

ICRID Annual Business Meeting

Sheraton Keystone Crossing, Indianapolis, IN
November 16, 2007

Conference Greeting and Announcements - Nancy Young, ICRID Vice-President

Lighting of the Unity Candle – Judith Carson and Myron Yoder

Standing Rules - Judith Carson, Holly Miles seconded.

AM07.11.01 – Move to approve standing rules as printed. **Passed.**

Official Quorum - Randy Nicolai - 15 credentialed out of 15 members attending.

Call to Order- Judy Cain, ICRID President, called meeting to order at 10:00 AM

State of Organization - President's Report by Judy Cain. Attached

Today I stand before you, the ICRID membership, for the last time as your president. It is bitter sweet for me, as I have greatly enjoyed serving you for four (4) years as president and as three (3) years as vice-president. At the same time I am excited to hand off the meat tenderizer and pickle jar to the next person who will lead this wonderful organization with his or HER own influence in accomplishing even more great things for ICRID. Each board and president throughout ICRID's history has left its mark on the organization and hopefully my presidency has left a positive impact – I guess time will tell.

This past year the ICRID board has worked very hard at accomplishing the goals we set at our retreat. Probably the #1 accomplishment for me personally is securing an office. I know you have heard about this before, but I am extremely proud to call G-42 our ICRID home. Many of you don't realize how much of ICRID's history has been lost over the years due to ex-board members not returning files, notebooks or other ICRID possessions as they leave office; we have lost major chunks (years) of our records. Now we can keep ALL of our belongings in ONE place. Having a strong partnership and relationship with ISD has helped make this goal a reality and I want to thank ISD and Dr. David Geeslin again for working with ICRID to make this possible.

Another board goal accomplished this year was an increase in membership. Our specific goal was to reach 275 members and we are not too far from attaining this goal. I am proud to let you know that we have been consistently growing and have over 250 members. I can remember a time when we had around 135, so we can be very thrilled with this.

We have been working to raise the standards in our profession by offering workshops throughout the year in many topic/subject areas (with this weekend included). Our CMP coordinator has approved CEU opportunities all year, all over the state that ICRID members can take advantage of often at a discounted rate.

We continue to reach out to Educational Interpreters in Indiana just as RID is doing on the national level. We are encouraging their professional growth and involvement in ICRID and RID as they become more and more recognized as the professionals they are. We have vowed to offer professional development opportunities for Educational Interpreters to assist them in meeting the requirements for the newly proposed standard.

While there have been many positives and great strides, I feel the need to share something that has not been as positive. This board has experienced a fair amount of burn-out throughout the year as evidenced by the empty seats you see up here. A board of 9 is down right now to 6. Our most recent being the treasurer which (I will speak more about that later). Many of the board members who have resigned had MANY things going on in their lives as we all do and they felt something had to "give" to ease their stress. None of us have been immune to this feeling, and unfortunately this is not a new "issue" or problem for us or any other non-profit volunteer organization. We haven't come up with a fool-proof solution to burn-out yet, but one thing that HAS TO happen is more membership involvement and buy-in to this organization. Your elected board does not have the energy, time, or resources to accomplish all that needs to be done by itself. What this means for the health of ICRID is the membership stepping up and helping serve on a committee, or website, helping with the newsletter, writing articles, helping with the ASR or annual conference, etc. There are large jobs (organizing presenters and interpreters for conference) and there are very small jobs (stamping and labeling). You can see

a list of the committees in their reports in your packets. Please choose an area where you can "give back" to your profession and your professional organization. The theme of the conference this year is "Innovation/Collaboration: Working Together Like Never Before". What better time for ALL of us to begin working together. No matter what your ability is or what your schedule allows right now to help out, we can find something to fit you. If you want to jump in with both feet and serve in an elected position, we need you. If you only have time and availability to help on a very small scale, we need you. Please don't think that the only way you can help ICRID or serve the organization is by being a board member. That is simply not true. I challenge each and every person to find something to do so we truly are working together.

I leave the board as president at the close of this conference and the new president will take over, but I would like to leave a couple more challenges for HER and her new board.

Have fun – if you can't have fun doing this work, you shouldn't be doing it.

Honor both your profession, friends and family as you serve – keep a balance or you too will experience burn out

Set your own goals as a board and work diligently to obtain them with membership involvement.

