

ICRID Board Retreat

January 29, 2005

JMCC

Attendance

Judy Cain Nancy Young Vera Masters Dave Calvert Mary Riccius Tony Myers Ayanna Clayton Stephanie Hirschler Dolanda Young Randy Nicolai
Absent: Barb Cain, Christine Krock & Beatrice Pfaff

Interpreters: Lynn Frye, Lisa Moster, and Kathy Roche
Judy called the meeting to order at 9:18 am.

Approval/Correction of Minutes

October 2004 and December 2004 ICRID Board Minutes corrected and approved.

Motions

Treasurer's Report

October	--	Beginning balance --	10,456.21
		Income --	1,725.00
		Expenditures --	5,592.68
		Ending balance --	6,588.53
November	--	Beginning balance--	6,588.53
		Income--	5,516.90
		Expenditures--	3,837.36
		Ending balance--	8,268.07
December	--	Beginning balance--	8,268.07
		Income--	12,411.00
		Expenditures--	12,715.78
		Ending balance--	7,963.23

Saving Account Balance--

Region III Savings Account — \$8,886.32
ICRID Savings Account ----- \$ 2,882.23

Committee Reports

2005 Annual Conference:

- October 13, 14, 15, 2005 (Thursday pm – Saturday pm) in Richmond Indiana
- First ever joint conference between IAD and ICRID
- 4 chairs (Nancy Young, Dave Calvert, Ellen Marshall, Tabitha Byrum)
- Thursday evening will be voicing workshop for seasoned interpreters and "How a Deaf Child Thinks"
- Friday am – ICRID annual meeting & elections with concurrent workshops then workshops all afternoon w/luncheon keynote -- entertainment – Leslie Warren and Keith Vinci – DJ dancing
- Saturday am – IAD board meeting / elections with concurrent workshops then workshops in the afternoon
- Saturday evening – banquet and Miss Indiana Deaf pageant
- Focus of the conference – Theme: When Two Become One
- Will have workshops for both Deaf community and interpreters – trying to fit both

needs

- Interpreters are arranged
- Most of the presenters are arranged – waiting for contracts to come back
- Plow Shares – organization that may be willing to sponsor – Mennonite, Anabaptist, etc. They give money for cultural diversity, etc. Dalonda Young needs to check into that
- Grant writing needs to be 50/50 from ICRID and IAD. Could we have representation from both boards involved in grant writing? Dave will check with IAD board at the next meeting.
- Randy Nicolai and Susan Hocker (both treasurers) will set up a separate savings account for the 2005 ICRID/IAD Joint Annual Conference.

ASR – ICRID Members-at-Large are planning the 2005 ASR. Vera Masters is the chair this year.

- Asked Marsh Supermarket for donations
- Planned for April 1-2, 2005
- Julie Armstrong working on Deaf/Hearing interpreter workshop working together as a team
- Workshops and entertainment
- ICRID Board to donate one case of soda or water
- Presenters want - \$200 each. The ASR Committee will make the final decision on what the stipend will be for presenters.
- Theme: If the Shoe Fits, Wear It.

Awards & Scholarships – Dave Calvert, Chair

- Marvin Marshall Scholarship available for Spring and Fall.
- ICRID Awards will be determined for Annual Joint Conference later this year.

Bylaws – Antonette Needham, Chair

- Judy announced the birth of Antonette's son on January 9th.

Fundraising – Dave Calvert & Dalonda Young, Co-Chairs.

- Judy reports that RID is willing to send RID membership applications to ICRID members and ICRID receives RID bucks for ICRID members who become RID members. ICRID would get 25% of the dues collected. Randy will send labels to RID Office.
- Dave Calvert, Dalonda Young, and Stan Miles will write grants for 2005 ICRID/IAD Conference.
- Dalonda attended grant-writing workshop and is on the LaGrange Community Foundation Board.

IAD – Report by Dave Calvert

- IAD is involved with a political situation and are taking action at the state level. Most involves InTRAC and how it is run and managed. David Geeslin is running the project
- Next board meeting is March 12th at ISD and will get an update
- Will discuss the joint conference
- Looking for nominations for November elections

Membership – Randy Nicolai, Chair

- 147 -- individual members,
- 5 -- organizational and
- 55 -- lapsed members w/ 1 organizational lapsed.

Newsletter – Nancy Young, Chair

- Concern about print quality of the newsletter (KINKOS) Pictures quality is in question
- Nominated INSIGHTS for RID Silver Scribe Award
- ICRID Application form changes for newsletter.

PDC – Carrie Westhoelter, chair.

- No Report

Ways & Means – Bob Canty, Chair

- ICRID Credit Card application discussion that was referred to the committee.
- Audit to be scheduled

Website – Nancy Young, Chair

- Myron Yoder has a suggestion of ICRID website newsletter.
- Add categories for ICRID Committees and ITPs.

OLD BUSINESS

Region III Conference update -- books not closed yet, still waiting for committee final reports to come in. Randy Nicolai has all the time he needs to account for every penny. We have paid back the full \$57,000 to RID. We currently have approx \$8,000 in the Region III account. When the books are done, the 60/40 split will happen. Dave will put all the files, reports and everything on a pin-drive and give it to Cassie for Region III 2006. We have made a profit. Our original budget was \$91,000 but increased to over \$101,000 at the end due to increased attendance. It was a great event.

DHHS Liaison – There are political changes and uncertainty as the newly elected governor is making changes on the state level.

