

ASLTA Board meeting – Salt Lake City

Friday, January 29

Present: President Arlene Gunderson, Vice President Keri Brooks, Treasurer Bill Newell, Secretary Ben Lewis, Professional Development Chair Christine Multra Kraft, Member at Large Andrew Bottoms, ASLHS Chair Jason Zinza, Evaluation Chair Amy June Rowley, Chapter Chair Brenda Schertz

Meeting called to order 10:30 am

Reports from all Board members

Review of new Evaluation system.

Updates on website

Budget review and planning

New Business

- Rowley (Kraft) moves to accept Charge Back fee as written. *It is moved that ASLTA will establish the practice to charge programs of the association with income exceeding \$5000/year an administrative fee of 20% on all revenue.* Passed

(need to add Charge Back motion here)

- Rowley (Brooks) moves to accept Investment fund policy as written. Passed

USE OF INVESTMENT FUNDS

To assure continued growth of capital current and future boards of directors are prohibited from withdrawing more than 5% per year of the investment funds in the unrestricted account for operating expenses. In case of financial exigency and when no other sources of income are available to the association and to fund new initiatives or projects the Board of Directors may vote to utilize necessary funds from unrestricted investment account(s). Whenever funds are withdrawn from unrestricted investment accounts, the board shall determine if the funds are a loan or withdrawn with no pay back requirement. When funds are being withdrawn as a loan the board will develop a monthly payment schedule including simple interest to be initiated until the borrowed funds are paid in full back to the unrestricted investment account. In any case when funds are withdrawn from investment accounts for any reason the Board of Directors must notify the membership within 30 days of the action it has taken through electronic communication and this notification must also appear in the next issue of the association's newsletter.

Work session: Information, Policy, Procedure and Guidelines updates

Board paperwork: signing Conflict of Interest and Code of Ethics affirmations

Scope of work and Action plans

Supporting chapters, chapter/member benefits

Saturday, January 30

Returning to New Business

- Brooks (Schertz) moves to create annual sponsorship opportunities. Passed

Discussing relationship with Exemplars

1. Arlene Gunderson turned the meeting over to Keri Brooks, Vice President and recused herself from the meeting so as not to be involved in any of the discussion or decision making with regard to Exemplars and ASLTA because she works for this company.
2. Bill Newell spoke with the Exemplars representative. They're interested in giving ASLTA possibly a high level of sponsorship, 10 thousand dollar level, to be paid monthly. Possible terms of the sponsorship agreement:
 - a. Complimentary booth at our conference for Exeemplar
 - b. eBlast/eNewsletter announcement of sponsorship
 - c. Exeemplar will use only ASLTA certified tutors/those pursuing ASLTA certification
 - d. 5% of revenue donated to ASLTA
 - e. Other in-kind services, as negotiated
3. The Board agrees we will move carefully with this relationship, making sure our guidelines for annual sponsorship opportunities covers all possibilities so that ASLTA closely follows our 501c3 requirements and remains a neutral professional organization.

Work session: Filming of ASLTA Board Intro videos for website, further work on action plans

Lunch with Dan Hoffman, President of Utah ASLTA and Kim Smith, Chair of 2017 National ASLTA Professional Development Conference and the Conference Committee Chairs

Tour of hotel

Presentation of Conference plans by Kim Smith and the Conference Committee Chairs

Work session: MOU between ASLHS and ASLTA

Filming of Evaluation Videos

Resuming New Business

Discussion on ACTFL: ACTFL has updated their second language teaching standards, and the ASL standards need to be updated into new guidelines by the end of 2016 or they'll be dropped from the ACTFL standards master directory.

ACTFL has a "_____ CAN DO" campaign happening presently where language differences are spotlighted. An Ohio organization has drafted an ASL CAN DO promo that has erroneous information. Jason Zinza will send this to the Board for suggested revisions and will follow up.

- Schertz (Brooks) move for Jason Zinza to establish an ACTFL committee to maintain the ASLTA-ACTFL relationship, communicate updates, and guide any needed action between the two organizations. Passed
- Lewis (Kraft) moves that Jason Zinza forms an ACTFL action committee to work on updating ASLTA standards to present ACTFL guidelines. Passed

Upcoming ASLTA Board Meetings (Online meetings will start at 8pm EST/7 CST/6 MST/5 PST)

Monday, Feb 29
Wednesday, March 30
Wednesday, April 27
Wednesday, May 25
Wednesday, Aug 31

Next face to face meeting: June 24-26. NEED to find major sponsor for this face to face meeting. Arlene will work on asking Gallaudet or another college to donate dorm/meeting space. Essential for Board to stay in same place so can have productive work sessions. Ben Lewis will check on his college hosting. Keep eyes open for opportunities!

MOU between ASLHS and ASLTA finalized. Jason will email to all Board members for review and vote at our next online meeting.

Sponsor level guidelines will be updated and sent out by Bill Newell.