Continue to reach out to the Educational Interpreters across the state, so many still do not know ICRID or other professionals exist (sad, but true)

Work diligently to secure funding for ICRID events.

Continue to grow the membership both in numbers and involvement

Increase the participation from the Deaf Community in ICRID

I am confident in leaving ICRID in the hands of a capable leader (to be elected today). Thank you

Treasure Report: Judy Cain. Attached

In October, the 20th to be exact, Kathy Roche resigned as treasurer. This had been a long time coming I believe, but was made official on the 20th. We knew the stress level she was experiencing was terribly overwhelmed with life and as a result had noticed a trend of non-communication between the treasurer and the board during the last year or so. Because we as a board had a feeling that her decision was forthcoming, we developed a backup plan to have an interim treasurer to take us to conference. It was not possible for this organization to approach conference without a treasurer to keep track of all the income and expenses, so we agreed to our emergency plan – to contact Randy Nicolai to fill in until conference. We wanted someone who would require very little training and someone that we, the board, could trust. He thankfully agreed to the position. I want to offer my most sincere thanks to him for stepping up into this role. It hasn't been easy.

Once Kathy resigned and turned the files and records over to the board, we began the process of sifting through the records to see where we were in terms of the financial status. What we found was and still is somewhat frightening – unfinished/incomplete reports, multiple files and things filed as complete that were not complete, un-deposited checks from 2006, unpaid bills from June among the initial things we found. Some of your membership checks were among those not deposited.

According to our current bylaws **Article V Section 5.07**: the treasurer's responsibilities include: "Treasurer shall keep correct and complete records of accounts, showing accurately at all times the financial condition of ICRID", and "All funds of ICRID's coming into the Treasurer's hands shall be promptly deposited in some reliable bank or depository designated by the BOD", and "Treasurer shall furnish, at meetings or when requested, a statement of the financial condition of ICRID". These duties had not been fulfilled, even though the board requested specific information from the treasurer multiple times; we believe due to the previously mentioned "life" circumstances she was experiencing.

We quickly discovered that we would not be able to provide a full treasurer's report nor would it be appropriate to provide an incomplete report, until the financial records were

sorted out. Randy is in the process along with the board of sifting through the multiple boxes and files of records. As soon as it is possible to provide a complete report and accounting of our treasury, we will do so either by posting it on the website a separate mailing. If you would like to have a hard copy, you can provide me with your name and address and I will make sure you receive it, otherwise you can print it off of the website once it is posted.

I had a chance to sit down with Kelly Flores, the Region III Representative as well as some others, and ask for advice on how to handle this sort of dilemma with the treasury. We are doing the things suggested: 1) Kathy's name was removed as soon as possible from the Bank accounts as a safeguard. Currently I am the only one who has access to the money and that is both scary and comforting to me. At the end of this conference, your new treasurer and new president will be added to the accounts and my name will be removed as per protocol; 2) We are being open and transparent with you, the membership, about this situation; and 3) We are taking proactive steps to figure out the status of our accounts and information.

All this being said, at this time we DO NOT believe anything illegal has taken place; we have to trust that the treasury is okay, but has only been mismanaged, misfiled, however you want to categorize it in your mind. As of October 31st according to the bank statement that I was given from the bank, our main checking account had \$11,864.26 so it appears that we have the money we should have. Please rest assured that we will deal with whatever we find appropriately, and provide a full reporting to you. We will also seek a full external audit of the books as soon as we can.

If there are no questions, we will move to the next agenda item.

Old Business

Minutes from 2006 Annual Meeting

Some minor spelling and punctuation corrections were noted

AM07.11.02 -- Holly Miles, Kristina Riley seconded

Move to accept the 2006 Annual Business meeting minutes as corrected. Passed

Elections

AM07.11.03 – Judith Carson, Holly miles seconded.

To accept Ronda Bilz as President by acclamation. Passed

AM07.11.04 – Judith Carson, Holly Miles seconded.

To accept Carrie Westhoelter as Vice-president by acclamation. Passed

AM07.11.05 – Judith Carson, Carrie Westhoelter seconded.

To accept Kristine Riley as secretary by acclamation. Passed

AM07.11.06 – Judith Carson , Kristina Riley seconded.

