

ICRID Board Meeting Agenda – (ICRID Office)

September 15, 2007

Welcome & Introductions – Attendance

---> Judy Cain, Nancy Young, Kathy Roche, Ronda Bilz, Vera Masters, Emily Iehle, Mary Fowler. **Interpreters:** Lynn Frye.

Called to Order – Judy called the meeting to order at 9:25 A.M.

Minutes – June & July

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.

Treasurer's Report – (June-August)

Checking & Debit account activity – (June)

Beginning balance	\$ 11,537.73
Total outflow	\$ 737.70
Total Income	\$ 25 (Paypal income- not included in checking total)
Ending Balance	\$10,800.03
Savings	\$ 1001.30
Marvin Marshall fund	\$ 1238.59
PayPal	\$ 956.06 (including \$25 income)
Koda fund	\$ 300

Checking & Debit account activity – July

Beginning balance	\$ 10,800.03
Total outflow	\$ 2,678.47
Total Income	\$ 1,775.00
Ending Balance	\$ 9,896.56
Savings	\$ 1,001.69
Marvin Marshall fund	\$ 1,239.96
PayPal	\$ 956.03
Koda fund	\$ 1,839.96

Checking & Debit account activity – (August)

Beginning balance	\$ 9,896.56
Total outflow	\$ 1,945.76
Total Income	\$ 300.00
Ending Balance	\$ 7,950.8
Savings	\$ 1,002.06
Marvin Marshall fund	\$ 1,240.65
PayPal	\$ 989.71 (including \$35 income)
Koda fund	\$ 300.00

PayPal Update –

- Board discussed the Paypal fees we have been charged to use this service and whether it is feasible to continue with this form of payment on the website.

b. Further investigation is needed to determine fees charged to persons using this convenience in order that ICRID doesn't lose money for offering this service.

Motions

M07.09.01 – Dalonda Young, Felisa Wilson seconded.

Move to approve June Minutes as corrected.

M07.09.02 – Ronda Bilz, Nancy Young seconded.

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

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.

Reports – Committee and others

2007 Annual Conference – Nancy Young, chair

Hotel – new contact person, Heather Skiver.

Direct Bill application sent a few weeks ago pending approval.

Presenters – total of 11 workshops – Kevin Williams will do 6 hour workshop, Cheryl Moose will talk about the future of RID under her leadership at Friday evening's dinner.

Interpreters – Josh Garrett is coordinating – current interpreters are Darlene Snelson, Amanda Mueller, Cynthia VanManen, Diana Thorpe, Joe Lucas, Sara Lucas, Carol Gregg, Kelly Engstrom-Kessel, Walter Matthews and Darlene Washington, Brooke MacNamara.

Still need help deciding how to handle presenters who are also interpreting and their compensation (hotel rooms, honorarium, etc).

Support staff – Mary Roberts will coordinate with Tracey Stack advising – we will need between 10-12 support staff.

Silent Auction – Ronda will coordinate – so far we have: 13" TV, serenity fountain, CDs, Zoobook, hair stylist gift certificate, autographed picture of Dallas Clark and some other things. We are waiting to hear from the Colts and Indians for some possible donations.

Conference Sponsors – to date we have two (2) sponsors: C & C Connection, LLC (\$500) and InTRAC (undetermined amount).

Exhibitors – letters mailed out 2 weeks ago; waiting to hear back. Several have verbally expressed interest, but no one is confirmed yet.

Hospitality Room – Holly Miles will coordinate – Holly will prepare and make goodie bags for presenters and interpreters as a thank you. She is checking with Gordon Food Company (GFC) and Coca-Cola for donations.

Entertainment – Andy Leffler & Greg Gantt will provide entertainment for Friday evening.

CEUs – all workshop information has been given to Deka Oliver (DHHS – IIC & EIC) and Carrie Westhoelter (RID) for approval.

Exhibitors: MDO and possibly 4 others; some fun and some informational.

Business meeting scheduled Friday morning; concurrent with 2 workshops.

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

Advertisement submitted to newsletter for committee members.

John Sachs will take care of AV needs.

Nancy Young will take care of Registration.

Vera Masters will take care of entertainment.

Hope to have theme and flyer ready for distribution at fall conference.

Committee chair needed; possibly Felisa Wilson. Richard Prather is interested in getting involved.

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

Board awards – board went into executive session to discuss recipients – names will be announced at the conference.

Member-of-the-Year – two candidates – Ronda Bilz and Beatrice Pfaff – encourage members to submit their votes to Judy Cain at cainterp@sbcglobal.net before October 30th.

Resolutions have been suggested.

