

Notes from ooVoo Meeting
May 22, 2013

Present: Glenna Ashton, Brian Kilpatrick, Patricia Beech, Cathi Bouton, Sharon Lott, and James Wilson

Glenna called the meeting to order at 8:11PM. Pat will be the pro tem secretary for this meeting.

Glenna talked about hotel rooms.

Suite has two rooms (each has King bed). Glenna will have one, and Brian & Jackie will have the other. We will have two extra rooms – Cathy & Pat, and Sharon & Lynn.

Comp Rooms will be for James Wilson & wife, Dove & wife, and Tim & wife.

She got Andy Lange to be our parliamentarian. He will fly in on Tuesday morning. He will be with us all day on Wed, Thurs morning & Fri morning for Business Meetings, and Sunday morning for Board meeting.

Keith had a problem getting evaluators. Since most of us are coming on Monday July 1, we can get an early start with meeting on Tuesday July 2. Hopefully on Wednesday July 3, we will just have to finalize plans for the Business meetings. Glenna decided that she could release Brian, Pat, and Sharon for evaluating. Brian said that we needed to put that in the policy.

Brian said that on July 1 we will go through the secretary's boxes, on July 2 we will have all-day board meeting, and on July 3 the only time we cannot evaluate is during lunch with the CIT board.

Glenna will arrive during morning of July 1 around 10:30.
Cathi will arrived during afternoon of July 2 around 4PM.

Sharon will meet with Dorothy Wilkins on June 8 to pick up the secretary's boxes (includes VHS tapes).

Brian moved that ASLTA pay Sharon one-way from Rochester, NY to Morganton, NC (14 cents a mile). Pat seconded. Passed.

Note: Brian's goal is to return rental car before July 14.

Sharon moved that ASLTA pay Brian for rental car from Charlotte, NC to Texas, plus gas. Pat seconded. Passed.

Novelties:

Sharon suggested USB for handouts, etc. We all agreed that we would give out USB at end of conference (after receiving evaluations).

We decided to suspend this discussion to next ooVoo meeting.

Glenna mentioned that she had a meeting with the Evaluation committee. Someone suggested Fuzebox for video chat. She will get info for the board.

Brian talked about VIP reception. Sharon said that Tim would work on this. Glenna will do the invites.

Brian wanted to talk about the program book.

1. Biographies on board officers (Pat reminded that pictures were taken of us at the April meeting.)
2. Andy Lange & profile
3. Award List needs to include picture of Marie Phillips (Glenna said that Master ASL book had a good picture; Brian was hoping for a picture of a young Marie)

Sharon said that James Wilson was working with Hanes Company.

Brian suggested that we put deadlines on various items. Glenna said that we could put deadlines on the ASLTA home page.

James Wilson joined the video chat @ 9:05PM.

Brian asked who was responsible for updating history in the program book. No reply.

Brian asked about RID CEUs and ASLTA Clock Hours. Sharon said that Beverly was in charge of the ASLTA Clock Hours (will use honor system and stamps) and Tanya was in charge of the RID CEUs (will use bar code).

Sharon explained that several presenters (i.e., Keynote) didn't hand in CEU forms so there will be no CEUs for this. Sharon said ASLTA Clock Hours would be provided for those.

Sharon asked for sample of CEU and Clock Hour Forms from Brian.

James explained that he was working with a design company. That company will create a digital file. Below are deadlines:

Advertisements – May 31

Other stuff – June 14

We will get draft @ June 18

Submit comments @ June 21

The company can do the printing in 24 hours, but James preferred 48 hours. They will get box of program books @ July 1.

Glenna asked about the food budget. James replied that we had three dates:

June 8, June 17, and June 20

Pat and James discussed chapters, and agreed that we would ask for names by June 8. Pat explained that she gave June 21 as deadline in the letter invite. She will send another email explaining that the deadline has changed to June 8.

James asked about Wi-Fi for the training rooms. It will be \$75 per day, so it would be around \$1650 for all rooms. Those who stay in hotel rooms will get free use of Wi-Fi.

Sharon asked about live streaming. Troy University will provide that. There is a plan for those who want to watch live streaming – they will have to pay. James said that Troy University wanted better bandwidth in the hotel. Also, Troy will send 4 students. We needed more info on this, so Sharon will check. Brian suggested that we have the agreement in black & white.

Sharon said that she was having issue with presenters backing out, due to cuts at Gallaudet and other places. Glenna said that at last minute we can use forum (one example is a panel of past presidents).

Pat asked that all ASLTA board officers assist at the Chapter Training workshop.

Brian and Cathi will like a rough draft of the food budget.

James said that we had about 230 registrants. He felt that we would reach 250 registrants.

Brian asked James if he had personal e-mail address for his hotel contact.

James expressed interest in joining us at the Chapter Luncheon.

Pat talked about Kristen wanting to have a private meeting with the board about the 2015 conference, and then a promo (we decided at the banquet).

James said that a conference banner would be made.

James said that he planned to introduce the Award chair to the store, and has informed the store about the 501c3 status. Glenna did send the specifications. Glenna showed her Acrylic award.

Brian said the he had not received any award nominations. James suggested that Brian video himself explaining about the awards. Sharon suggested that Pat do that for nominations on president and secretary.

James will send email to Cathi explaining about purchase order for tote bags.

James said that at the next ooVoo meeting he would talk about tote bags, lanyards/badges, and t-shirts.

We decided that we would meet again via ooVoo on May 29 at 8PM.

Meeting was adjourned at 10:22PM

Respectfully Submitted,
Patricia Beech
Pro Tem Secretary