To accept Randy Nicolai as treasurer by acclamation. Passed

AM07.11.07 – ICRID Board, Holly Miles seconded.

To accept Felisa Wilson as Member at large for the remaining 2 years of a 4 year term by acclamation. Passed

Greg Gantt was elected as Member at large for the remaining 2 years of a 4 year term.

AM 07.11.08 – Carrie Westhoelter, Kristina Riley seconded.

To accept Lori Cocks as a Member-at-large 4 year position by acclamation. Passed

AM 07.11.09 – Carrie Westhoelter, Kristina Riley seconded.

To accept as a Lisa Harmon Member-at-large 4 year position by acclamation. Passed

AM07.11.10 – Judith Carson, Carrie Westhoelter seconded.

Move that it be recorded in the minutes that the organization is grateful to Randy Nicolai for his assistance in resolving ICRID's financial situation. Passed.

New Business

AM07.12.11 – Kristina Riley, Holly Miles seconded.

Move to accept the 2007 ICRID resolutions as written.

R07.11.01

Whereas, the ICRID Conference committee has worked countless hours planning the 2007 Annual Conference in Indianapolis Indiana, and

Whereas, the committee has planned a wonderful line-up of workshops with fantastic presenters and working interpreters, and

Whereas, these people serving on the Conference Planning Committee are all volunteers, now, therefore, be it

Resolved, that ICRID Board and its membership offer heartfelt thanks and gratitude to Nancy Young and her Conference Committee for all the hard work to plan this conference.

R07.11.02

Whereas, the ICRID Annual Conference requires many hours of work behind the scenes to seem flawless to the participants, and

Whereas, the Conference Support Staff has provided many volunteer hours on site during the conference to help ensure the smoothness of the conference, now, therefore, be it

Resolved, that the ICRID Board and its membership offer a heartfelt thanks and gratitude to the Conference Support Staff and its Coordinator for all their hard work in helping ensure the success of this conference.

R07.11.03

Whereas, the ICRID Annual Conference traditionally offers workshops that are accessible to both Deaf and hearing participants, and

Whereas, the interpreting staff has provided highly professional interpreting services during all sessions of this conference, now, therefore, be it

Resolved, that the ICRID Board and its membership offer a heartfelt thanks and gratitude to the Conference Interpreting Team and their Coordinator for being among the best RID has to offer.

Meeting adjourned at 10:40 AM.

2007 ICRID Annual Committee Reports

Annual Conference – Nancy Young, chairperson

The 2006 ICRID Annual Conference & business meeting was held November 17-18, 2006 at the Fort Wayne Marriott. The theme of the conference was "Revving Up Your Professional Development: Turn Your Jalopy into a Hot Rod." We had over 100 attendees at the conference.

The workshops for this year's conference were by far the best we've had in years. There were over 13 workshops, the annual business meeting, the awards luncheon, the silent auction, and a great variety of exhibitors. I would like to thank all of our presenters and to our team of interpreters for all of their hard work during the conference. Also a thank you to Tracey Stack and her team of student support staff that did an awesome job taking of the details for us over the weekend.

I want to thank my great planning committee (Josh Garrett, Vera Masters, Dalonda Young, Ronda Bilz, & Tracey Stack) because without their help I couldn't have made it through all of the planning for the conference.

In closing I want to thank the Fort Wayne community for their support of our conference and making us feel welcome. I look forward to seeing everyone at the 2007 Annual Conference & Business meeting.

Annual Spring Retreat (ASR) – Ronda Bilz, chairperson

The 2007 Annual Spring Retreat was held at Kratzenberg Recreation Center (KRC) at Indiana School for the Deaf on the weekend of March 23-24, 2006. The theme was "ASL for ALL, ALL for ASL" and the weekend offered the following workshops: 'ASL as a Model Language' by Timothy Owens, 'ASL Sports Signs' by Daniel Pfaff, 'Sex, Slang, and Swearing Signs', by Beatrice Pfaff, 'Visual Gestural Accuity' by Beatrice Pfaff and '100 Ways of Numbering in ASL' by Nina Coyer and Karen Donah.

