

## ICRID Board Meeting Minutes

Fort Wayne at The League for the Blind and Disabled  
5821 South Anthony Blvd.  
Fort Wayne, IN 46816  
March 13, 2010

**Attendance** --->Ronda Bilz, Lena Van Manen, Randy Nicolai, Zachary Evans, Lisa Harmon, Anne Harrigan, Robin Reid, Laurie Cocks, Katherine Hoare, Hilari Vargo  
**Absent:** Madelyn Warnock  
**Visitors:** Mickey Tabor, Jill Lehman (Interpreters for meeting) Jaye Johnston, Myron Yoder

### **Called to Order – 9:01am**

### **Minutes – January 2010**

#### **Treasurer's Report –**

January, 2010 Balances based on Bank Statement

Beginning Balance:	\$17,693.47		
Total income:	\$290.10	Savings:	\$ 490.03
Total expense:	<u>\$711.71</u>	Marvin Marshall Scholarship:	\$ 1845.97
Ending Balance	\$17,271.86		

February 2010 Balances based on Bank Statement

Beginning Balnce	\$17,271.86	Savings:	\$ 480.05
Total Income:	\$595.90	Marvin Marshal Scholarship:	\$ 1,846.11
Total Expense:	<u>\$10,717.02</u>		
Ending Balance	\$6,555.15—As of February 28 <sup>th</sup> , 2010		

#### **Motions:**

M10.03.01 Zach Evans, Anne Harrigan Seconded.

**Move that the January Minutes be accepted as correct.** Passed

M.10.3.02 Lisa Harmon, Lena Van Manen Seconded.

**Move that we pay \$20 to have a booth at the 46<sup>th</sup> annual IAD conference.** Passed

M.10.3.03 Zach Evans, Lisa Harmon Seconded.

**Move that ICRID follow the standard Indiana VR rate for interpreters until this fiscal year June 30, 2010 is completed.** Passed

M.10.3.04 Lena Van Manen, Robin Reid Seconded.

**Move that the ICRID Board send a thank you note and a gift card in the amount of \$50 to Dalonda Young in appreciation of her services as webmaster.** Passed

#### **Action Items:**

1. Two presenters from the annual conference have yet to submit a bill/invoice. Lena will contact these individuals and remind them to submit the proper paperwork.
2. Lena will contact RID about possibly obtaining a loaner FM system for this year's conference.
3. The membership and PDC committees will work together to come up with ideas for member recruitment.
4. Ronda will contact Laura about the email list.
5. Ronda will email the CMP guidelines to the ASR committee.
6. Ronda will set up a "master calendar" on Yahoo groups.
7. Ronda will find out the venue for the May meeting.
8. Ronda will take the question of qualifications of interpreters for meetings/events to the president's council.

#### **Reports – Committee and others**

1. **Annual Conference** – Lena Van Manen, chair
  - a The venue must be changed due to the changed date. The selected venue in Nashville doubled their price as the new date is within their peak season.

