



P.O. Box 179 ♦ Riverdale Station ♦ Bronx, New York ♦ 10471 ♦

www.NYSTRA.org

2013-2014 Annual Report

President 2013- 2014 Accomplishments

- Gave support to all Board members and communicated with membership
- Continued to support and work toward TR licensure
- Attended the ATRA annual conference and networked with professionals across the country

Worked with the board to complete the following goals

- Increase the number of colleges and students involved with NYSTRA
- Increase use of social media (NYSTRA.org, Facebook, etc.)
- Promote NYSTRA at more conferences
- Continue to work toward TR licensure
- Give support to all Board and NYSTRA members
- Increase member involvement (conference, Newsletter submissions, etc.)
- Re-evaluate NYSTRA awards and scholarships
- Have audit completed of the NYSTRA finances

2014-2015 President Goals

- Continue to support the efforts of TR Licensure in NYS
- Solicit a qualified individual to fill the role of President-Elect for 2014-2016
- Provide support to all Board Members
- Coordinate Board Meetings and communicate with the membership via email blasts and FB Postings

Work with the Board to collectively

- Publicize and hold one-day conference & training opportunities throughout the state
- Increase and retain membership including past board members
- Increase the use of social media
- Promote NYSTRA on many levels (in colleges/universities, state, regional, national conferences & events)
- Encourage increased participation of the membership (newsletter, conference, other?)

2013-2014 President Elect Accomplishments

- Supported the efforts of the board as a whole
- Oversaw Elections for 2014-2015 Board
- Solicited nominations for awards with awards to be given at 2014 Conference Banquet
- Published the 2014 NYSTRA Journal
- Provided support to Conference Co-Chairs as past role on the board

2014-2015 President Elect Goals

- Fill the office
- Work with and support the goals of the Board and President
- Solicit NYSTRA Membership participation in our organization
- Seek out and encourage Student Liaisons
- Support the efforts of TR licensure in NYS
- Examine the Award categories and determine if changes/new awards are appropriate

Treasurer 2013-2014 Accomplishments

- Maintained financial operations of NYSTRA
- Updated NYSTRA's security matrix systems
- Worked on the filing of appropriate tax information
- Work in progress revised bylaws and policies and procedures consistent with updated IRS mandates

2014-15 Treasurer Goals

- Work with new President on initiatives related to NYSTRA
- Work with Membership and PR Advocacy Board member on recruiting new members and offering NYSTRA sponsored workshops
- Continue to work on financial operations of NYSTRA

Secretary 2013-2014 Accomplishments

- Took the minutes for the NYSTRA board meetings in a timely manner
- Sent and handled NYSTRA correspondence as requested by the Board
- Contributed regularly to the newsletter and recruited other NYSTRA members to submit articles
- Ensured the NYSTRA website stays up to date working with appropriate webmasters and members of the Board. Actively continuing to archive NYSTRA history in hard copy binders and I visited NYSTRA's closet at NCTRC to become more organized

2014-2015 Secretary Goals

- Continue to handle responsibilities of Secretary
- Continue to assist/contribute to NYSTRA newsletter including providing support to the new Newsletter Chairperson selected
- Continue oversight of the NYSTRA website
- Continue to achieving NYSTRA history in hard copy

Past President 2013-2014 Accomplishments

- Provided support and advice to the President and the Board
- Continued to serve as NYSTRA's second representative at the Downstate Recreation Conference
- Worked on special projects as needed
- Continued to assist Secretary on achieving NYSTRA's history in hard copy form

2014-2015 Past President Goals

- Provide support and advice to the President and the Board
- Work on special projects as needed

Professional Development- Conference 2013-2014 Accomplishments

- Streamlined some of the registration process for conference by setting up PayPal
- From member survey, recruited 2 individuals that stated wanting to help with conference, and got them involved
- Secured dates/venue for 2015 conference
- Got all sessions (minus 2 student sessions) Pre-Approved for CEU's through NCTRC

