



# AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

## Online Board Meeting Minutes

Sunday, April 22, 2018

Time: 7 PM [EST], 6 PM [CST], 5 PM [MST] & 4 PM [PST]

### 1. Roll Call

Janice Smith-Warshaw, President

Jason E. Zinza, Secretary

David Martin, Member-at-Large

Beatrice Pfaff, Chapter Affiliation Chair

Amy June Rowley, Evaluation Chair

Kristine Hall, NDPC 2019 Chair [guest]

Lisa Godfrey, ASLHS Coordinator [standing committee]

Vice President [vacant]

Treasurer [vacant]

Professional Development Chair [vacant]

Advocacy Director [vacant standing committee]

Heritage Language Director [vacant standing committee]

World Languages Director [vacant standing committee]

a. Absence(s):

### 2. Meeting called to order at 7:34 pm EST

### 3. President's Report

President's Tasks:

- a. ASLTA newsletter update. No content received from regional directors (who were asked to create a video update), even though were due April 15. Next newsletter to include the formal Parliamentarian's report, FAQ, and budget information.
- b. Confidentiality. Reminder for Board members to respect confidentiality and not share information publicly until all ASLTA members receive the same info.

- c. Weekly communication with ASLTA members. President Smith-Warshaw is interested in a consistent schedule (every two weeks, for example), highlighting various topics as they arise. Board suggests monthly vlogs, at minimum.
- d. NAD conference in Hartford, CT. ASLTA is current in its dues to NAD for 2017-2018.
- e. 2019 ASLTA Conference Planning (2nd Board meeting in each month). Would like the Board to focus on conference planning / support for NPDC Chair Kristine Hall and her team every second Board meeting each month to ensure conference planning proceeds smoothly.
- f. Need to set dates for Board meetings that focus on:
  - Budget (set for May 4, 2018)
  - Certification issues (set for May 20, 2018)
  - Town Hall / Facebook Live (June 1? Depends on when the Parliamentarian's report arrives.
- g. Conference planning. President Smith-Warshaw recognizes and appreciates the tremendous dedication the conference chair Kristine Hall and the conference planning team have demonstrated.

**ACTION ITEM:** Member-at-Large Martin to create a vlog addressing the technical issues causing member log-in problems.

**ACTION ITEM:** Investigate how to proceed with a paper ballot and ensuring each member will receive a ballot (need to update member addresses).

**ACTION ITEM:** President Smith-Warshaw to create a vlog describing the upcoming Parliamentarian's report and action items to occur once it arrives. Update members that a hard drive was located with new documents that may affect the Parliamentarian's final report. Include mention of Amy Anderson from New Jersey, one of four Teacher of the Year finalists; ASLHS teacher grant applications deadline is May 1, 2018.

#### **4. Vice President's Report**

None

#### **5. Secretary's Report**

- a. Board meeting schedule (July 2018 onward). Proposed dates:
  - July 8, 2018
  - July 22, 2018
  - August 5, 2018
  - August 19, 2018

- September 9, 2018 (in lieu of September 2 / Labor Day)
- September 16, 2018
- September 30, 2018
- October 14, 2018
- October 28, 2018
- November 11, 2018
- December 2, 2018 (in lieu of November 25 / Thanksgiving)
- December 16, 2018

b. Procedure for approving minutes (motion needed or not)

c. ASLTA position papers were removed in the past from the ASLTA website, and the Secretary has not been able to locate copies. Ask each Board to check their emails and Google Drive to search for the missing position papers.

## 6. Treasurer Report

a. Bank Balance Update

### Bank of America:

ASL Honor Society	\$ 41,360.79
Evaluation Program	\$ 3,169.44
Main Checking	\$ 37,616.46
NPD Conference	\$ 7,532.49
National Standards Project	\$ 4,002.71

### Schwab Investment:

LF2	\$ N/A
Main-Unrestricted	\$ N/A
L1 Initiatives Fund	\$ N/A
Riggs	\$ N/A

## **7. Chapter Affiliation Chair Pfaff**

Need to develop a process to handle ways ASLTA can serve public requests for help or assistance. Should ASLTA develop guidelines for this kind of need? Bea to look into having a standing committee address this need, and will discuss solutions with the regional directors.

## **8. Member-at-Large Martin**

No report.

## **9. Evaluation/Certification Rowley**

No report.

## **10. Professional Development Chair [vacant]**

No report.

## **11. ASL Honor Society Coordinator Godfrey**

No report.

## **12. Standing Committee: Heritage Language [vacant]**

No report.

## **13. Standing Committee: World Language Director [vacant]**

No report.

## **14. Standing Committee: Advocacy [vacant]**

No report.

## **15. Guest: 2019 NDPC Conference Chair Hall**

Conference update:

- Met with Byron 2 weeks ago. Will use Event Espresso to handle conference registrations. Registration funds will go direct to ASLTA's NPDC account and linked from conference website.
- Needs to find a webmaster for the conference site. Was referred to Doug Bowen-Bailey at CIT. He recommended to use Event Coffee (??) to streamline the registration processes. Kristine is still looking into this. The cost is roughly \$300. Hoping registration can go live June 2018.
- New position: Youth program coordinator. Other than that, all positions on the committee are like previous years.
- Have 8 rooms. Aiming to have 7 workshops per day, with some presenters presenting twice. Discussing tracks with presentations focusing on the following:
  - Basic ASL (lower levels of instruction)

- ASL administration (program directors, growing programs, etc.)
  - Advanced ASL (upper levels of instruction)
  - Curriculum & Standards
  - High School ASL
  - ASLRT (heritage language)
  - Hands-on activities (focusing on how to do \_\_\_\_ types of presentations)
- Conference may feature a “safe zone” where sensitive issues can be discussed.
  - Interested in having poster sessions (looking into this now).
  - Conference will feature a live art auction.
  - Hotel costs are \$169 per night.
  - Registration costs will be \$375. (Same as previous years). Will have student discounts, standard non-member rates, etc.
  - First night will not have entertainment. Just a keynote and meet and greet, light refreshments, etc.
  - Keynotes to be delivered during lunch, not in the evening.
  - Will have different trivia, jeopardy games during lunch. Prizes to be given.
  - Diversity issues are important. Brainstorming ways to ensure diverse representation. We want to be very sensitive to our community, particularly POC, DeafBlind, etc.
  - Focusing on ways to make the conference certification-friendly for people pursuing ASLTA certification.
  - Want to have a tour of San Diego, or the Salk Institute, go to a Deaf-owned business, DawnSignPress for wine and cheese, etc.
  - 6 hotel rooms have already been reserved, plus one suite. There is good early interest!

**MEETING ADJOURNED 9:40 pm EST**

Meeting Minutes respectfully submitted by Secretary J. Zinza

**Future meetings:**

May 6, 2018 at 7 pm EST

May 20, 2018 at 7 pm EST

June 3, 2018 at 7 pm EST  
June 24, 2018 at 7 pm EST