Sam's Club Card transfer – We need to transfer Carrie Westhoelter's name on the account to Nancy Young. Nancy will take care of name transfer and report at next meeting.

Ad Hoc Committees: ICRID Historian: Holly Miles -- Committee will consist of Linda King and Judy Cain. Any one else interested in serving on this committee, contact Judy.

ICRID T-shirts: (BLUE) We still are receiving requests for this color of t-shirts – so we will order 5-medium, 10-Large and 10-XL plus enough to cover the current order (roughly ½ dozen). We will also order Polo-shirts for new board members.

NEW BUSINESS

1. **2005 ICRID Board meeting schedule:** All meetings will be at ISD in Beatrice's classroom unless otherwise noted. Each meeting will be from 11:00 – 3:00 unless otherwise noted.

February 19,

March 19, 10-2 pm.

April 23, Possible Bethel College trip -- Judy: Check on it.

May 21,

June 18,

July: No Meeting due to RID National Conference & (CODA Conference is last week of July in Las Vegas).

August 13,

September 10, Goshen College

October 1, Richmond Holiday Inn

October 13-15 IAD/ICRID Joint Conference and annual meeting – Richmond, IN

November 19,
December 3, late afternoon (COOL!)

2. **Second Annual Deaf Educators Conference.** \$75 for booth. August 2-3, 2005 at Hamilton-Boone-Madison Education Center. Add Educational Interpreter component to the conference. Dave and Judy are on the committee to help organize this event.
3. **ICRID RID Written Test study group for Indianapolis area.** Looking for volunteer facilitator. Vera is willing to help with this study group, but doesn't want to facilitate the group.
4. **Goshen Report:** Angela Allen and Sheila Yoder have been added to staff. News— Goshen students can now go to Jamaica (Summer 2007) through SST (Study Service Term) program. All Goshen ASL students take the Michigan QA and Illinois state ISAS tests and all Goshen students passed.
5. **Super Site** -- Southport High School is newest RID Testing Super Site.
 - Dave Calvert is the Site Coordinator and will ONLY handle scheduling and verifying candidate's paperwork. Contact him to schedule any testing – terp06@aol.com
 - Judy Cain, Glenn Carlstrand, Janet Beattie and Robert Frew are the site LTAs (Local Test Administrators).
 - Written test will be offered first weekend of June and December with the goal of being offered four times a year.
 - First CI/CT tests will be offered in March 2005.

Judy adjourned the board meeting at 11:45; we then had lunch.

The ICRID retreat began at 1:00.

ICRID BOARD RETREAT:

Purple Cards are passed out. No names. Write something about you that no one else knows. We then guessed who wrote each card. Helped to create group unity.

Judy had sent out some questions before the retreat. We discussed answers to those questions to help get us focused on board business.

Why are you on the Board?

What are your strengths and are you using them?

What goals do you have for ICRID and yourself, personally?

Do the members of ICRID benefit from you serving on the board?

Think about ICRID Committee assignments.

Ground Rules for communication

Please respond to all emails even if it is to say you received the information.

Please reply-to-all for all email discussions. Each board member needs to be privy to the dialogue.

Please check email every day (or at least once a week). Some topics are time sensitive and/or should not drag on for weeks if they can be resolved more quickly.

If an email has more than one question/topic, be sure to address all of them in your response.

If discussion becomes confusing to one or more board member, he/she can request that it be tabled until the next face-to-face board meeting. Our goal is CLEAR communication.

Please be sensitive to Deaf/Hearing groups and communication. Be sure to make communication accessible to all involved.

Please hold side conversations down. If it is important enough to say, it's important enough for ALL to know. Hold the comment until appropriate.

Please communicate what you are working on to at least one other board member. This will help us

maintain accountability. We all agreed we want to maintain accountability as board members.

Setting up accountability: Intent does produce results. If we intend to be successful, we will. Having measurable goals and someone to hold us accountable will help ensure success. We need to formulate measurable goals with each action item. Mary Riccius will send an example of an evaluation form of goals and results.

Committee Profiles: Handouts for Policy and Procedure manual (PPM). (Judy to send list to Dalonda for web page posting)

Annual Meeting: Nancy Young, Chair and Liaison

ASR: Vera Masters, Chair and Liaison

Awards and Scholarships: Dave Calvert, Chair and Liaison

Bylaws: Antonette Needham, Chair and Ayanna Clayton, Liaison

Fundraising: Dave Calvert and Dalonda Young, chairs and Dave Calvert, Liaison

Membership: Randy Nicolai, Chair and Liaison

Newsletter: Nancy Young, Chair and Liaison

PDC: Carrie Westhoelter, Chair and Tony Myers, Liaison

Ways and Means: Bob Canty, Chair and Randy Nicolai, Liaison

Dave suggests that ICRID form a Technology Committee. Tony will research duties and responsibilities of this committee.

Historical Committee: Holly Miles, Chair and Tony Myers, Liaison.

2004 ICRID Goals/Priorities:

We looked at what goals/ideas we developed at last year's retreat with Cindy Farnham and checked off things accomplished, then reprioritized for this year. Not all board members voted, but as soon as they do, we will add those votes into the totals to see where we need to focus our energies.

Appreciation Worksheets – People sometimes do not hear enough positive comments and can become discouraged, so we spent some time writing what we admire most about each other.

Judy adjourned the retreat at 5:30.