Bylaws – Antonette Needham chair (board liaison – Nancy Young)

No Report

DHHS Liaison report – Judy Cain

No Report

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

The committee met on 9-8-07

Working on an article to go into the CABLE (newsletter for ICASE directors of special education)

Working on developing workshops in geographical areas of need in Indiana.

Working on recruiting more EIs for the Yahoo Group so we can educate using this mode.

Would like to develop a brochure to send out to the Roundtables so directors will have something in print about EIs.

Patti Wolff will be working with IAD to develop a plan for the motion from both organizations

Fundraising – Vacant, chair (board liaison -- Dalonda Young)

Recycling fundraiser suggested by Judy Cain to collect and ship recycled cell phones, printer ink, and laptops in return for money to Eco Phones (<http://www.ecophones.com>).

ICRID board will establish collection sites and post on web site and list serve for membership to become involved.

IAD – Deka Oliver

Deaf Community Coalition Picnic Oct 23, 2007 in Pendleton, IN.

DeafHood workshop Oct 29 at ISD.

ICRID Historical – Ronda Bilz, chair

No Report

Membership – Randy Nicolai, chair (board liaison – Nancy Young)

242 Individual; **5** not renewed; **7** not renewed from March 2007; **3** Organizational (Interesting note: when Judy Cain became President there were 135 members)

a. Procedure reviewed; application with check number or cash noted to Randy Nicolai (Membership chair) and copy of this information with money to treasurer.

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

Newsletter went out 9-11-07

Dave will work on his last newsletter (next issue) with Laura Leffler and then turn over editing responsibilities to her.

PDC – Carrie Westhoelter, chair (board liaison – Ronda Bilz)

No Report.

Satellite reports –

South Bend – Angela Myers (No Report)

Fort Wayne – No Report.

Evansville – Sherri McGannon- No Report.

Super Site report –

a. Bethel – (_____) No Report

b. Southport – (Judy Cain) No Report

Ways & Means – Bob Canty, chair (board liaison – Kathy Roche)

Need an end of fiscal year report with a 1099 to RID– due before November 1st.

Paypal funds have been withdrawn and deposited to ICRID accounts.

Contact Richard Prather and/or Randy Nicolai to assist Kathy Roche.

Ronda Bilz proposed updating auditing procedures and recommends Patrick Flores to do an external audit. Patrick is currently IAD treasurer and soon to be a CPA.

Lynn Frye proposed new internal audit procedures to ensure proper practice.

- More in-depth paper trail for each event
- Recapitulation forms more accurate

- ICRID annual budget and any project budgets need to be composed and seen prior to events. ICRID board should strictly comply with the budgets to insure financial responsibility.

Website – Dalonda Young, chair

Dalonda wants to resign December 31, 2007 from the webmaster position.

Dalonda emailed ISD to see if a possible partnership with the high school program and web page design class could be developed – waiting to hear back.

Becky Balon had expressed interest in taking over the web-page but has withdrawn that due to her schedule and availability

Lynn Frye expressed interest, but needs the software and training.

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.**

Dalonda will team with Lynn to help her/mentor her until she feels ready to take over.

Conference information has been posted and updated as received.

Robert Frew has requested an updated directory of interpreters and contact information. That option is available on the website, but many don't take advantage of it.

Request was posted for all members who renewed within the last few months to contact Dalonda because of some confusion and paperwork misplacement.

Since January 2007 – 4076 hits to the ICRID website.

Student Liaison – (board liaison – Vera Masters)

Goshen – Emily Iehle reports

- Reminder: Patty Gordon November 3 at Goshen College.
- Emily will hand over her responsibilities to Mary Fowler.

Bethel – No Report.

IUPUI – Nicole Kirby interested in being the new student liaison.

OLD Business

1. **Technology boxes** – update (placeholder) — no report
2. **EI Task Force update** – placeholder
3. **October 20 @ ISD 9:30 board meeting**
4. **Pay Pal – communication, money transfer, etc.**

NEW Business:

Nominations for 2007 board elections –

President – Ronda Bilz

Vice-President –

Secretary -- Kristina Riley

Treasurer –

Member-at-large (2) –

Sponsorship of IAD's Deafhood workshop on September 28-29, 2007 – Ella Mae Lentz, Gertie Gertz,

M07.09.04 Nancy Young, Ronda Bilz seconded. **Move that ICRID sponsor the IAD Deafhood workshop for \$300. Passed.**

Sponsorship of Goshen College workshop – November 3, 2007 – Performance Arts Interpreting w/Patty Gordon.

ICRID board would prefer that this workshop be an ICRID workshop. ASL club permitted to sell snacks at the workshop.

Meeting adjourned at 12:45 PM

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.