

ICRID Board Meeting Minutes October 1, 2005

Welcome and Introductions: - **Attendance** -- Judy Cain, Nancy Young, Randy Nicolai, Laura Leffler, Ayanna Clayton, Christine Krock, Vera Masters, Tony Myers, Dave Calvert, Beatrice Pfaff. **Interpreter:** Kathy Roche.
Not in Attendance: Tracey Stack, Lindy Hedges, Erin Steen, Kathy Baumann

Judy called the meeting to order at 11:35am

Minutes: September minutes accepted by board as corrected.

Treasurer's Report: Submitted by Randy

No treasurer's report available due to technical issues

Randy would like the board to review the monthly reports prior to the annual meeting. He will distribute to board members via email.

Randy will follow-up on payment of Deaf Network sponsorship

Motions:

M05.10.01 – Christine Krock. Ayanna Clayton seconded.

Move **"to accept the September minutes as corrected"**. PASSED.

M05.10.02 -- Dave Calvert. Randy Nicolai seconded.

Move **"that ICRID places a full-page, 4 1/2" by 7 1/2 "** ad in the Archibald Memorial Home's Fall Gala program book for the amount of \$50.00" PASSED. Dave will design and send the ad.

R05.10.01 -- Submitted by ICRID Board of Directors. PASSED by email vote.

ICRID Resolution – **R05.10.01** Educational Interpreter Advocacy Committee

Whereas, There are over 1100 Deaf and Hard of Hearing students across Indiana being served by educational interpreters in the K-12 setting; and

Whereas, At the first annual Educational Interpreter's conference in 2005 a desire was clearly expressed for an organization to serve the needs of educational interpreters; and

Whereas, The Indiana Chapter of Registry of Interpreters for the Deaf (ICRID) is currently the primary professional organization in Indiana serving sign language interpreters; and

Whereas, ICRID's parent organization, the Registry of Interpreters for the Deaf (RID) has an active Member Section for Educational Interpreters; and

Whereas, ICRID's mission is to provide state and local forums and an organizational structure for the continued growth and development of the profession of sign language interpreting and transliteration of American Sign Language and English; and

Whereas, ICRID has the resources and the means to address the needs stated at the Educational Interpreter's conference; now, therefore, be it

Resolved, That the ICRID board of directors establish the Educational Interpreter Advocacy standing committee.

Submitted by
ICRID Board of Directors
Judy Cain, President
October 2005

Reports –Committee and others:

1. Annual Conference - (2005 IAD/ICRID joint conference)
 - a. **Registration** -- Nancy
 - 1) Nancy will designate support staff to the registration area.
 - 2) Christine volunteered to be present and support Nancy with registration.
 - 3) Nancy feels they need two or three registration tables.
 - 4) As of October 1st IAD has received 37 paid registrations and ICRID has received 52.
 - 5) At this date our current registration has satisfied requirement for the hotel contract.
 - b. **Conference Folders** – Nancy
 - 1) Nancy contacted Wayne County to get local attraction/restaurant brochures for the folders.
 - 2) Wayne County sent her a box of cards with local restaurant addresses/offers, and magazines with antique malls/activities to do and see.
 - 3) All other conference flyers are designed and waiting for approval from Deka.
 - 4) Judy will be making copies of information for the folders.
 - 5) The name badge holders are here.
 - c. **Presenters and Conference Schedule** - Dave and Nancy
 - 1) Dave reviewed schedule
 - 2) Several minor changes have been made.
 - 3) The contracts are being finalized.
 - d. **Hospitality Suite** – Nancy
 - 1) Nancy and Kathy Baumann have been working on leads from Meijer for donations.
 - 2) ICRID may need to go to Sam's to buy some items for the suite.
 - 3) Nancy, Tony, Randy and Dave will provide some coolers.
 - 4) Judy will bring cases of Pepsi and water
 - 5) Dave -- a case of Mt. Dew
 - 6) Christine -- Water, diet Pepsi, Coke, and Dr. Pepper
 - 7) Laura -- Water and Sprite
 - 8) Bea -- Water and Root beer
 - 9) Tony – Coke
 - 10) IAD members will bring snacks/munchies
 - e. **AV** -- Tony
 - 1) The plan is to set up each room with a combination of technical equipment.
 - 2) Sprint has generously offered to loan us an LCD projector.
 - f. **Program Book** -- Nancy
 - 1) Dalonda and Mike Reis will be printing the program book on Monday.
 - 2) Sprint is paying for the program book printing
 - g. **MDIP** -- No Report
 - h. **CEUs/Professional Development** -- Dave
 - 1) Dave and Carrie Westhoelter are working together for RID approval.
 - 2) All workshops have been RID approved.
 - 3) Deka will get EIC, IIC approval.
 - i. **Interpreters** -- Vera
 - 1) Vera is the Interpreter co-coordinator. Her assistant, Cynthia Van Manen has

