

**ICRID Board Meeting Minutes – (Goshen)  
March 16, 2007**

**Welcome & Introductions – Attendance** ---> Judy Cain, Dalonda Young, Ronda Bilz, Christine Krock, Josh Garrett, Emily Ilehe, Laura Maust, Leslie Pertz.

**Called to Order** 7:40 PM Courtyard by Marriott.

**Minutes** – (December & January)

**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. Treasurer's**

**Report** – (December & January, February)

Checking account activity – **December 2006**

Beginning balance	\$ 10,001.74
Total outflow	\$ 3,271.95
Total Income	\$ 2,055.00
Ending Balance	\$ 6,929.79
Savings	\$
Marvin Marshall fund	\$
Koda fund	\$

Checking account activity – **January 2007**

Beginning balance	\$
Total outflow	\$BB
Total Income	\$
Ending Balance	\$
Savings	\$
Marvin Marshall fund	\$
Koda fund	\$

Checking account activity – **February 2007**

Beginning balance	\$
Total outflow	\$
Total Income	\$
Ending Balance	\$
Savings	\$
Marvin Marshall fund	\$
Koda fund	\$

Kathy proposed to have a set savings account for the Marvin Marshall fund and the Koda fund and recommends an operating balance of \$2,000 around the time of the ASR and the Annual conference.

**Motions** –

**M07.01.01** – Josh Garrett, Christine Krock seconded. (Discussion via email: voting during February meeting.)

**Move that ICRID establish a Northwest (NW) Satellite to address the specific needs of interpreters in this area of the state.**

**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.**

**Reports – Committee and others**

**Annual Conference** – Nancy Young, chair

2006 summary

1. Nancy submitted a nearly complete recapitulation form. She will meet with Kathy Roche for final numbers prior to the April meeting).
2. Despite some "glitches" the conference was a huge success based on evaluations.

2007 planning

1. No date has been chosen as of yet, but we can not use October 19-20 because another state within Region III has confirmed their conference that weekend.
2. Nancy is looking at November 9-10 or 16-17 in Indianapolis -- Dates will be confirmed by the next board meeting.
3. Negotiating with Hilton on N. Shadeland (Indianapolis) and with Holiday Inn (at Pyramids on Michigan).
4. Ronda has agreed to oversee the Silent Auction again this year.
5. Nancy is working on filling the Conference committee.

**ASR** – Members-at-Large, chair – Ronda Bilz

As of March 7<sup>th</sup> – 46 registrations; 20 dorm room requests.

As of March 14<sup>th</sup> – 70 registrations.

As of March 16 – 77 registrations.

If more than 135 registrations Ronda will be the back up presenter to make smaller classrooms.

Nancy and Ronda will meet with ISD and firm up the workshop room locations and pre-assign them.

Planning on approximately 30 per group.

1. Co-ed lounge – 8am–4pm; can have 2 classes simultaneously depending on size of group
2. MPR – 7:30am – 4pm Interpreter workshop
3. KRC – stage
4. KRC – lobby lounge
5. Caskey classrooms and gym
6. Pods

Costs/Charges we anticipate:

1. Co-ed Lounge – 8 hours @\$7.50/hr = \$60
2. KRC – 27 hours@ \$5.00/hr = \$135
3. Dorm Supervisor – 4 hours @\$25/hour = \$100 (Fri/Sat 4-6pm)
4. Tables from State Fair – 25 tables & 200 chairs -- \$5.00
5. Dorm rooms – 10 rooms @ \$10/room = \$100
6. Apartments – 2 @ \$7.00 = \$14
7. Total – pre ASR ----- \$414 (payable to ISD)
8. Key deposit for dorm rooms – 10 rooms/2 Apt @ \$20 = \$240
9. Key deposit will be a separate check and will be returned to us on Saturday 4pm

FYI – beginning in 2008 – refundable deposit required at time of application – min \$100. The deposit will be returned after the end-of-event inspection of facility.

Nancy will be putting packets together, with the schedule being put in last due to possible last minute changes.

Workshop descriptions and presenter biographies are ready to be printed – should 100 copies be enough?

Student liaisons and volunteers – Ronda is coordinating their jobs/assignments.

