70
Clinical Project Grants	\$2,520.00	\$2,308.41	\$0.00
OT Week	\$100.00	\$150.00	\$150.00
OT Association Memberships	\$845.00	\$865.00	\$1,189.00
Refunds	\$220.00	\$0.00	\$0.00
<b>Gross expense</b>	<b>\$10,250.36</b>	<b>\$17,646.75</b>	<b>\$13,114.07</b>
<b>Net Revenue</b>	<b>\$4,656.07</b>	<b>-\$4847.51</b>	<b>\$21,392.12</b>