



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

Online Board Meeting Minutes Sunday, June 13, 2021 Time: 6:30 PM [EST]

ASLTA is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/82395345267?pwd=RGNQaGM3Rk9OS1BuOTYyK0NoNUtlQT09>

Meeting ID: 823 9534 5267

Passcode: 128083

1. Roll Call

Janice Smith-Warshaw, President
James Wilson, Vice President
Jason E. Zinza, Treasurer
David Martin, Communications Director
Lorraine Flores, Professional Development Director
Bo Clements, Chapters Affiliation Director
Jessica Parker, ASLHS Coordinator

Participants:

Hunta Williams

Absent:

Rhonda Jennings-Arey, Secretary
Amy June Rowley, Evaluation and Certification Director

2. Meeting called to order by President Smith-Warshaw at 6:35 pm EST

MOTION #2021-19: I, Jason Zinza, move to approve the meeting minutes from 05/16/2021 as read.

Seconded: James Wilson

Vote: Passed

3. COMMITTEE REPORTS

- **ASL Can-Do Statements:** Jason Zinza met with the full committee two weeks ago. One person resigned. We are making progress and set a goal to end by next year. Need to hire a copy editor. It will not be cheaper. Contact AFTFUL and it will cost around \$3k. Know our budget is limited. Still concerned. Need to plan ahead to budget for a copy editor within 6 months advanced.
- **ASLTA Awards Criteria:** Jerri Seremeth: updated errors, allow to vote more than one award, updated to 2019 to 2021, will resend again within two weeks from now. So far 3 have been nominated. Jason: wonderful committee, please send the video clips for each award and will post to ASLTA website.
- **ASLTA Logo:** David Martin, still not satisfied with the logo samples, another option, search for artists, IPPG suggests he use Facebook Live to meet members and get some ideas about the logo and will establish the dates soon. Invite the artists and at the same time, close the zoom window. Have them watch member's input on their vision on the logos. The artist suggests keeping the logo simple.
- **Nomination:** Vice President Wilson wants you all to know that June 29th is the last day of nomination and deeply concerned that received only one nomination. In one week from today, one more time, will re-send out the video again to ASLTA members to nominate for each officer. The bylaws set the date, June 29th and also, the bylaws made it clear that there is no nomination for President position. The Vice-President will automatically become a President. President Janice suggests reaching out, asking committee members to divide and reach out to each member and other possible options, asking members directly for their interests for each position. Discussing the term Vice-President moves up to President, it will not be a four year term.
- **Bylaws:** Vice President Wilson reported that the committee has completed Phase 7 and has been sent to the Board for approval. VP Wilson sent out to Board about this Phase & Article VII- Committees and received input from the Board. VP Wilson will meet Bylaws this coming Thursday. President Smith-Warshaw suggests to add one more committee: Diversity, Equity and Inclusive position and under the Standing committee. For IPPG, there is no info. On Bylaws and plan to work on this area.
- **Chapter Handbook & Guidelines:** No report.
- **Evaluation Advisory:** No report.
- **IPPG:** Total three meetings: discussion on logo, evaluation certification is still ongoing, evaluation director now has a person who works with her as office assistant. Discussions about provisional certificates soon phase out. The Webmaster issue will be addressed soon.
- **Strategic Planning:** Committees meet every Sunday and make wonderful progress and the next step is to bring both groups together: the Board and the committees. Jason wants to share their mission statement, vision, and etc.
- **Regional Representatives:** No report

- **DEI:** Hunta Williams introduced Sunny Brysch to meet all Boards. Aimee: WE had a meeting last Wednesday. The website, the committee section and Hunta want to discuss the DEI section. Send the photos to Jason Zinza. Hunta will send four photos and add them to the website. Hunta introduced Aimee to each Board. They will work on the guideline before members join the DEI committee. President Smith-Warshaw suggests Hunta send the draft guidelines to Board members and will review, edit, etc. Hunta met the IPPG committee and discussed “joining the members”. Each committee member will wait until August 31st or Sept. 1. James will work on for Phase 8, focus on evaluation and DEI for admendation.
- **Writing Committee:** No report.

