



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

**Online Board Meeting Minutes
Sunday, May 15, 2022
Time: 6:30 PM [EST]**

ASLTA is inviting you to a scheduled Zoom meeting.

Topic: ASLTA's Zoom Meeting

Time: May 15, 2022 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85262705367?pwd=d3pKaGV3L0tIV0VIQ0U4L0dld3doUT09>

Meeting ID: 852 6270 5367

Passcode: 123334

1. Roll Call

James Wilson, President

Lorraine Flores, Vice President

Jason E. Zinza, Treasurer

Bo Clements, Chapters Affiliation Director

Rhonda Jennings-Arey, Secretary

Jessica Parker, ASLHS Coordinator

Participants

Annie Welch

Sara Bianco

Kevin Youngblood

Bob Donaldson-Pirc

Absent:

David Martin, Communications Director

Amy June Rowley, Evaluation and Certification Director

2. Meeting called to order by President Wilson at 6:34 pm EST

MOTION #2022-018: I, Lorraine Flores, move to approve the meeting minutes from 04/24/2022 and special meeting minutes from 04/26/2022 as read.

Seconded: Jason Zinza

Vote: Passed

MOTION #2022-019: I, Jason Zinza, move to approve the meeting minutes from 04/24/2022 and special meeting minutes from 04/26/2022 as read.

Seconded: Lorraine Flores

Vote: Passed

3. President's Report

a. Board Retreat

- Transition Plan for 2023-2027 -Treasurer is leaving as his position ends, we need to learn about his duties, also chapters affiliation director, communication director, and vice president. That is a lot, so we need to be proactive.
- LGBTQIA Committee Report on 2025 NPDC - Bridgette Klein is chairing this committee. She asked Bo Clements to serve on the committee and he agreed. He and Bridget had a conversation about the politics in Florida. There will be a meeting May 26 and Bo will tell us what happened during our retreat.
- Hotel Visit: Columbus, Ohio for 2023 NPDC - there is a reservation and we will meet at the hotel at 9 am to noon on June 29th.
- Post Retreat Tasks: Evaluation & Certification - Amy June wants the board to work on some of their tasks as she needs our help.

b. South California Chapter Update - They finally closed their chapter. Waiting for their check and we do not know how much it will be, that is the good news. The bad news is that they got the FTB Franchise Tax Board, they wanted us to fill it out, but it has nothing to do with the national level.

c. Professional Development Director Update - we have two candidates. We need to vote after the meeting as this is not public.

d. Summer Board Meeting Schedule: 6/12, 7/17 and August and on it will be the 2nd Sunday.

4. Vice President's Report

a. Online Courses - people are starting to sign up for these classes.

b. Will follow up with DEI Chair for next new meeting - no new date of meeting yet but will communicate with them to set up monthly meetings.

5. Secretary's Report

a. Writing Committee met today to start the classroom position paper that we are asked to do, we will meet again July 24 in hopes that we will finish that paper by then.

b. Writing committee's five position papers are ready for the members to see, and we have a video as well. Asking to get this ball rolling and send out. The only thing left is to do a transcript of that video. Need a date of when to send that out and what the procedure is.

6. Treasurer’s Report

- a. Website update. Security features are nearing completion. Starting to work on the front page of the website. Hope to have something to show within the next two weeks. Priorities:
 - i. Membership registration
 - ii. Professional development database
 - iii. Certified membership verification - on hold due to LOA (?)
 - iv. Other?
- b. Requesting update re: NASL-EHL donation of \$5,000.00 from the L1 fund.
- c. Scheduling account reconciliation chargeback / transfers the first week of June (every 6 months this is done). Much appreciation to James.
- d. Missed the 990 form filing due to the chapters issue. Will have to file in November.
- e. Discussion needed: Purchasing refundable vs. non-refundable transportation tickets for ASLTA business. Preferred approach for future needs?
- f. Interested in re-focusing the Strategic Planning Committee to become more of a Steering Committee. It’s become clear that long-term planning is very challenging to do when there are many existing needs and issues needing resolution before planning for future growth. Steering committees function similar to a SPC except the focus is on current needs instead of future needs.
- g. Review and approval of ASLTA non-disclosure agreement.

MOTION # 2022-020 - I, Jason E. Zinza, move that ASLTA adopt the draft non-disclosure agreement, effective May 15, 2022.

Seconded By: RJ

Vote: passed

- h. Review and approval of ASLTA conflict of interest agreement.

MOTION # 2022-021 - I, Jason E. Zinza, move that ASLTA adopt the draft conflict of interest agreement, effective May 15, 2022.

Seconded By: Bo Clements

Vote: passed

- i. Membership: ASLTA is near the end of its membership cycle. We are at 715 members, which means we grew 15.8% above the goal for 2021-2022.