**Presenters** are as follows:

1. Nina Coyer/Karen Donah – 100 Ways of Numbering in ASL (beginner/intermediate) – 2 sessions.
2. Daniel Pfaff – Sports Sign – ASL Aerobics (beginner/intermediate) – 2 sessions.
3. Beatrice Pfaff – Sex/Slang/Swearing Signs (intermediate/advanced) – 1 session.
4. Beatrice Pfaff – Expressing Yourself -- VGC (intermediate/advanced) – 1

session.

5. Tim Owens – ASL as a Model Language – Part 1 & Part 2 (interpreter) – 2 sessions.

**CEUs** are pending via Carrie Westhoelter and Deka Oliver – up to .45 CEUs

**Decorations:** following the theme “ASL for ALL and ALL for ASL” – 3 Musketeers / Renaissance era decorations.

**Food:** trying to keep as cheap/low cost as possible. Deka and Andy Leffler will shop on March 23<sup>rd</sup> for food.

1. Sprint is providing \$500 towards food.
2. Board members need to bring 1 case of pop or water.
3. \$5.50 a person for lunch? Box Lunch will be from Panera Bread.
4. Can we pick up Starbucks leftovers on Thurs, Friday for Saturday morning – checking several locations.
5. Kathy has decided on what food we will have, just waiting on final numbers to order.

**Audio/Visual:** John Sachs (new AV committee chair) is working on gathering all equipment needed.

1. We have loan of 4 LCDs/laptops (2 from VU, 1 from IAD, 1 from BSU, 1 from John Sachs)
2. Erasable board from IAD if needed.
3. John will set up Friday evening and Saturday morning.

**Entertainment:** Mike Holman was originally scheduled for Friday night, but due to family obligations, had to back out.

1. Vera is planning icebreaker activities and entertainment for Friday.
2. Andy Leffler will speak briefly.
3. Deka will make power point for Saturday afternoon lunch/break time – Ronda is sending the logos of sponsors to project.
4. Vera will have an ASL activity for lunch break.
5. Peter cook is in Indy so Ronda will ask Nancy to contact Peter and ask him to come to the ASR after his show.

**Raffle/Silent Auction:** Donations are coming in.

1. 13” TV, \$125 gift certificate for photo session (Carmel Flores), ABC poster, smaller items (baskets, candles, etc).
2. Please bring any and all items/donations Friday afternoon before registration.

**Fundraising:**

1. Sorenson -- \$500
2. Sprint -- \$500 for food
3. Professional Interpreters for the Deaf (PID) -- \$200

**Awards & Scholarships** – Dave Calvert, chair (board liaison – Judy Cain)

Wording has been changed in Scholarship and Award verbiage to include EIPA with all other Certification tests – namely Marvin Marshall Scholarship.

**Bylaws** – Antonette Needham chair (board liaison – Josh Garrett)

No report

**DHHS Liaison report** – Judy Cain

No report

**Educational Interpreter Advocacy** – Patti Wolff, chair (board liaison -- Judy Cain)

Committee met 2-17-06.

Committee set goals for 2007 – The main focus is on educating School Administrators / school systems with focus on EI skill development.

Pat Molinder developed a flyer/brochure to put in the ASR packets defining an Educational Interpreter and advertising the Yahoo Group.

**Fundraising** – Leslie Pertz, chair (board liaison -- Dalonda Young)

Dalonda will bring t-shirts on Saturday to the workshop – has this invoice been paid?

CIF has not given us a decision on black-out dates for conferences.

Leslie plans to blanket the state with requests for donations of office supplies/equipment.

ReStore – (Habitat for Humanity stores) Leslie found computers, office furniture and copiers at LOW prices; some need TLC, but we could outfit an entire office for around \$200. She will do some more research and get back to us. Timeline: 2-3 months for research and possible purchase.

Meijer Scripts Account – Meijer pays a percentage of sales to education organizations. If we could negotiate with a school some bartering options. Timeline: 1-2 months for start-up, then on-going.

1. Judy suggests this may be a creative way to work with ISD with the Meijer program. Can ISD be this since ISD is a state school?

Matching gift programs/donations from members. Some companies will match donations of employees to 501(c)(3) organizations. Timeline: 6 months for research

Gift registry for ICRID – we could set up gift registries at Target, Meijer, Wal-Mart, etc and ask ITPs, members, agencies etc. to donate items to ICRID that we need. Timeline: 3-4 months for registry and generating letters/advertising to membership and organizations.

