

# ICRID Board Meeting Minutes

ISD Room G-42

April 25, 2009

**Welcome & Introductions** – **Attendance** ---> Ronda Bilz, Randy Nicolai, Zach Evans, Felisa Wilson, Lisa Harmon, Laurie Cocks, Robin Reid, Judy Cain, Christina Holifield,  
**Visitors:** Silja Weber, Cat Thomas, Sarah Clements

**Called to Order** – Ronda called the meeting to order at 9:10.

**Minutes** – March, 2009

**M09.04.04** – Lisa Harmon; Randy Nicolai seconded

**Move to accept the March 2009 minutes as corrected.** Passed

**Treasurer's Report** – (March, 2009)

**Income: March 2009**

**total:** \$6,933.85

**Expenses:**

**total:** \$308.40

**Income less expenses:** \$6625.45

**Checking account activity**

Beginning balance (**February 28, 2009**) \$8,889.91

Total income \$6933.85

**Ending balance \$15,515.26**

Savings \$1004.54  
Marvin Marshall Fund \$1845.33

- a. These beginning and ending balance totals are from the Bank Statement. The Income and Expenses are from receipts and deposits, so the totals may not match.

## **Motions**

**M09.04.01** -- Judy Cain; Robin Reid seconded.

**Move that ICRID board develop a policy by the June 2009 meeting of how "ICRID Reads" will be operated through the PDC Committee and actively seek a coordinator to oversee this program.** Passed (1 abstain)

**M09.04.02** – Judy Cain; Randy Nicolai seconded

**Move that ICRID purchase table space for 2009 PTCO Day.** Passed

**M09.04.03** – Lisa Harmon; Laurie Cocks seconded

**Move that ICRID sponsor the clown presentation at NIDAC's 20<sup>th</sup> Anniversary Celebration on August 30<sup>th</sup>, 2009 not to exceed \$30.** Passed

**M09.04.04** – Lisa Harmon; Randy Nicolai seconded

**Move to accept the March 2009 minutes as corrected.** Passed

## **Reports – Committee and others**

1. **Annual Conference** – Carrie Westhoelter, chair

a Met with Pete Wagner at the hotel on 4-23-09. Walked through the meeting space we have reserved. Pete will write up the contract for Carrie to approve and sign soon.

b Plans are underway to make sure the 40<sup>th</sup> Anniversary Celebration is awesome – stay tuned!!!!

c 2-3 presenters are "booked" tentatively

d Will put a "Save the Date" flyer at Deaf Expo and PTCO Day and other electronic sources so we can gather as much interest in this conference as possible.

- e History Committee is working with Conference Committee to highlight/honor ICRID's past
  - f Planning on giving door prizes throughout the conference (already have several donated)
  - g November 13-14<sup>th</sup> 2009
  - h Holiday Inn Pyramids
2. **ASR** – Members-at-Large – Laurie Cocks, chair
    - a Preliminary Recapitulation report was presented
    - b Checks are still being taken care of so the final report will be coming soon
    - c Profit \$2775.93 (with the most recent check added)
    - d 106 people (6 ICRID staff, 6 presenters, 11 chairs/committee, 3 Sat. only, 80 registrants)
    - e "Everybody liked it very much"
    - f Most comments were positive based on the overall evaluations
    - g Laurie will send final reports to Ronda/Board
  3. **Awards & Scholarships** – Dave Calvert, chair (board liaison – Judy Cain)
    - a The Awards and Scholarship Committee would like to thank the Board for supporting our motion to establish the Judith Carson Most Outstanding Educational Interpreter Award.
    - b Dave Calvert notified Judith to inform her of this award in her honor. She was touched and very appreciative. Hopefully, Judith can be present when the presentation of this new ICRID award happens in the future.
    - c Dave wants to personally thank the committee for their dedication to making this award possible. He is blessed to chair such a dynamic committee of dedicated professionals.
  4. **Bylaws** – Vacant (board liaison – Ronda Bilz)
    - a Corrected Bylaws are on the Yahoo group in files
    - b They will also be posted on the website soon
  5. **DHHS Liaison report** – Carrie Westhoelter
    - a No report
  6. **Educational Interpreter Advocacy** – Patti Wolff & Felisa Wilson co-chairs
    - a Committee will meet on 4-28-09
    - b Judy has done some research and learned that the June 30, 2009 RID deadline for having an AA before sitting for a certification test does not apply to those pursuing the EIPA (ED:K12).
    - c We want to encourage more and more EIs to see evaluations (skills)
    - d We also want to see more newsletter articles focusing on education –
    - e Committee will send out info to the Ed Terp Yahoo Group asking for articles – Judy will do that
  7. **Fundraising** – Vacant, chair (board liaison – Ronda Bilz)
    - a The board is seeking to fill this position as soon as possible.
    - b Ronda has not had time to contact Beth Quarles yet, but will this week to see if she is still interested
  8. **IAD** – Jennifer Kutcka
    - a No report
  9. **ICRID Historical** – Judy Cain, chair
    - a Committee met on 4-9-09 and again on 4-23-09
    - b Plans are underway to support the Annual Conference Committee with the 40<sup>th</sup> birthday party
    - c We need help locating past presidents and board members (getting pictures)
  10. **Membership** – Randy Nicolai, chair
    - a 222 individual members
    - b Lapsed – 9 as of 3/09; 47 as of 10/08; 7 as of 3/08; 42 as of 10/07; 5 as of 03/07;
    - c 4 organizational members; 4 lapsed
  11. **Newsletter** – Laura Leffler, chair (board liaison – Robin Reid)
    - a The April/May newsletter was distributed about 5 days late in order to incorporate a timely follow-up to this year's ASR. Two articles were cut off due to font issues that did not show up on the laptop version, they may have been identified if a paper copy of the newsletter was previewed prior to printing. A correction will be included in the June/July issue.
    - b Each month more and more articles are being submitted, and many more submissions are arriving before the deadline. Keep up the great work. The targeted topics for June/July are: Deaf community events and educational interpreting. In addition to the fabulous authors who have running columns in the newsletter the editor has Jennifer Kutcka and Felisa Wilson scheduled for submission, however as always the committee will consider any articles that are submitted for publication.
    - c Laura is looking forward to receiving more information about the electronic newsletter format.
    - d Need to update the Board Member page on the NL
  12. **PDC** – M.J. Olson, chair (board liaison – Carrie Westhoelter)