- volunteered to interpret at the conference.
 - 2) There have been some interpreter changes to the interpreter staff.
 - j. **Presidential Reception** -- Nancy
 - 1) An individual from NAD will be attending the reception to update us on NAD activities.
 - k. **Silent Auction** -- Dave
 - 1) Jana Longfellow is concerned that ICRID has not been donating items for the auction.
 - 2) IAD's share of the proceeds will be donated to the Miss Deaf Indiana Pageant.
 - 3) Jana will work with Ayanna for more Auction items.
 - l. **Entertainment** -- Nancy
 - 1) Leslie Warren and Keith Vinci will be the Friday night entertainment.
 - m. **Fundraising** -- Dave
 - 1) So far we have \$14,000 in grants with Lilly's still outstanding.
 - 2) Sprint has donated another \$2000 to the conference in addition to monies already donated for the purpose of: A welcome banner, announcement board, master schedule, and announcements on the doors that indicate presenters.
 - 3) Sorenson has donated \$500.
 - 4) Boosters - IAD solicits boosters for fundraising for the conference. Dave was unsure what amount has been donated at this point.
 - n. **Exhibits** -- Dave
 - 1) Bob Canty is in charge of the Exhibits.
 - 2) We have six vendors signed on to date.
 - 3) A support staff will be posted at the ICRID booth to sell t-shirts.
 - o. **RID National Board** -- Nancy
 - 1) The board will arrive on Thursday and hold a closed session meeting on Thursday afternoon.
 - 2) Their meetings are scheduled for 9:00am to 5:00pm on Friday and Saturday.
 - 3) They invite members to attend board meetings as much as able
 - 4) They have arranged seating around the perimeter of the room so that guests can come and go as their schedule permits.
 - 5) They have not requested full-time support staff.
 - 6) A support person will be assigned to check in on the board at the start of each day and periodically throughout the day.
 - p. **Support Staff** -- Nancy
 - 1) Tracey will be the support staff coordinator
 - 2) Support Staff personnel includes, Kathy Baumann, Aimee McMahon, Alana King, Gretchen Kingsley, Nick Miller, Mary Roberts, Sandy Slabaugh, Allyon Hudnall, Ashley Brill.
 - 3) Rooms for the support staff have been arranged and confirmed.
 - q. **Decorations** -- Dave
 - 1) Dave is taking care of decorations consistent with the "wedding" theme
 - r. **Miss Deaf Indiana** -- Dave
 - 1) Joanna Witulski is handling the Miss Deaf Indiana pageant
 - s. **Financial Report** -- Randy
 - 1) Randy and Susan Hocker are taking care of the finances for the conference.
 - 2) They have been providing detailed reports to both groups for the conference expenses/income.
 - 3) Randy requested that both treasurers get final copies of the contracts.
2. ASR -- Ayanna
- a. Linda Hines has given Ayanna ISD's spring break schedule and indicated that the conference couldn't occur during that time.
 - b. Judy urged her to approach Linda again as this is the time we normally schedule ASR.

