



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

Online Board Meeting Minutes
Sunday, March 15, 2020
Time: 6:00 PM [EST]

1. Roll Call

Janice Smith-Warshaw, President

Rhonda Jennings-Arey, Secretary

Jason E. Zinza, Treasurer

David Martin, Communications Director

Lorraine Flores, Professional Development Director

Amy June Rowley, Evaluation and Certification Director

Absence(s):

Christine Sharkey, ASLHS Coordinator

James Wilson, Vice President

2. Meeting called to order at 6:07 pm EST

MOTION #2020-050: I, Jason Zinza, move to approve the special meeting minutes from 01/26/20 as read.

Seconded: David Martin

Vote: Passed

MOTION #2020-051: I, David Martin, move to approve the meeting minutes from 02/11/20 as read.

Seconded: Jason Zinza

Vote: Passed

MOTION #2020-052: I, Jason Zinza, move to approve the special meeting minutes from 02/22/20 as read.

Seconded: Lorraine Flores

Vote: Passed

3. President's Report

- a. Resignations from Bea Pfaff, Chapter Affiliation Director and Tony Ellis, Evaluation Assistant

MOTION #2020-053: I, David Martin, move to accept Beatrice Pfaff's resignation effective 03/26/20.

Seconded: Lorraine Flores

Vote: Passed

We, the board, received Tony Ellis' email that his contractual service ceased effective February 7, 2020.

- b. Needs to make a motion to add my video to the website about the Mission Statement

MOTION #2020-054: I, David Martin, move to approve President Janice's video related to the mission statement.

Seconded: Lorraine Flores

Vote: Passed

- c. Two-hour Board/Committee training from Mark Apodaca, Parliamentarian (agenda moved to April 12 meeting).
- d. Board's trip to Ohio on June/July (agenda moved to April 12 meeting).
- e. Board's meeting schedule for June/July in Google Drive (agenda moved to April 12 meeting)
- f. Contacted American Annals of the Deaf (AAD) to add ASLTA in national professional organizations and centers section.
- g. H.R. 5483 "Signing is Language" Act
<https://www.nad.org/support-signing-is-language-act/>
- h. My appointment as the Council on Education of the Deaf's Board Treasurer (2020-21)

4. Vice President's Report

No Report

5. Secretary's Report

- a. Want to be clear about the writing committee. Is this as needed?

6. Treasurer's Report

- a. Travelers Insurance (D&O) insurance premium of \$1,184.00 is due 3/23/20. No increase from 2019's rate.

MOTION #2020-055: I, David Martin, move to pay the insurance premium that is due to D&O Travelers Insurance.

Seconded: Lorraine Flores

Vote: Passed

- b. A Strategic Planning Committee is formed and planning the first meeting. Members: Brenda Falgier, Damon Johnson, Greta Knigga-Daugherty, Detoine Williams, Katie O'Brien.
- c. Travel arrangements to Ohio face-to-face. Two Board members have purchased tickets; what are the plans for the rest of the Board? F2F still on?
- d. ACTFL 2020 conference registration now open. Early bird until July 8 is \$270. What is ASLTA's plan for representation?
- e. Bea has 1-2 boxes (more?) of 2019 conference materials. What is the plan for these?
- f. Tony Ellis (Evaluation program) has ASLTA equipment (computer, printer, files, etc.). What is the plan for these?
- g. Received donation of \$15.10 from Amazon. This is free money from people who shop on Amazon and designate ASLTA as beneficiary. Would like to see more effort in encouraging members to select ASLTA. Ideas?
- h. Membership update.