ID Matters: Leslie will bring camera to ASR and offer ID Matters for people as fundraiser.

1. Send out to the list serve and web site to notify the membership.

Possible committee members: Cathy Curtis, Debbie Lakie, Lorinda Campbell, Ronda's family.

**IAD** – Deka Oliver

No Report

**ICRID Historical** – Ronda Bilz, chair

Interesting fact: 1995 ASR had 18 presenters, no CEUs, workshops were 1 hour long.

Ronda will put out a call for some more detailed ASR history like this in the next newsletter.

**Membership** – Randy Nicolai, chair (board liaison – Josh Garrett) a. No Report

**Newsletter** – Dave Calvert, chair (board liaison – Judy Cain)

Newsletter was mailed February 28<sup>th</sup> and all members should have their copy.

**PDC** – Carrie Westhoelter, chair (board liaison – Josh Garrett)

No Report

**Satellite reports** –

**South Bend** – Angela Myers (Christine Krock) No Report

**Fort Wayne** – \_\_\_\_\_, (Ronda Bilz) No Report

**Evansville** – Sherri McGannon (Ronda Bilz) No Report

**Super Site report** –

Bethel – (Christine Krock) No Report

Southport – (Judy Cain) No Report

**Ways & Means** – Bob Canty, chair (board liaison – Kathy Roche) No Report

**Website** – Dalonda Young, chair

Dalonda made the suggestion of soliciting sponsorship for website. Leslie Pertz differed with the following comments:

1. May not be a good idea unless the sponsor doesn't want exclusive control over content.
2. ICRID wants to maintain control over content.
3. Does this limit our ability to obtain other sponsorships?

Dalonda wants to explore the idea of adding buttons to the website that allow us to collect a percentage of sales made at another website.

1. Ex. -- Amazon pays 4-10% of total sales. ICRID could attach several buttons to generate revenue.
2. Ronda suggested to investigate the web site "adsense".

Dalonda is feeling unsure of her abilities to maintain the website adequately due to her experience and knowledge.

**Student Liaison** – (board liaison – Vera Masters)

Goshen –

1. Deaf Magician in April. Tickets \$3 and \$5.

2. 14 students and 2 advisors are going to Jamaica for mission trip.
3. March 17 workshop starts at 8:00. Emily will do registration.
4. Coffeehouse is March 22 and Ella Mae is presenting March 31.

Bethel –

1. Musical will be interpreted.
2. 9 seniors currently scheduled to graduate in May 2007.
3. Angela Myers announces a workshop on May 19 in Merrillville "Theatrical Interpreting Basics and Introductory Discourse Analysis".
4. Coffee Houses are being organized.

IUPUI – No Report

### OLD Business

1. Office space – placeholder. Judy and David Geeslin (ISD Superintendent) will continue dialogue to come to an agreement which is beneficial to both parties. The ICRID Board agrees there is a need to "give back" in some way to ISD to offset the use of the space for our office; however, there is some concern with part of the agreement proposed by David Geeslin and ISD. Maybe the ICRID board can meet with David at the ASR during the workshops.
  - a. "...assist with interpreting at least ten hours per month through PTCO, ISD events such as school athletics... ICRID is to submit a list quarterly of the other activities and services they intend to perform for ISD." ICRID's concern for the membership is that there is no way to ensure that this will be able to be met to the requirements stated.
    1. We would be taking income away from the working interpreters if these hours were now volunteered (approximately \$400/month). Who will monitor this? Who will schedule this? Scheduling could become a nightmare -- trying to match volunteer's available time with the needs of interpreting.
  - b. ICRID proposes the following as alternate options: 1--offering 1 or 2 (or whatever number we agree on) workshops at ISD focusing on whatever need is identified that fits our mission and your mission -- either offering a discount for ISD staff, or splitting proceeds with ISD. This can be for parents, staff, students, interpreters, etc -- where ever the need is perceived and what we can fit.
    - 2 -- Offer free newsletter space for ISD advertising coming events.
    - 3 -- Offer free advertising in program book for annual conference
    - 4 -- Offer free ICRID sponsored workshops for ISD interpreters or registration coupons for the staff interpreters.
    - 5 -- Discounted ICRID sponsored workshops/conferences for ISD staff or PTCO people
    - 6 -- Other?
2. Technology boxes – update (placeholder) -- John Sachs will be asked to continue this project.
3. Motion – M07.01.01 – NW Satellite (placeholder).
4. Motion – M07.01.02 – Membership Dues motion w/drawn.
5. Letter to newspaper in response to Career section. Judy Cain will write a letter to the Indianapolis Star about an article that was written on sign language interpreting. There was inaccurate information about interpreter qualifications stated in the article.
6. EI Task Force update – placeholder
  - a. Working on master statewide calendar for training; huge task to undertake.
7. Web page server -- The website committee will continue investigating fees of servers. Currently ICRID web page is hosted by ONRamp in Noblesville.
  - a. ONRamp has lowered ICRID's annual cost for web page \$200.00. (previously \$350) Domain name annual fee is \$25 additional. The fee is adjusted because ICRID is now considered a long term client and is eligible for the basic hosting fee. The billing should be sent out around April 15 and due May 3, 2007.
8. Retreat expenses -- RID reimbursed ICRID \$500 for the presenter.

