



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

Online Board Meeting Minutes

Sunday, May 17, 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

Lorraine Flores, Professional Development Director

Amy June Rowley, Evaluation and Certification Director

Bo Clements, Chapter Affiliation Director

Christine Sharkey, ASLHS Coordinator

Absence(s):

2. Meeting called to order at 6:33 pm EST

MOTION #2020-058: I, David Martin, move to approve the meeting minutes from 04/19/2020 as read.

Seconded: Lorraine Flores

Vote: Passed

3. President's Report

- a. Warm welcome Bo Clements, Director of Chapter Affiliation to ASLTA Board meeting
- b. Restricted Funds Ad Hoc committee meeting (see PD Director's report)
- c. 2021 Conference Co-chairs (See PD Director's report)
- d. Whova app for 2021 NPDC
- e. Virtual Board retreat on June 25 - July 2 (Thursday to Thursday) | Few Board members in-person. This will be continued to make a decision.
- f. Request for a Closed session regarding ASLTA membership

MOTION #2020-059: I, David Martin, move to go into a closed session about ASLTA membership.

Seconded: James Wilson

Vote: Passed

MOTION #2020-060: I, Jason Zinza, move to approve the to concur the closed session about ASLTA membership and resume the regular board meeting.

Seconded: David Martin

Vote: Passed

MOTION #2020-061: I, Jason Zinza, move to have the writing committee develop a new position paper related to the use of SimCom related to teaching ASL.

Seconded: David Martin

Vote: Passed

4. Vice President's Report

- a. Phase 6 and Phase 7 Bylaws Proposed Amendments.
- b. E-Vote System Still Available: with the website down, this is not available.

5. Secretary's Report

- a. Would like for you all to post your agenda 24 hours prior to the meeting. Thanks!
- b. The Writing Committee met and we are working on the ASL definitions at the moment. Plan to start with the position paper as that seems to be really important and probably the hardest to do.
- c. Curious when do we decide July's meeting and beyond

6. Treasurer's Report

- a. ASLTA website hacking. Has happened twice in 3 days. Working with Securitas to remove the corrupted code and restore functionality. Website is not operational. Member accounts and privacy have not been affected, and the hacker did not gain access to ASLTA financial information. Unfortunately, the scope of the hacking is beyond the Treasurer's ability to fix. Requesting that ASLTA purchase additional website security and hacking support. Cost from Securitas is \$199.99 for 1 year of service.
- b. The Restricted Funds Committee has focused on the L1 fund criteria. If funds will be taken in and out of that account on a regular basis, then it might be better to remove the funds from Schwab (long-term) and establish an additional sub-account at Bank of America to handle deposits and disbursements. Removing funds from Schwab can result in a loss of overall account value if the funds are needed quickly (i.e., selling stocks when they are not at their highest value). Please advise.

- c. Evaluation account concern. Account balance has dropped below \$1,000.00. A \$30.00 fee is charged by Bank of America when the account contains less than \$1,000.00 balance. Evaluation income is insufficient to cover expenses at this time. How does the Board want to proceed with this situation? Lend money to Evaluation? Transfer a “gift” to ensure the account balance stays above \$1,000? Fortunately, the Evaluation program is not paying for an office assistant, so the only financial expenses are to pay evaluator fees at this time.
- d. Membership update. **Cannot update the ASLTA membership numbers at this time since the website is locked down.** Membership growth has been very low this previous month - rough estimate is less than 10 new members.

Current ASLTA Membership (as of 4/19/20)			
Membership Category	Current #	Last Meeting #	2019-2020 Goal
<i>Supporting - 1 year</i>	76	72	
<i>Supporting - 2 years</i>	35	32	
<i>Associate - 1 year</i>	305	295	
<i>Associate - 2 years</i>	99	97	
<i>Certified - 1 year</i>	102	98	
<i>Certified - 2 years</i>	45	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	668	641	1,000
<i>Institutional Members</i>	14	14	
<i>ASLTA Chapters</i>	6	5	

- k. Financial update. The rush of graduation orders from ASLHS creates a processing backlog to balance the Main Checking account. There are 245 transactions that need to be processed in QuickBooks. Once that is complete, then the QuickBooks balance for the Main Checking account will return to a positive value.