3. Awards and Scholarships -- Judy reported for Dave
 - a. Awards have been ordered and are ready for pick up next week.
 - b. Member of the Year has been selected and will be revealed at the conference.
4. Bylaws -- No Report
5. DHHS Liaison -- Dave

DHHS is working on CEUs for the conference
6. Fundraising -- no report
7. IAD -- Beatrice
 - a. IAD had a board meeting concurrent with ICRID's board meeting on October 1st
 - b. IAD has been working on budgeting for the conference
 - c. Bea will give an in-depth report when the annual IAD report becomes available.
8. ICRID Historical -- Judy
 - a. Judy has begun work in this area as our historical chair resigned
 - b. A document of past board members is in process; Judy would like input to fill in missing information.
 - c. She also has been compiling documentation from past conferences and past ASR's
 - d. Bea suggested documenting the first annual joint conference
9. Membership -- Randy
 - a. As of September 30th -- 6 organizational, 177 individual members; an increase of 7.
 - b. 32 lapsed since October 2004, 15 lapsed since March 2005.
10. Newsletter -- Nancy
 - a. The most recent newsletter was dedicated to information concerning the conference.
 - b. An electronic newsletter is still a possibility.
 - c. Andy suggestions or articles should be submitted to Mary Riccius or Nancy Young
11. PDC -- Judy
 - a. Carrie has been finalizing approval for IIC, RID, and EIC CEUs.
12. Satellite Reports
 - a. South Bend -- Christine -- there will be an Elizabeth Beldon workshop on October 22nd
 - b. Fort Wayne -- No report
 - c. Evansville -- No report
13. Super Site Report -- Judy reported
 - a. Testing is scheduled in October
 - b. Southport High School is purchasing a DVD player for the site
14. Ways and Means -- Randy
 - a. The committee has initiated the discussion on Paypal
 - b. They have received information about Paypal
 - c. The committee is still investigating the system

- d. Paypal has no fees for initiating the system
- e. There would, however be a 2.9% + \$0.30 fee for each transaction.
- f. They will continue discussion on this topic

15. Website --

- a. Dalonda has been corresponding with Treva Ullom from the Kansas Association of Interpreters (KAI).
- b. KAI shared ideas about how affiliate chapters set up online membership payment.
- c. This led to some discussion with Melissa Bowhay at RID about online payment.

OLD Business

Office Space -- No updates

Request to sponsor Bethel College ITP -- Judy Cain

Judy got some clarification

They were **not** asking for sponsorship of the ITP; it was for a single event.

They will be contacting us in the spring

Position Paper -- (Kathy Roche & Laura Leffler) Judy Cain

- a. This issue will be addressed more in depth after the conference
- b. Due to upcoming information from the state we believe that the information created will be out-of-date by the time it is published.

Credit Card motion -- Judy

- a. The board agreed that we should wait to apply until after the election
- b. The credit card will expedite future ICRID event planning.

NEW Business

Archibald Memorial Home --

The Archibald Memorial Home is sponsoring the annual fall gala November 5th in New Castle. They want to know if we'd like to place an ad.

M05.10.02 -- Dave Calvert. Randy Nicolai seconded.

Move **"that ICRID places a full-page, 4 1/2" by 7 1/2 "** ad in the Archibald Memorial Home's Fall Gala program book for the amount of \$50.00" Passed. Dave will design and send the ad.

State Agency Registration --

- a. Our registration with the state has lapsed.
- b. Currently the state is not recognizing us as an agency.
- c. Therefore we cannot place Inc. on our letterhead.
- d. In addition this may have legal ramifications for members serving on the ICRID board.
- e. Randy will follow-up on this issue.

Resolution for Educational Interpreters -- Judy

- a. Judy would like the board to establish a committee for educational interpreters.
- b. She plans to work on establishing a resolution towards this goal.

The meeting was adjourned for the board to tour the conference facility at 3:20.