



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

**ASLTA Board Special Meeting
Sunday, January 26, 2020
Time: 6:30 PM [EST]**

1. Roll Call

Janice Smith-Warshaw, President
James Wilson, Vice President
Rhonda Jennings-Arey, Secretary
Jason E. Zinza, Treasurer
David Martin, Communications Director
Christine Sharkey, ASLHS Coordinator
Amy June Rowley, Evaluation and Certification Director

Absence(s):

Lorraine Flores, Professional Development Director
Beatrice Pfaff, Chapter Affiliation Director

2. Meeting started at 6:36 pm EST

3. President's Agenda

- a. Go through 28 Motions from IPPG committee meeting

MOTION #2020-017: I, David Martin, move that ASLTA state or regional chapters interested in bidding to host a national ASLTA conference must have nonprofit 501(c)3 status before placing a bid. A copy of the IRS nonprofit designation letter must be sent to the Professional Development Director as part of the notification of intent to bid for a conference at least 3 months before the general business meeting.

Seconded: Amy June Rowley

Vote: Passed

MOTION #2020-018: I, James Wilson, move that ASLTA state or regional chapters interested in bidding to host a national ASLTA conference must have a state-issued sales tax exemption certificate before placing a bid. A copy of the sales tax exemption form must

be sent to the Professional Development Director as part of the notification of intent to bid for a conference at least 3 months before the general business meeting.

Seconded: David Martin

Vote: Passed

MOTION #2020-019: I, Jason Zinza, move that ASLTA provide funds for conference hotel deposits until sufficient funds exist from registration revenue to fulfill the deposit requirement. These funds must be repaid to ASLTA from conference registration income and be included in overall conference expenses.

Seconded: David Martin

Vote: Passed

MOTION #2020-020: I, ??, move that ASLTA accept conference workshop proposals only from individuals with current ASLTA membership. Proposals will not be considered from individuals lacking ASLTA membership. This requirement will be clearly stated on all workshop proposal forms and the call for papers. Pre-conference workshop presenters arranged through a conference sponsor are exempt from membership requirements.

Seconded: ??

Vote: Table to the next IPPG meeting

MOTION #2020-021: I, James Wilson, move that the Conference Professional Development Chair and Conference Chair prioritize workshop proposal acceptance based on the quality of the proposal and the presenter's ASLTA certification and membership status, according to the following:

Certification & Membership Status	Priority Level
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Master	Highest
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Certified	High
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Professional	Moderate
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Qualified	Medium
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Provisional	High low
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No certification + Associate membership	Low
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No certification + Supporting membership	Lowest
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Seconded: Christine Sharkey

Vote: Passed

MOTION #2020-022: I, David Martin, move that all applicants for conference scholarship funds to attend the NPDC have ASLTA membership before applying. This requirement will be clearly stated on all application forms and procedural information. No scholarships will be given to individuals who do not have ASLTA membership.

Seconded: James Wilson

Vote: Passed

MOTION #2020-023: I, Amy June Rowley, move that the ASLTA Board of Directors be responsible for awarding conference scholarships to the NPDC. Guidelines and selection criteria to be developed by the Board of Directors and shared with the public.

Seconded: Christine Sharkey

Vote: Passed

MOTION #2020-024: I, David Martin, move that conference exhibitors who have ASLTA institutional membership be provided preferred exhibit booth location selection, plus other benefits not offered to regular conference exhibitors and sponsors.

Seconded: James Wilson

Vote: Passed

MOTION #2020-025: I, David Martin, move that ASLTA provide the following benefits to Institutional membership:

- a) Institution graphic and links posted on the ASLTA homepage;
- b) Institution graphic and links included in blasts to all ASLTA members;
- c) Free half-page advertisement in the ASLTA conference program book;
- d) Recognition and appreciation of Institutional members via announcements, posters, and / or video during the ASLTA conference;
- e) Separate attendee bags reserved for Institutional members during the ASLTA conference;
- f) Preferred booth space in the conference exhibit hall;
- g) Quarterly check-ins from the Communications Director to each Institutional member;
- h) Discounted rates for ASLTA advertising.

Seconded: Christine Sharkey

Vote: Passed

MOTION #2020-026: I, Jason Zinza, move that non-member conference registration to include one year of Supporting-level ASLTA membership, added to the registration fee. The membership term will be extended until August 31 of the following year.

Seconded: Rhonda Jennings-Arey

Vote: Passed

MOTION #2020-027: I, Christine Sharkey, move that student conference registration discounts be available only to ASLTA members. Students must submit documentation of current full-time student status to the conference Registration Chair prior to the conference, or pay the difference between the Student and Member registration rate.

Seconded: David Martin

Vote: Passed

MOTION #2020-028: I, Amy June Rowley, move that ASLTA approve the following eligibility requirements for the conference Professional Development Chair:

- a) ASLTA member in good standing;
- b) ASLTA certified: Master, Certified, or Professional ASLTA certification accepted;

- c) Be a member of the conference planning committee;
- d) Reside no more than an hour away from the conference site.

If the above requirements cannot be met, the Conference Chair may expand eligibility to include:

- e) Have the required ASLTA certification, ASLTA membership, and be a resident of the state where the conference will be held;
- f) Have the required ASLTA certification, ASLTA membership, and reside out of state.

If the Conference Chair cannot find an individual who meets the above requirements, then the national ASLTA Professional Development Director will serve as the conference Professional Development Chair.

Seconded: Jason Zinza

Vote: Passed

MOTION #2020-029: I, ??, move that ASLTA authorize the Conference Chair to waive no more than 15 conference registrations total. Waivers cannot be granted to individuals who do not have current ASLTA membership.