L. Schwab update. The long-term investments were hit hard by the recent downturn in the stock market.

Current ASLTA Financial Status (as of 5/17/20)			
Bank of America Accounts	Bank Balance	QuickBooks Balance	Needs to be Processed
<i>ASL Honor Society</i>	\$ 61,823.13	\$ 71,540.68	68
<i>Evaluation & Certification</i>	\$ 894.36	\$ 2,699.93	7
<i>Main Checking</i>	\$ 110,982.08	\$ -143,339.35	245
<i>Conference</i>	\$ 57,845.79	\$ 36,241.70	0
<i>National Standards</i>	\$ 3,106.09	\$ 3,106.09	0
<i>External Donations to Main Checking Account</i>	\$ 0.00	N/A	0
TOTAL ACCOUNT VALUE	\$ 234,651.45	\$ -29,750.95	320
Schwab Long-Term Investment Accounts	Account Balance	Available Funds (cash)	Investment Notes
<i>L1 Initiatives Fund</i>	\$ 13,659.80	\$ TBD	+\$12.60 (.16%)
<i>LF2 Fund</i>	\$ 3,955.01	\$ 0.00*	+\$7.04 (.18%)
<i>Riggs Fund</i>	\$ 6,447.36	\$ 0.00*	+\$11.86 (.18%)
<i>Main Investment Fund</i>	\$ 76,619.36	\$ 79.05	+\$109.70 (.14%)
<i>External Donations (specify account)</i>	\$ 5.00 LF2 Fund	\$ 0.00	\$ 0.00
TOTAL ACCOUNT VALUE	\$ 100,686.53	\$ 79.05	+\$141.20 (.15%)
*Fund cannot be used until it has reached \$10,000.00 in value.			

7. Professional Development Director Flores

- Restricted Funds Committee meetings (ongoing) and will invite Mark Apodaca for the next meeting to clarify. Mark will join them for a meeting to clarify things next Saturday.

- Ohio ASLTA Co-Conference Chairs, their budget proposal, finalizing the logo(s), and answered their questions from President Janice, Treasurer Jason, and me. The budget needs to be revised as it has to be \$180,000 and not more than that. The logo is almost finalized and the website is ready. There will be a meeting on Friday about how to do registration and call for presenters.
- I think the exact number of 13 is now certified. Yay!

8. Evaluation and Certification Director Rowley

- Concerned about the payment plan that a member asked for.
- Got an email from someone about the SLPI score and a university told the person that SLPI intermediate equals 3+ on ASLPI but there is a disagreement about what the equivalency between SLPI and ASLPI is. If we want to make changes, the changes have to reflect on the website.
- Made two videos for David recently. Still waiting on the tripod. First video was about renewing membership and the other one was about recruiting more evaluators.
- Will plan a meeting to plan the webinar soon. Need to decide the price for registration.

9. Chapter Affiliation Director Clements

- I contacted Jason to give me a list of chapters that had been paid or not paid for the chapter fees for the year of 2019-2020.
- Currently chapters have been paid \$50.00 - **Willard ASLTA, NCASLTA, MinnASLTA, FASLTA, SC-ASLTA, VA ASLTA and OhioASLTA.**
- Currently chapters has not been paid \$50.00: -
 - ★ Bryan Bowen - **ASLTA Bluegrass chapter** - Still active. Will pay \$50.00.
 - ★ Glenna Cooper - **Oklahoma**. She recalled there was some group that tried to set up the official ASLTA chapter many years ago but didn't due to lack of interest at the time. Actually, there were no funds available. Right now, They are trying to establish the chapter recently with their first ASL mini conference but had to cancel due to the COVID.
 - ★ Lyra Behnke - **ORASLTA** - I sent an email to her to follow up to check if it is active or inactive.
 - ★ A person via FB messenger - **ASLTA Colorado** to check if their chapter is active. This person said "Yes, we are still active. I will follow up with this person to make sure to pay \$50.00.
 - ★ Dawnette - **ASLTA IDAHO** - no response from her yet.
 - ★ Yvonne Montalette, an interim president of **UTASLTA**. She mentioned that Utah has not been paid for \$50.00. They are starting active and planning for their state mini-conference this summer, and at the same time elect new officers and board.

- ★ Barbara Hayes - **WA-ASLTA** - She texted me to ask me if WA paid \$50.00. I told her, No. She follows up on it with a treasurer to let me know.
 - ★ **BA-ASLTA, SoCAL-ASLTA & San Diego ASLTA** - I will contact them.
 - ★ I will work with Brenda Schertz to follow up with those chapters in the northeast regional - **MDASLTA, NJ-ASLTA, Greater Rochester, and MAINE.**
- ❖ We will have a regional chapters representatives meeting on May 18th, 2020 at 7 pm EST.

10. Communications Director Martin

- Meeting with the logo committee to decide colors, etc. will have a meeting soon.

11. ASL Honor Society Coordinator Sharkey

- Face to Face meeting in Alaska is cancelled due to Alaska COVID guidelines and weakened immune system of board members. The group plans to complete work independently and report via Zoom.
- New/changed roles confirmed:
 - National Coordinator as of Sept 1, 2020: Jessica Parker
 - Competitions Coordinator: Robin Newsom-Wuertz
 - Membership: To be filled, waiting on interest video from 1 member. Christine Sharkey will assume the position if left vacant
 - Advisory Board: Chris Sharkey
 - 13 Scholarship applications accepted
 - ASL Competition entries are being processed currently
 - Graduation orders are no longer accepted-closing out final orders.
 - End of year report requested from all volunteers by June 1 to report to ASLTA and provide content for summer work.
 - Feedback surveys from members provided positive responses! :)

MEETING ADJOURNED AT 9:20 pm EST

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

Future meetings:

June 14, 2020 at 6:30 pm EST