- a Chair position change
- b ICRID Reads discussion
  - i Ronda gave a summary of ICRID Reads Program for the visitors
  - ii Registration numbers so far Sept – 21; Oct – 28; Nov – 42; Jan – 21; Feb – 20; March – 21; Apr – 32; May – 10 (so far)
  - iii Monies netted so far through ICRID Reads -- \$2,690
  - iv Board discussion around this topic
  - v Ronda will draft a response to Amanda

**M09.04.01** -- Judy Cain; Robin Reid seconded.

**Move that ICRID board develop a policy by the June 2009 meeting of how "ICRID Reads" will be operated through the PDC Committee and actively seek a coordinator to oversee this program.** Passed (1 abstain)

- 13. **Satellite reports** –
  - a **South Bend** – Angela Myers (board liaison – Lisa Harmon) – In March Sorenson opened a call center
  - b **Fort Wayne** – George Clark (board liaison – Laurie Cocks) –
    - i Staff interpreter position open at LBD, new interpreter referral agency
    - ii Interpreter Associates (Nita Starkey-Warren, Terre Holada, Daisy Vaught, Morgan Stratton, Ellen Snyder & Shelbi Stratton)
  - c **Evansville/Southern Indiana** – Sherri McGannon (board liaison – Ronda Bilz) – no report
- 14. **Super Site report** –
  - a Bethel – Angela Myers (board liaison-Lisa Harmon)
    - i Angela will only be running one more NIC test the rest of this year 2009 due to work load. The date is undecided yet but either the very end of June or beginning of July. Please stay tuned for that date.
  - b Indianapolis – Judy Cain –
    - i Extra busy testing due to the June 2009 deadline before the AA degree requirement takes effect – have added in as many extra test slots as possible to accommodate
- 15. **Ways & Means** – Keith Westhoelter, chair (board liaison – Ronda Bilz)
  - a Travel reimbursement policy – Under review
  - b We need a report from this committee. The lack of report has gone too long.
- 16. **website** – Dalonda Young, chair (board liaison – Ronda Bilz)
  - a New Website discussion and review – IUPUI
    - i Finishing the training manual will train the board, webmaster & newsletter editor
    - ii Ronda will send out the mock up of the webpage
  - b Webmaster notifications
    - i Kim Drake is still interested in becoming the webmaster
    - ii Scott Krueger also interested.
    - iii Ronda wants the Board to be trained how to in the new software
- 17. **Student Liaison** – (board liaison – Robin Reid)
  - a Goshen – Melissa Avery and Lynda McChesney
  - b Bethel – Kyndall Jacks (submitted by Angela Myers)
    - i We have 7 seniors graduating. One staying in Indiana. One has taken staff interpreting job in Cleveland. One is going to Missouri. Others will be going to work in Chicago, California, Minnesota, one undecided.
    - ii Bethel has been in the news lately with its ASL "crash courses." As part of the college's initiative for intercultural competence for all students, faculty and staff, our program celebrated Deaf History month by have ASL "crash courses" during the lunch hour every Tuesday in April. We had staff, faculty and even faculty spouses there!
    - iii Workshop this Friday and Saturday. Friday's workshop is for teachers of ASL/interpreting. We will learn a strategy for teaching classifiers. Saturday's workshop is for interpreters/ASL students on advanced use of classifiers.
    - iv Next year will be Bethel's use of a change of curriculum. We made some significant changes in its structure so we are excited to see the positive impact of them in the next couple of years.
    - v We have quite a large number of graduates receive state and/or national certification this academic year: 18
    - vi The ASL club was very active
  - c IUPUI – Christina Holifield
    - i 8 seniors this year
    - ii At least 3 students have passed their RID written