Current ASLTA Membership			
Membership Category	Current #	Last Meeting #	2021-2022 Goal
<i>Supporting - 1 year</i>	32	32	85
<i>Supporting - 2 years</i>	58	58	36

<i>Associate - 1 year</i>	260	253	218
<i>Associate - 2 years</i>	167	163	104
<i>Certified - 1 year</i>	116	116	100
<i>Certified - 2 years</i>	67	65	48
<i>Retired - 1 year</i>	0	0	2
<i>Retired - 2 years</i>	2	2	2
<i>Retired Certified - 1 year</i>	5	5	5
<i>Retired Certified - 2 years</i>	8	8	3
TOTAL MEMBERSHIP	715	702	603 (-20%)
<i>Institutional Members</i>	4	4	15
<i>ASLTA Chapters</i>	7	6	10

h. Banking & Schwab update.

Current ASLTA Financial Status			
Bank of America Accounts	Bank Balance	QuickBooks Balance	Needs to be Processed
<i>ASL Honor Society</i>	\$ 64,372.55	\$ 107,401.67	147
<i>Evaluation & Certification</i>	\$ 16,876.94	\$ 23,018.04	4
<i>Main Checking</i>	\$ 314,478.50	\$ 207,464.08	162
<i>Conference</i>	\$ 21,190.36	\$ 1,696.63	18
<i>External Donations to the NPDC (2023 Patrons)</i>	\$ 0	\$	
<i>National Standards</i>	\$ 3,108.94	\$ 3,108.94	0
<i>Professional Development</i>	\$ 11,715.25	\$ 8,392.39	3
<i>Inclusion & Equity</i>	\$ 100.00	\$ 100.00	0
<i>Investment</i>	\$ 100.00	\$ 100.00	0
<i>External Donations to Main</i>	\$	N/A	

Checking Account			
TOTAL ACCOUNT VALUE	\$ 431,258.99	\$ 375,664.24	
Schwab Long-Term Investment Accounts	Account Balance	Available Funds (cash)	Investment Notes
<i>L1 Initiatives Fund</i>	\$ 8,350.65*	\$ 59.58	+\$-79.16 (0.96%)
<i>LF2 Fund</i>	\$ 4,352.66*	\$ 34.05	+\$44.36 (1.03%)
<i>Riggs Fund</i>	\$ 7,135.15*	\$ 53.96	+\$74.78 (1.06%)
<i>Main Investment Fund</i>	\$ 87,869.62	\$ 8,778.15	+\$972.49 (1.12%)
<i>External Donations (specify account)</i>	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL ACCOUNT VALUE	\$ 107,718.08	\$ 8,925.74	
*Fund cannot be used until it has reached \$10,000.00 in value.			

7. Professional Development Director - VACANT

- No Report

8. Evaluation and Certification Director Rowley

- No Report

9. Chapter Affiliation Director Clements

- 2021-2022 paid chapters: WA-ASLTA, NC-ASLTA, VA-ASLTA, San Diego- ASLTA, SC-ASLTA, and Bluegrass-ASLTA. Maybe: Minnesota/follow up.
- 2021-2022 not paid chapters: Ohio-ASLTA, NJ-ASLTA, Rochester-ASLTA, Maryland-ASLTA, FASLTA, Willard-ASLTA
- Compliance checklist forms: **West:** WA-ASLTA, San Diego ASLTA, UTAH, IDAHO, Bay Area. **Midwest:** Ohio, Minn, Bluegrass - I have not received a form for Ohio yet. **Southeast:** SC-ASLTA - I have not received a form yet. **Northeast:** VA-ASLTA
- I sent all chapter bylaws to region representatives to update their chapters' bylaws.
- San Diego ASLTA hosted: April 16, 2022 - TWA workshop, May 14, 2022 - ASL Curriculum Panel.
- Ohio ASLTA hosted: April 9, 2022 - Character of syntax in ASL by Karen Boyd
- Chapters region representatives meeting - May 17, 2022 at 8:30 pm EST

10. Communications Director Martin

- No Report

11. ASL Honor Society Coordinator-Jessica Parker

- ASLHS May Newsletter
<https://aslhspr.wixsite.com/mysite/post/may-2022-aslhs-newsletter>
- ASLHS Literature winners announced (see newsletter)
- Lots of ASLHS graduation orders & ASLHS competition certificates mailed. New charm for honor cords & Andrew Foster medal for ASLHS Jr. In progress-ASLHS scholarship application review. 15 applications, 3 winners. ASLHS board members have been hard at work.
- Question about using ASLHS logo-members



MOTION # 2022-022 - I, Jason E. Zinza, move that ASLTA enter closed session to discuss PDD.

Seconded By: Bo Clements

Vote: passed

MOTION # 2022-023 - I, Jason E. Zinza, move that ASLTA end the closed session to discuss PDD.

Seconded By: Lorraine Flores

Vote: passed

MOTION # 2022-024 - I, Jason E. Zinza, move that the board appoint Aimee Sever-Hall to fill the position of PDD until it's expiration in 2025.

Seconded By: Jessica Parker

Vote: passed

MEETING ADJOURNED AT 8:33 pm EST

Meeting Minutes respectfully submitted by Rhonda Jennings-Arey

Future meetings: *ALL MEETINGS ARE AT 6:30 PM EST*

June 12, 2022

July 17, 2022

August 14, 2022

September 11, 2022

October 16, 2022

November 13, 2022

December 11, 2022