| Current ASLTA Membership (as of 3/15/20) | | | |
|---|------------------|-----------------------|-----------------------|
| Membership Category | Current # | Last Meeting # | 2019-2020 Goal |
| <i>Supporting - 1 year</i> | 72 | 67 | |
| <i>Supporting - 2 years</i> | 32 | 29 | |
| <i>Associate - 1 year</i> | 295 | 266 | |
| <i>Associate - 2 years</i> | 97 | 90 | |
| <i>Certified - 1 year</i> | 98 | 97 | |
| <i>Certified - 2 years</i> | 41 | 41 | |
| <i>Retired - 1 year</i> | 0 | 0 | |
| <i>Retired - 2 years</i> | 0 | 0 | |
| <i>Retired Certified - 1 year</i> | 4 | 4 | |
| <i>Retired Certified - 2 years</i> | 2 | 2 | |
| TOTAL MEMBERSHIP | 641 | 596 | 1,000 |
| <i>Institutional Members</i> | 14 | 12 | |

| | | | |
|----------------|---|---|--|
| ASLTA Chapters | 5 | 4 | |
|----------------|---|---|--|

k. Financial update.

| Current ASLTA Financial Status (as of 3/15/20) | | | |
|---|------------------------|---------------------------|------------------------------|
| *SPECIAL NOTE: The QuickBooks interface with Bank of America was down for maintenance at the time balances were checked. Information is not up to date. Treasurer will update this section once maintenance is completed.* | | | |
| Bank of America Accounts | Bank Balance | QuickBooks Balance | Needs to be Processed |
| <i>ASL Honor Society</i> | \$ 56,419.71 | \$ 67,985.10 | N/A |
| <i>Evaluation & Certification</i> | \$ 2,919.05 | \$ 4,870.44 | N/A |
| <i>Main Checking</i> | \$ 106,379.98 | \$ -17,128.66 | N/A |
| <i>Conference</i> | \$ 57,845.79 | \$ 11,802.47 | N/A |
| <i>National Standards</i> | \$ 3,105.83 | \$ 3,105.59 | N/A |
| <i>External Donations to Main Checking Account</i> | \$ 20.15 | N/A | 0 |
| TOTAL ACCOUNT VALUE | \$ 226,728.34 | \$ 67,415.44 | N/A |
| Schwab Long-Term Investment Accounts | Account Balance | Available Funds | Investment Notes |
| <i>L1 Initiatives Fund</i> | \$ 14,981.61 | \$ TBD | +\$67.79 (.18%) |
| <i>LF2 Fund</i> | \$ 4,137.16 | \$ 0.00* | +\$2.84 (.07%) |
| <i>Riggs Fund</i> | \$ 6,766.26 | \$ 0.00* | +\$4.92 (.07%) |
| <i>Main Investment Fund</i> | \$ 82,929.30 | \$ 271.90 | +\$146.18 (.18%) |
| <i>External Donations (specify account)</i> | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| TOTAL ACCOUNT VALUE | \$ 108,814.33 | \$ 432.92 | +\$158.58 (.16%) |
| *Fund cannot be used until it has reached \$10,000.00 in value. | | | |

7. Professional Development Director Flores

- New Ohio ASLTA President - Sarah Henegar
- The theme for the conference in 2021: **Benefit Of Collaboration Among Teachers**

ACTION ITEM: This needs to be shorter.

- Follow up with Arlon for their next meeting with conference committees
- Review with the memorandum of understanding

8. Evaluation and Certification Director Rowley

- ASLTA certificates (PDF copy) - Needs to have some assistance with graphic design work

ACTION ITEM: Jason will design the certificates.

- List of courses/places we approve for ASLTA certification application
- Jason made email about certification members, their certification is fine but their membership is not. Need an ASL translation of that email.

ACTION ITEM: ASL translation is needed of that email.

9. Chapter Affiliation Director VACANT

No report.

10. Communications Director David Martin

No report.

11. ASL Honor Society Coordinator Sharkey

Janice reported for Christine who could not make it to the meeting. Christine recommended that Jessica Parker take over coordinator effective August 2020. The board has approved this position with understanding that Jessica will pursue her ASLTA certification as soon as possible.

MEETING ADJOURNED AT 9:02 pm EST

Meeting Minutes respectfully submitted by Secretary, Rhonda Jennings-Arey.

Future meetings:

April 12, 2020 at 6:30 pm EST

May 10, 2020 at 6:30 pm EST

June 14, 2020 at 6:30 pm EST