9. Taxes 1099 Form -- RID requires all affiliate chapters to file a 1099 form. Kathy Roche, ICRID treasurer, will make sure ICRID is in compliance.

#### **NEW Business:**

1. Noblesville Little League – sponsor 2007 **M07.03.03** Dalonda Young, Ronda Bilz seconds. **Move to sponsor the 2007 season of the Noblesville Little League for \$300. Amended by Josh Garrett that \$300 will be recouped with special fund raising; the Board is in consensus. Passed.**
  - a. Josh shared his concern that ICRID has limited money available for sponsorship. Although the Board feels sponsoring certain events and/or projects (that meet our mission statement), it is vital that we fund these sponsorships with other avenues so not to deplete our education funds.
2. Sam's Club membership **M07.03.04** Ronda Bilz, Josh Garrett seconds. **Move to renew the Sam's Club for \$35. Passed.** The advantage of continuing this membership because of the \$35 fee was discussed.
3. DE/EI Conference- **M07.03.05** – Dalonda Young, Ronda Bilz, seconded. **Move to sponsor the 2007 Deaf Educator/Educational Interpreter (DE/EI) Conference for \$500. Passed.**
  - a. Discussion on the various sponsorship price ranges. ICRID feels it is important to support this conference but the board must use financial common sense.
4. House Bill 1088 – ICRID board was updated that the bill is now in the Senate.
  - a. If this bill passes it would be a positive benefit for educational interpreters for more bargaining power (provided they are qualified).
5. Re-assign Committee Liaisons – balance
  - a. Judy explained why she reassigned the board liaisons to balance the responsibility load.
6. RID National conference – outgoing president's gift
  - a. Judy Cain shared that during a Region III president conference call there was discussion about the tradition of presenting the outgoing RID president with a gift representing each RID affiliate state. Does ICRID want to participate? Judy will get more information on cost and how it is presented.
7. PTCO Day
  - a. First Sunday of May @ ISD. FYI that Judy will forward the board more information. Good exposure for ICRID.
  - b. Ronda suggests giving out free gift card to encourage new ICRID members.
    1. Board liaison Josh will contact Randy to discuss the option of giving a \$5 off regular membership.
8. Hands and Voices Conference June 24 2007 requesting sponsorship.
  - a. More research will be done before any decision will be made.
9. October board meeting was scheduled at Bethel College on Oct 20 but home ND game.
10. BLeGIT requested sponsorship for the RID 2007 Conference. ICRID Board declined.
11. ASL Expo 2007 April 7, 2007 in Indy. \$175 for a booth. ICRID will not attend.
12. Ronda Bilz requested sponsorship (\$250) for the MDO to pay for one child to attend. Placeholder until the next board meeting.
13. Josh Garrett will confirm there will be a June 9 board meeting in Hammond with a workshop.

Meeting Adjourned 11:00PM

Communication Policy for ALL board meetings...

All board members are encouraged to participate in the language of **THEIR** choice – Spoken English or ASL. No one will be forced to communicate in one or the other. We provide interpreters for meetings so that **ALL** members can participate at their comfort level. We understand that we have student members and Deaf members who are at varying communication levels and styles. We will accommodate all levels of communication skill and model best practices of interpreting.