- b. The chair is still looking for a suitable venue that will ensure optimum attendance at the best price.
  - c. Some presenters have been lined up and will be speaking on various topics.
  - d. The current chair has been working with the previous chair to obtain advice on best practices in setting up this conference.
2. **ASR** – Members-at-Large – Lisa Harmon, chair
- a. Registration: ASR is happening in about 2 weeks, and the MALs are working hard to make this year a great year. This is the first year that we have invited other states to join us, and we have participants from IN, IL, OH, MI, WI, KY, and FL. As of March 11, 2010 we have 79 registered but are receiving new registrations everyday (not including the people who will register at-the-door). Lisa is working on getting an accurate count of all people staying Friday night and Saturday lunch to allow Camp T. to prepare.
  - b. Decorations: Anne is busy completing all the decorations to make this ASR a great year. Each table is going to have trivia questions on it. Questions like "Where was the first American School for the Deaf," or "What is Laurent Clerc's name sign". There will also be a "charades" game that people can play. It will have scenarios to act out, but, for example, you can only use your eyes (eye gaze) and your body language to act it out. These will be used as a way to get to know each other at each table and to entertain during any down time we might have
  - c. Presenters/Workshops: All CEUs have been applied for and approved. This is the first year that we have received approval to receive CEUs for the Friday entertainment. Contracts are almost all obtained. Most presenters have turned in their AV needs.
  - d. AV: Lisa is working with Camp T. to ensure all presenters have all the equipment they need. She will be going to DCS and C&C to borrow their projectors (or IAD if they are willing to loan us theirs). Lisa is still looking for someone to help set up the AV equipment during the ASR.
  - e. Food: Camp T. is taking care of the food, and will be sent an estimate so they can prepare the food. There were a few special requests for food and Camp T. is making an exception and making a special dish for those participants. Reminder: Each board member is to bring a snack, case of soda, and case of water.
  - f. Raffle: Laurie has received some awesome items for the raffle this year. A reminder email will be sent out 1 week prior to all registered to remind them to bring money.
  - g. Donations: Due to the economy and some miscommunication there are not as many donations as in the past. But we still hope that with the number of registered and a successful raffle we can make up for the lack of donations.
  - h. Student Reps: Jennifer has contacted all the Student liaisons to ask their willingness to help at the ASR. She is still waiting for a few replies, but there have been numerous people interested in helping so I'm sure that won't be a problem.
3. **Awards & Scholarships** – Dave Calvert, chair (board liaison – Laurie Cocks)
- a. No report
4. **Bylaws** – Richard Prather (board liaison – Ronda Bilz)
- a. Rich Prather was hoping to make it to the meeting, but he didn't realize it was in Fort Wayne. The committee will have a report to us by May 1 on the proposed bylaws change regarding membership/voting categories.
5. **DHHS Liaison report** – Donald Tinsley, contact (board liaison – Lena Van Manen)
- a. No report
6. **Educational Interpreter Advocacy** – Felisa Wilson, chair (board liaison – Anne Harrigan)
- a. As of right now, the Educational Interpreter Advocacy is trying to postpone the new qualifications deadline for EIC holders until 2011. They are also trying to figure out what exactly the state (Dept. of Education) plans on doing with the EICs. Their objective is not clear at the moment. What we DO know is that they are trying to remove the EIC's rules and guidelines (which affects getting an EIC and keeping CEUs, among other things). So there are a few people working on figuring out the facts before all of this gets put into effect by the government.
7. **Fundraising** – Vacant, chair (board liaison – Randy Nicolai)
- a. The board is seeking to fill this position.
8. **IAD and Hoosier Deaf Community Center**– Meg Warnock

- a IADs 46<sup>th</sup> biennial conference will be held March 20<sup>th</sup>, 2010 at the Gene B. Glick Junior Achievement Center in Indianapolis and will have several workshops with CEUs. Featured presenters include NAD President Bobbie Scoggins and Gary Malkowski, former Canadian Parliament member. See the new website at [www.iadhoosiers.org](http://www.iadhoosiers.org) for more information.
  - b The Miss Deaf Indiana Pageant Gone Bad (men taking over) will be held from 7pm to 9pm at the ISD auditorium. It will be a hilarious evening with men in evening gowns and doing skits. Mr. and Miss Deaf Teen Indiana will perform and the reigning Miss Deaf Indiana Brynne Kirklin will be there to 'crown' the winner. Tickets are \$10 adults and \$5 children. Ronda has tickets available for purchase today.
9. **ICRID Historical** – Judy Cain, chair (board liaison – Anne Harrigan)
- a Will try to have a meeting after Spring Break (April). Until then, no report
10. **Membership** – Randy Nicolai, chair
- a \_234\_ individual members
  - b Lapsed – \_18\_ as of 10/09 \_32\_ as of 06/09 \_5\_ as of 3/09; \_38\_ as of 10/08; \_7\_ as of 3/08
  - c \_3\_ organizational members; \_2\_ lapsed
11. **Newsletter** – Laura Leffler, chair (board liaison – Zach Evans)
- a **Thank you:** Ronda for soliciting articles for the April/May issue. The early bird gets the worm and the early article gets the best editing.
  - b **Meet-A-Member:** For ease I am going to start by featuring myself so that we will have a template to show potential members for future "Meet-A-Member" article. Any suggestions for members in future issues would be appreciated.
  - c **Signing Off:** I haven't had any responses to the question. If this is something you would like to help with, the question this issue is, "What makes interpreting in Indiana great?" If you don't want to write a response then consider asking a colleague to submit.
  - d **Committee Corners:** This issue is scheduled to feature the Awards and Scholarship and Bylaws committees. I don't have any information yet from either committee. If anything is presented at the board meeting please forward it on to me.
  - e **Email list:** This month I received a request from IAD to distribute information to ICRID members through our email list. Though I wanted to support IAD I did not feel comfortable making that call on my own. Other affiliate chapters that I have belonged to have had "e-flashes" where they would broadcast last-minute or high importance information. Perhaps our board needs to consider if we want to use the email list in this way. If this is something the board would like to explore further I feel that a committee should be established to determine how to notify the membership of our intent to send information electronically and set up parameters for distribution. For example, the maximum amount of "e-flashes" distributed or some type of schedule for distribution, what we would consider for distribution, etc. I would be happy to chair the committee if the board feels it is worthy of exploration.
12. **PDC** – Lena Van Manen, chair
- a Carrie Martin reminds us of the guidelines and requirements for any flyers advertising workshops or conferences.
  - b Lena has some presenters lined up and is looking at several locations around the state to set up workshops in areas other than Indianapolis.
  - c ICRID Reads!--Logistics are still being worked out as far as obtaining permission from the publishers of various articles to distribute to the participants. The authors of the articles have given their permission, however, the authors have pointed us to the publishers to obtain final permission because they hold the copyrights. The articles have already been gathered, and the questions have been made, but the sticking point is obtaining permission from the publishers.
13. **Satellite reports**
- a **South Bend** – Angela Myers (board liaison – Lisa Harmon) – Angela has written an article for the next issue of the ICRID newsletter with all the current events in it. For an update on South Bend please see that article.