127 people attended. Bernie the Blab Jar raised \$1.00 in penalties for speaking and the Silent Auction raised \$267.00. The cost for registration Ranged from: Member – \$45.00, Non-member – \$55.00, Student member – \$25.00, Student non-member – \$35.00

We had several sponsors for the ASR. They included: Sorenson Communications, Sprint, Professional Services for the Deaf, Indiana School for the Deaf, Panera Bread, Einstein Bagels, IAD, Vincennes University ASL Program, Ball State University ASL Program, Carmel Flores Photography, and Ben Davis High School. This event couldn't have been as successful as it was without their support.

The feedback from presenters and participants was positive. Student volunteers from Goshen College, IUPUI, and Vincennes University were a great help. Lunch was delicious, catered by Panera Bread. The bottom line was revenue of \$4,200.00.

The 27th ASR is planned for March 14 and 15, 2008, at the Indiana School for the Deaf.

Awards and Scholarships – Dave Calvert, chairperson

The ICRID Awards and Scholarship Committee had a relatively quiet year in 2007. We had no applications for the Marvin Marshall Scholarship and no nominees for the Lester Stanfill Award. We did receive news that last year's Marvin Marshall Scholarship recipient, Sheila Yoder, did pass her EIPA performance test. She will now apply to RID to be recognized as a certified member. This continues the streak that everyone who has received this prestigious scholarship has become certified.

The Awards and Scholarship Committee did implement a new incentive this year. The incentive was aimed to the current ICRID committee chairpersons. The incentive states that any active ICRID committee chair would have his/her registration waived for both the Annual Spring Retreat (ASR) and the ICRID Fall Conference. This incentive was submitted to the ICRID Board and approved. This was a way our committee and the ICRID Board can thank each committee chair for the countless volunteer hours dedicated to the organization.

As our committee prepares for the ICRID Fall Conference, we will be responsible for getting the ICRID Board Awards. Member of the Year Award and the President's Award made and delivered to the conference. It is always a pleasure to acknowledge our members at our fall conference. It is the hope of the committee that we will have another Marvin

Marshall Scholarship candidate in 2008.

In closing, I plan to continue as Chair of the Awards and Scholarship Committee in 2008. It has been my honor to serve ICRID in this capacity. There are currently no changes in the committee members and all plan to continue in 2008 as well.

Bylaws – Antonette Needham, chairperson

Educational Interpreter Advocacy – Patti Wolff and Felisa Wilson, co-chairpersons

Fundraising – Dalonda Young, Chairperson

The Fundraising Chair is vacant since Leslie Pertz moved to Michigan.

Grant writing has been limited since ICRID does not meet many of the guidelines, thus the Annual Conference has had to rely upon the generous donations of sponsors and ICRID members.

The sale of the sport bags "Got ASL?" and T-shirts was steady at the ASR and Deaf Educational Conference. Two small orders were placed in 2007 for restocking.

ICRID Board decided in September to conduct a recycling fundraiser for certain used electronic devices. This can be turned into cash for ICRID.

Historical – Ronda Bilz, chairperson

- a. The Historical Committee is collecting historical items and information at our new office at ISD and discussing media options for archiving.
- b. Pat Molinder expressed a desire to be involved on the committee, as has Judy Cain when her term as ICRID president ends.

Membership – Randy Nicolai, chairperson

Newsletter – Dave Calvert, chairperson

The ICRID Newsletter Committee has produced the INSIGHTS newsletter on a bimonthly basis during the course of 2007 with the inclusion of a special educational interpreter issue this summer.

The INSIGHTS was submitted to our national office for consideration of the Silver Scribe Award, but that award was presented to the Virginia Chapter at the RID National Conference in San Francisco.

The November/December issue of the INSIGHTS is nearly ready to go to print.

As of January 1, 2008, a new editor will be installed for the INSIGHTS. Her name is Laura Leffler. She is currently receiving training from me and has received a copy of Microsoft Publisher from the ICRID President. She will assume the responsibility of publishing the January/February 2008 issue of the INSIGHTS and each bimonthly issue thereafter. I will

remain as a consultant for the newsletter until the new editor becomes totally comfortable in her new role and responsibility. It has been my pleasure to serve as the ICRID newsletter editor for the past year and a half.

PDC – Carrie Westhoelter, chairperson

Ways and Means – Bob Canty, chairperson

Website – Dalonda Young, Chairperson

Lynn Frye will begin training for the web page when software arrives.
A link for job opportunities was requested and has been well received.

