

**ICRID Board Meeting Minutes – (ICRID office)**  
May 10, 2008 – 9:00am

**Welcome & Introductions – Attendance** ---> Ronda Bilz, Kristina Riley, Randy Nicolai, Felisa Wilson, Laurie Cocks, Judy Cain and Lisa Harmon (via telephone);  
Interpreting Student Rachelle Clark—interpreter

**Called to Order** – Ronda called the meeting to order at 9:37 a.m.

**Minutes** – April 2008

**Treasurer’s Report** – (April 2008)

Checking account activity – according to the bank statement

Beginning balance	\$ 7,418.47		
Total outflow	\$ 1,929.72		
Total Income	\$ -0-		
Ending Balance	\$ 5,488.75		
Savings	\$ 1,003.60		
Marvin Marshall fund	\$ 1,843.54	Koda fund	\$

**Motions**

**M08.05.01** – Judy Cain, Felisa Wilson, seconded.

**Move to accept April minutes as corrected. Passed.**

**Reports – Committee and others**

1. **2007 Annual Conference** – Carrie Westhoelter, chair
  - a Trying to come up with a theme
  - b Date set as November 1, 2008
    - i One-day conference
  - c Location: Jeffersonville, Indiana
    - i Rauch donating use of their offices
2. **ASR** – Members-at-Large – Laurie Cocks, chair
  - a Requested use of church space in Fort Wayne but church declined
    - i Contacting Bethel or Goshen to request use of their campuses
    - ii Changing locations benefits membership
    - iii Allows ICRID to broaden focus on all interpreters and potentially increase membership or attendance
    - iv Some are opposed to moving ASR, proposes reaching out to other areas of the state in other ways
3. **Awards & Scholarships** – Dave Calvert, chair (board liaison – Judy Cain)
  - a No report
4. **Bylaws** – Antonette Needham chair (board liaison – Kristina Riley)
  - a No report
5. **DHHS Liaison report** – Judy Cain
  - a No report
6. **Educational Interpreter Advocacy** – Patti Wolff & Felisa Wilson co-chairs
  - a Looking for new members
    - i Notice to be sent to Deka Oliver
  - b No meetings since November 2007
7. **Fundraising** – Vacant, chair (board liaison – Ronda Bilz)
  - a The board is seeking to fill this position as soon as possible.
8. **IAD** – Jennifer Kutcka
  - a No report
9. **ICRID Historical** – Judy Cain, chair
  - a No report
10. **Membership** – Randy Nicolai, chair

- a 221 individual members
  - b 3 organizational members; 4 lapsed
  - c 52 lapsed as of 10/07; 6 lapsed as of 3/07; 17 lapsed as of 10/06; 6 lapsed as of 3/06
11. **Newsletter** – Laura Leffler, chair (board liaison – Greg Gantt )
    - a No report
  12. **PDC** – Amanda Mueller, chair (board liaison – Carrie Westhoelter)
    - a Planning continues for a workshop in Evansville
    - b Deaf Awareness day at the Exotic Feline Rescue Center (EFRC) is being planned
    - c Putting together inquiry list for workshop topics
  13. **Satellite reports** –
    - a **South Bend** – Angela Myers (board liaison – Lisa Harmon)
      - i No report
    - b **Fort Wayne** – George Clark (board liaison – Laurie Cocks)
      - i LBD’s new full-time scheduler resigned.
      - ii DeafLink director position still open
      - iii Congratulations to Michael Tabor on passing NIC
    - c **Evansville** – Sherri McGannon (board liaison – Ronda Bilz)
      - i Rauch, Inc. is ready to work with us on the fall conference as far as meeting rooms and gathering information for lodging, etc.
  14. **Super Site report** –
    - a Bethel – Angela Myers (board liaison-Lisa Harmon)
      - i New dates available for NIC and CI, CT tests (printed in ICRID newsletter)
    - b Southport – Judy Cain
      - i No report
  15. **Ways & Means** – Keith Westhoelter, chair (board liaison – Greg Gantt)
    - a No report
  16. **Website** – Vonda Templeton, chair (board liaison – Ronda Bilz)
    - i Vonda Templeton from southwestern Indiana has agreed to become the Webmaster for us and is starting immediately. The website committee will meet as soon as a date can be agreed upon.
  17. **Student Liaison** – (board liaison – Kristina Riley)
    - a Goshen – Mary Beth Fowler
      - i No report
    - b Bethel – Vacant
    - c IUPUI – Amanda Russell
      - i End of the semester
      - ii Final exams were during the week of April 28-May 2