Seconded:

Vote: Tabled to the next IPPG meeting

MOTION #2020-030: I, ??, move that individuals may not purchase day passes for any pre-conference events or training sessions offered during the national ASLTA conference.

Seconded:

Vote: Tabled to the next IPPG meeting

MOTION #2020-031: I, Amy June Rowley, move that all national NPDC pre-conference sessions be coordinated by the ASLTA Professional Development Director, rather than the Conference Chair or Conference Professional Development Chair. Costs will be paid for by ASLTA. Revenue from pre-conference sessions is to fund professional development and / or ASLTA certification opportunities during non-conference years.

Seconded: David Martin

Vote: Passed

MOTION #2020-032: I, ??, move that interpreters contracted to provide interpreting services at the NPDC shall be paid an hourly rate, rather than a flat fee. The hourly rate will be determined by the Conference Chair and Conference Interpreter Coordinator, subject to approval by the ASLTA Board of Directors.

Seconded:

Vote: Tabled to the next IPPG meeting

MOTION #2020-033: I, Jason Zinza, move that the Conference Chair and Conference Food / Meals Coordinator provide coffee and / or light pastries during the morning general business sessions at the NPDC. Costs are to be included in the conference budget.

Seconded: Amy June Rowley

Vote: Passed

MOTION #2020-034: I, James Wilson, move that the conference Food / Meals Coordinator and Conference Chair schedule a Chapters Luncheon or Chapters Dinner event during the NPDC. Costs are not included in the conference budget. Event planning to be coordinated with the Chapter Affiliation Director regarding:

- a) Date and time of event;
- b) Type of event (luncheon or dinner);
- c) Food and beverage selection;
- d) In conference hotel or off site;
- e) Participation fee;
- f) Publicizing and registering participants.

Seconded: David Martin

Vote: Passed

MOTION #2020-035: I, Christine Sharkey, move that the conference Food / Meals Coordinator and Conference Chair schedule an ASL Honor Society Luncheon or ASL Honor Society Dinner event during the NPDC. Costs are not included in the conference budget. Event planning to be coordinated with the ASL Honor Society Coordinator regarding:

- a) Date and time of event;
- b) Type of event (luncheon or dinner);
- c) Food and beverage selection;
- d) In conference hotel or off site;
- e) Participation fee;
- f) Publicizing and registering participants.

Seconded: Amy June Rowley

Vote: Passed

MOTION #2020-036: I, Amy June Rowley, move that the conference Food / Meals Coordinator and Conference Chair schedule a President's reception event during the NPDC. Costs are to be included in the conference budget. The luncheon is by invitation only and intended for conference sponsors, ASLTA committee members, and other individuals invited by the President.

Seconded: James Wilson

Vote: Passed

MOTION #2020-037: I, David Martin, move that ASLTA prohibit use of hotel room service during the NPDC by any ASLTA Board of Directors member or any member of the

conference committee. All Board members and conference committee members are strongly encouraged to set time aside for meals during the NPDC.

Seconded: Christine Sharkey

Vote: Passed

MOTION #2020-038: I, David Martin, move that the Finance Chair include all interpreting costs into the conference budget. Costs may include:

- a) Interpreter compensation for contracted services;
- b) Meals (if any);
- c) Accommodations (if any);
- d) Travel (if any).

Seconded: Jason Zinza

Vote: Passed

MOTION #2020-039: I, ??, move that the Interpreter Coordinator of the NPDC schedule professional interpreters at the following events:

- a) Opening ceremony;
- b) Closing ceremony;
- c) Keynote / change maker addresses (as needed).

Seconded:

Vote: Tabled to the next IPPG meeting

MOTION #2020-040: I, James Wilson, move that the Interpreter Coordinator of the NPDC schedule volunteer copy-signers in advance for the following event/s:

- a) Each workshop / presentation.

Seconded: David Martin

Vote: Passed

MOTION #2020-041: I, ??, move that the Interpreter Coordinator and Conference Chair schedule professional interpreters with experience interpreting for DeafBlind individuals based on the following guidelines:

- a) Source interpreters from the same city or area surrounding the conference location;
- b) Source non-local interpreters only when local interpreters cannot be obtained;
- c) Costs for DeafBlind interpreting services is to be included in the conference budget;
- d) DeafBlind attendees at the conference may not request specific interpreters from outside the conference host city. If local interpreters cannot be sourced, DeafBlind attendees may make suggestions for specific interpreters but this is not a guarantee of contracted services with those interpreters.

Seconded:

Vote: Tabled to the next IPPG meeting

MOTION #2020-042: I, ??, move that ASLTA adopt the following guidelines regarding international interpretation services at the NPDC. While ASLTA welcomes conference

attendees from around the world, ASLTA cannot source, contract, and provide interpreters able to work in the many different sign languages used by international attendees. For international attendees, the Interpreter Coordinator may offer the following:

- a) Conference registration is waived for international attendees, to offset costs involved in bringing an interpreter to the conference.
- b) If available, International Sign interpretation may be provided, upon discussions with the Conference Chair, the Interpreter Coordinator, and the Board of Directors.
- c) Any international interpreting services is to be sourced within the area where the conference is hosted.

Seconded:

Vote: Tabled to the next IPPG meeting

MOTION #2020-043: I, ??, move that the Interpreter Coordinator of the NPDC provide an interpreter break room if desired. The break room should be multi-purpose and shared with the Conference Committee or others rather than renting a separate room solely for interpreters.

Seconded:

Vote: Tabled to the next IPPG meeting

MEETING ADJOURNED AT 7:32 pm EST

Special Meeting Minutes respectfully submitted by Secretary Jennings-Arey.