2014-2015 Professional Development- Conference Goals

- Continue streamlining registration process for conference by having a fill-in form created for everyone (not just those that are paying using PayPal)
- Recruit 2-3 different members and have them play a more active role in helping with conference
- Get conference sessions pre-approved through NCTRC
- Secure dates/venue for 2016 conference
- Work on getting possible sponsorships for conference

Professional Development- Conference Upstate 2013-2014 Accomplishments

- Assisted Hutchings Conference Coordinator on getting some speakers

2014-2015 Professional Development- Conference Upstate Goals

- Provide more One day and half day educational opportunities in the upstate and Western NY regions

Professional Development- Conference Downstate 2013-2014 Accomplishments

- Served on the Downstate Conference Committee, and provided input regarding Therapeutic Recreation sessions for the conference
- Assisted with merchandise sales and membership at the Annual Downstate Conference at the Westchester County Center in November 2013

2014-2015 Professional Development- Conference Downstate Goals

- Serve on the Downstate Conference Committee and provide feedback on abstracts submitted for annual conference from a Therapeutic Recreation perspective
- Provide support to organizers of one-day or half-day workshop(s) in the downstate region
- Utilize NYSTRA newsletter and email on updates regarding Annual Downstate Conference and/or workshop(s) in the downstate region
- Work closely with NYSRPS on reporting and collecting conference revenue from Annual Downstate Conference to NYSTRA Board Members

Legislation/Advocacy/PR 2013-2014 Accomplishments

- Teamed up with membership to gain more students and graduates to join NYSTRA

2014-2015 Legislation/Advocacy/PR Goals

- To be able to add more students and other TR graduates to the NYSTRA family

Fundraising 2013-2014 Accomplishments

- Three new merchandise products offered at conference

2014-2015 Fundraising Goals

- Increase revenue via merchandise sales
- Add a page to the website for merchandise
- Clear out old merchandise and offer new products

Membership 2013-2014 Accomplishments

- Fully oriented and provided with guidance from previous Membership Chair
- Maintained consistent numbers of current members
- Maintained updated membership list
- Sent out timely emails for renewals and expirations to keep membership informed of their status
- Sent out email blasts in timely manner after receipt from various board members
- Sent out certificates in a timely fashion (upon receipt of application) to new and renewed membership
- Began work on cross referencing membership list with yahoo account contact lists (current/expired) (active)
- Corresponded professionally and with limited turnaround time with persons that contacted membership for information
- Brought to the attention of the Board-potential revenue loss with Organizational Membership Category
- Started ‘Think Tank’ with Publicity/Advocacy Chair on ways to both increase membership and enlighten the masses about NYSTRA

2014-2015 Membership Goals

- Strengthen the alliance between PR/Advocacy Chair and Membership as a means by which to
- Increase awareness of NYSTRA, increase membership and advocate for TR
- Maintain accurate membership list of current members
- Increase membership by actively recruiting professionals, associate and students
- Assist Executive Board with addition of on-line PayPal option for membership application
- Organize and Maintain accurate contact list for email blasts on yahoo account

Newsletter 2013-2014 Accomplishments

- Distributing the newsletter in a timely fashion, by or close to the 1st of the corresponding month
- Including articles from students
- Reaching out to other professionals not on the NYSTRA board for their article input
- Communicating with TR Licensure Committee to obtain seasonal updates re licensure in NY State

2014-2015 Newsletter Goals

- Continue to distribute the newsletter in a timely fashion, by or close to the 1st of the corresponding month
- Reach out to schools and their teachers to recruit articles from students
- Reach out to other professionals not on the NYSTRA board for their article input
- Continue to communicate with TR Licensure Committee correspondent to obtain seasonal updates re Licensure in NY State
- Maintain strict deadline for articles to be due (the 5th of the prior month)
- Stay current with upcoming conferences and other info like that, including it on the last page