## **OLD Business**

1. **Technology boxes**
  - a Get report from Tony Myers on this idea and re-visit the possibility
  - b Suggestion: create relationship with IAD on this and rent technology boxes for use by selected groups
2. **EI Task Force update**
  - a No update
3. **Statewide mentoring services/group** (placeholder)
4. **Update on Microsoft Access program for membership data** (placeholder)
  - a Terre Holada working on setting up Access database
    - i Minimum requirements for database:
      - ☞ Name, address, phone number, e-mail address
      - ☞ Certification level
      - ☞ Area of interpreting focus
        - ♦ Educational interpreter
        - ♦ Community Interpreting

- ♦ VRS/VRI
  - ♦ other
  - ✍ ITP student status
- b Separate issue: send membership notification to Newsletter about YahooGroup information
    - i Visit idea of setting up protocol to pass on group moderator responsibilities to appropriate board members
  5. **Sponsorship requests**
    - a **PTCO Day at ISD**
      - i Booth staff included Ronda Bilz, Carrie Westhoelter, Nichol Kirby, Carla Meyers, Carly Akard, John Sachs, Janna Lippie, Rebecca Buchan; we received 3 new memberships and 1 renewal and sold 4 Region III t-shirts.
  6. **Interpreters for ICRID board meetings**
    - a Ronda is checking with other chapters to see how they handle interpreters at meetings.
    - b Would like to see certified interpreter at every board meeting
  7. **Order polo shirts** for new board members (placeholder)
    - a Felisa Wilson, Laurie Cocks, Jennifer Kutcka, Greg Gantt, Mary Beth Fowler, Lisa Harmon, Kristina Riley, Amanda Russell
    - b Need to have minimum of 12 for one order
    - c Ordered from Gould's Sports Center in LaGrange, IN
    - d Still need 4 more orders so that ICID request can be sent in
    - e Suggestion from Randy not to sell t-shirts or polo shirts as they do not garner a profit for ICRID
    - f Felisa suggests taking an inventory of our current stock of t-shirts and other textile items
      - i Cleaning ICRID office set for after June 7 board meeting
  8. **Hospitality recognition** (placeholder)
    - a Do we need a policy?
      - i Congratulations for certifications
      - ii Graduates for interpreting programs
      - iii Condolences – interpreters and immediate family members
    - b If someone isn't an ICRID member, how do we get their addresses to congratulate them and/or send a membership form
  9. **Deaf Community Cultural Center** (DCCC) (placeholder)
    - a ICRID plans to be involved in this endeavor
    - b Plan to contact Lisa Harmon or other board members to be representative on this task force
  10. **Silent Auction on line**
    - a Just released on website and in newsletter
    - b Begins as of noon today and continues for two weeks
  11. **Traveling for board meetings** –
    - a August in Evansville to coincide with PDC workshop
      - i Kristina Riley to speak with Beckie Madigan about moving workshop to Evansville to coincide with PDC schedule
      - ii Meeting will be held at CDC
    - b October at Bethel – Ronda will check with Angela
      - i Contacted Angela regarding meeting in October, but it coincides with Bethel's fall break, so the campus will be devoid of students
      - ii Current plan: no trip to Bethel in September, look into March 2009
      - iii Check into holding ASR at Bethel in March 2009
    - c November in Jeffersonville for Conference/business meeting
  12. **Travel reimbursement policy** for board members needing to travel to meetings – will be added to May's agenda or discussed through email discussion
    - a Currently set up such that ICRID pays mileage per the IRS rate
    - b New discussion: pay for one tank of gasoline
      - i Reimbursement would be uneven depending on vehicle driven
      - ii Proposal to accept reimbursement for a tank of gasoline up to a limit of \$50.00
      - iii Proposal to allow reimbursement for a limited number of miles or meetings.
  13. **NAIR** – overstock items free for non-profit organizations

- a Mary Fowler will send the board more information
- 14. **Board Training** – Dave Calvert & Judy Cain
  - a Postponed to a later date.

**NEW Business:**

**Display board pictures** need updating.

Board members are to report to Glamour Shots before the June meeting to update photos.

**Announcements:**

**Meeting adjourned at 12:37p.m.**

*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.