Kudos to ONRamp in Noblesville for their wonderful customer service.

Until further research, the PayPal online form of payment for membership and registrations has been discontinued. When originally implemented, the board did so on a one (1) year trial.

As of Oct 28 there have been 5093 hits to our site

2007 ICRID Board Motions

March

M07.03.01 – Judy Cain, Christine Krock, seconded.

Move to approve December minutes. Passed.

M07.03.02 – Judy Cain, Christine Krock, seconded.

Move to approve January minutes. Passed.

M07.03.03 – Dalonda Young, Ronda Bilz, seconded.

Move to sponsor the 2007 season of the Noblesville Little League for \$300. Amended by Josh that \$300 will be recouped with special fund raising; the Board is in consensus. Passed.

M07.03.04 – Ronda Bilz, Josh Garrett, seconded.

Move to renew the Sam's Club for \$35. Passed.

M07.03.05 – Dalonda Young, Ronda Bilz, seconded.

Move to sponsor the 2007 Deaf Educator/Educational Interpreter (DE/EI) Conference for \$500. Passed.

April

M07.04.01 - Ronda Bilz, Nancy Young seconded.

Move that ICRID make 4 free registrations available annually for the Annual conference and the ASR to four ISD staff interpreters in exchange for the use of office space on IS campus. Passed.

M07.04.02 - Ronda Bilz, Nancy Young seconded.

Move to approve March minutes as corrected. Passed.

M07.04.03 - Kathy Roche, Nancy Young seconded.

Move to allocate (up to and including) \$50 for a gift for the outgoing RID President Angela Jones. Passed.

M07.04.04 - Nancy Young, Ronda Bilz seconded.

Move that ICRID allocate \$40 for 2 tables at PTCO day. Passed.

M07.04.05 - Ronda Bilz, Christine Krock seconded.

Move to order 30 more sports bags to be sold at various events.

Passed.

M07.04.06 - Ronda Bilz, Kathy Roche seconded.

Move to order additional T-shirts up to \$150 as a fundraiser. Passed.

M07.04.07 – Christine Krock, Kathy Roche seconded.

Move to donate to \$55 in honorarium for Pam Cole’s father who passed away. Passed.

M07.04.08 – Ronda Nancy Young seconded.

Move to sponsor an Indiana ITP student as a volunteer at the 25th Annual Deaf Youth Sports Festival in the amount of \$100. Passed.

Discussion: Ronda and Christine will draft and send the letter and selection.

May

M07.05.01 – Nancy Young, Ronda Bilz seconded.

Move to approve April minutes as corrected. Passed.

M07.05.02 – Ronda Bilz, Nancy Young seconded.

Move to have 2 tables at the IAD conference June 14-16.

Passed. M07.05.03 – Kathy Roche, Dalonda Young seconded.

Move to spend a maximum of \$50 on refreshments to be served prior to the ICRID July board meeting for the purpose of recruiting active participatory members. Passed.

June

M07.06.01 – Nancy Young, Ronda Bilz seconded.

Move to approve May Minutes as corrected. Passed.

M07.06.02 – Nancy Young, Dave Calvert, seconded

Move to purchase locks to secure ICRID materials in the new office. Passed.

September

M07.09.01 – Dalonda Young, Felisa Wilson seconded.

Move to approve June Minutes as corrected. Passed.

M07.09.02 – Ronda Bilz, Nancy Young seconded.

Move to approve July Minutes as corrected pending financial information added. Passed.

M07.09.03 - Dalonda Young, Vera Masters seconds.

Move that ICRID provide up to \$200 for Lynn Frye to take a web page class and /or purchase reference materials. Passed.

M07.09.04 - Nancy Young, Ronda Bilz seconded.

Move that ICRID sponsor the IAD Deafhood workshop for \$300. Passed.

October

M07.10.01 – Ronda Bilz, Felisa Wilson seconded.

Move to approve September Minutes as corrected. Passed.

M07.10.02 - Ronda Bilz, Felisa Wilson second.

Move to pay the RID CMP fees in the amount of \$150. Passed.

M07.10.03 - Ronda Bilz, Dalonda second.

Move that ICRID send a planter for Jerry Thixton not to exceed \$25. Passed.