- iii. Fold report from email

## OLD Business

1. **Secretary**
  - a Zach Evans has be notified that the board has voted to accept him as interim secretary and took minutes for this meeting
2. **Indiana Gaming Commission meeting** – report on meeting from Randy and Ronda
  - a Learned different forms and possibilities for using a charity/gaming license
  - b ICRID does have the qualification to get a license so if we need to apply for a new one, we can.
  - c 30-40 people attended the training
  - d Randy will check into renewing our license
3. **Indiana Mentor Project** –
  - a discussion of opening savings account
  - b “Due to the need to obtain more funding through grants and sponsors, we will be postponing the Indiana 3 S.T.E.P. Mentor Project until 2010. Once the date is confirmed we will advertise - we should know in the next few weeks. If you have some time on your hands and are able to assist in the writing of grants and any of the logistics of this project, please contact me.” – Amanda Mueller (via an email)
  - c The mentoring project is its own entity, not part of ICRID.
  - d Randy had discussion with a lawyer friend, he strongly suggested not to take another group’s money and that they file the paperwork for their own 501(c)(3).
  - e Since time is not a factor at this point, the board has decided to not house the money under ICRID’s 501(c)(3) status.
  - f Ronda will advise Josh Garrett, grant writer, that ICRID cannot offer the use of our 501(c)(3) status for the mentor project grant, and will not be forwarding the letter she discussed with him earlier.
4. **Stipend for ICRID Reads** –
  - a continuation of email dialogue – see PDC report
5. **ICRID Picnic** – July 11<sup>th</sup> – ICRID Members Only event
  - a Need someone to take the lead – Zach will take the lead –
    - i Choose a venue
    - ii Advertise
    - iii Pitch-in (by alpha) with the board supplying the main meat for grilling (a possible option)
6. **Technology boxes** (placeholder)
7. **Statewide mentoring services/group** (placeholder)
8. **Deaf Community Cultural Center** (DCCC, placeholder)

## NEW Business:

1. PTCO Day – May 3<sup>rd</sup>.
  - a. One table - \$30 + \$10 clean up deposit (refunded)
  - b. Ronda will email a schedule for the board to choose “shifts”
  - c. **M09.04.02** -- Judy Cain; Randy Nicolai seconded  
**Move that ICRID purchase table space for 2009 PTCO Day.** Passed
2. Discuss remaining board meetings for 2009
  - a. June 20<sup>th</sup> , August 22<sup>nd</sup>, September 19<sup>th</sup>, October 24<sup>th</sup>, November 13-14<sup>th</sup>
  - b. Decided to keep all the meetings on the calendar despite the recent Bylaws change allowing the number of meetings to be every other month
3. Status of our office
  - a. We have to vacate the office by May 20<sup>th</sup>. Ronda will communicate with Dr. Geeslin
  - b. May 16<sup>th</sup> meeting in the morning and moving day (if necessary)
  - c. Ronda will keep us updated as she finds out information
4. Retreat for January 2010 – format
  - a. Ronda wants 1.5 -- 2 days scheduled for a retreat (orientation included)
5. NIDAC – August 8<sup>th</sup> -- 20<sup>th</sup> Anniversary  
**M09.04.03** – Lisa Harmon; Laurie Cocks seconded  
**Move that ICRID sponsor the clown presentation at NIDAC’s 20<sup>th</sup> Anniversary Celebration on August 30<sup>th</sup>, 2009 not to exceed \$30.** Passed
6. Letter from Ben Davis High School – China trip
  - a. tabled for discussion in May

Meeting adjourned at 12:15pm.

### 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.