- b **Fort Wayne** – Anne Harrigan and Laurie Cocks – No Report
- c **Evansville/Southern Indiana** – Sherri McGannon/Val Vaughn (board liaison – Ronda Bilz)  
Robert Frew has offered space for ICRID’s May meeting.
- 14. **Super Site report** –
  - a Bethel – Angela Myers (board liaison-Lisa Harmon)
  - b Indianapolis – Judy Cain (board liaison – Zach Evans) Tests are continually being scheduled now into the May/June time frame.
- 15. **Ways & Means** – Vacant, chair (board liaison – Randy Nicolai)
  - a Keith Westhoelter has asked to be relieved of the chair of this committee due to other commitments.
  - B The board is seeking to fill this position.
  - c Interpreting rates at business meetings.
  - d Travel reimbursement policy needs to be revisited and revised.
  - e The board will need to address the above issues if a chair and committee cannot be formed prior to May 1 in order to have the budget in place for 2010-2011 fiscal year.
  - f We will add an extra hour to the may meeting to discuss items relevant to the ways and means committee.
- 16 **Website** – Zach Evans, chair
  - a. At the January board retreat, Zach expressed interest in taking on the responsibility of building the new website. Ronda talked to Dalonda and it was agreed that Dalonda would continue to update the old website, and once Zach had an operational website made, he would post it and officially take over the duties of webmaster. That transition took place on March 3<sup>rd</sup>, 2010. The new website is far from complete, and there will be new things being added to the page continuously. This will likely be an ongoing process. Zach will keep the board apprised of all progress and setbacks.
- 17. **Student Liaison** – (board liaison – Robin Reid)
  - a Goshen – Lynda McChesney and Jacob Stewart – No report
  - b. Bethel – Bret Stevens— No report
  - c. IUPUI – Hilari Vargo and Catherine Hoare – On April 9th, Catherine will be attending the IUPUI Nuts and Bolts Meeting to have the IUPUI ASL club approved. Hopefully, after that we will be up and running. We also hope to have the club start some workshops and could use some help on the process.

**OLD Business**

- 1. **Indiana Mentor Project** (placeholder) –
- 2. M10.01.03 Lisa Harmon, Anne Harrigan Seconded  
**I move that any ICRID positions including but not limited to; board members, committee chairs, and volunteers who offer to volunteer their time, skills, and energies toward projects and programs for the benefit of the ICRID Membership be and remain a volunteer and unpaid position. Passed**

**NEW Business:**

- 1. Thank you and ‘retirement’ gift or acknowledgement for Dalonda Young, former webmaster?
- 2. May meeting date change?

Meeting adjourned at 12:27

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.