3. President’s Report

- a. Accolades - want to thank each committee group, thanks Lorraine Flores for online courses, thanks Jessica Parker for her leadership and newsletter and their committee for working hard.
- b. CED Board Meeting and ASLTA representative for October 15, 2021 meeting (prepare for President’s term ends on August 31st, 2021 and VP Wilson will take President’s role to attend CED meeting to represent as ASLTA. Treasure Jason Zinza will add \$4,000 for CED.
- c. Board monthly meeting & Conference Planning meeting in July - suggest establishing a conference meeting in July, also establish a meeting with the Strategy Committee on July 11, 2021 at 6:30 pm EST.
- d. Board’s virtual retreat meetings on July 23 to 27: Board Virtual meeting sets up on July 23 to 27. (Amy June Rowley and James Wilson will participate for a short time)
- e. Evaluation and Certification report

4. Vice President’s Report

No report due to committee reports.

5. Secretary’s Report

- a. No report

6. Treasurer’s Report

- a. Mark Apodaca invoice amount of \$350 for accounting and compliance assistance. Need SoCAL ASLTA to move forward (hold a meeting and vote to dissolve - record in minutes -, and transfer assets to ASLTA). What is the plan for this?

We must address Chapter issues before December 31st, 2021. And if we don’t, we will be fined. It’s a big project, responsibility, and need a clear plan. We must address issues. Urgent. President Smith-Warshaw, the logo needs to be addressed. South California needs to call the meeting and open to the public via zoom, vote and close the chapter.

MOTION #2021-20: I, Jason E. Zinza, move that ASLTA pay the amount of \$350.00 to Mark Apodaca for accounting and IRS compliance assistance regarding state ASLTA chapters.

Seconded: David Martin

Vote: passed

- b. Budget deficit is \$17,000.00 This will impact next year. Haven't put down or will add to the conference budget.
- c. Webpage maintenance proposal. Send a draft to the Board for review. Does this work for everybody? Will develop training manuals. If yes, will add oversight info on all web pages. Will provide the video training to each committee to know how to use the webpage. It will cost \$25k to upgrade the website.
- d. Refund and payment plan policies proposal. Send a draft to the Board for review. Does this work for everybody? If yes, will put information on all payment portals.

MOTION #2021-21: I, Jason Zina move that ASLTA approve refund and payment policies as drafted and make sure to post it on the website.

Seconded: David Martin

Vote: Passed

Current ASLTA Membership (as of 6/13/21)			
Membership Category	Current #	Last Meeting #	2020-2021 Goal
<i>Supporting - 1 year</i>	107	95	85
<i>Supporting - 2 years</i>	58	56	36
<i>Associate - 1 year</i>	328	296	218
<i>Associate - 2 years</i>	170	156	104
<i>Certified - 1 year</i>	117	114	100
<i>Certified - 2 years</i>	66	66	48
<i>Retired - 1 year</i>	1	1	2
<i>Retired - 2 years</i>	0	0	2
<i>Retired Certified - 1 year</i>	4	4	5
<i>Retired Certified - 2 years</i>	5	5	3
TOTAL MEMBERSHIP	756	793	603 (-20%)
<i>Institutional Members</i>	16	16	15

ASLTA Chapters	12	12	10
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h. Schwab update. (can't access due to the internet in a public place).

Current ASLTA Financial Status (as of CANNOT ACCESS FROM PUBLIC WIFI)			
Bank of America Accounts	Bank Balance	QuickBooks Balance	Needs to be Processed
<i>ASL Honor Society</i>	\$	\$	
<i>Evaluation & Certification</i>	\$	\$	
<i>Main Checking</i>	\$	\$	
<i>Conference</i>	\$	\$	
<i>External Donations to the NPDC (2021 Patrons)</i>	\$		
<i>National Standards</i>	\$	\$	
<i>Professional Development</i>	\$	\$	
<i>Inclusion & Equity</i>	\$	\$	
<i>Investment</i>	\$	\$	
<i>External Donations to Main Checking Account</i>	\$ 0.00	N/A	
TOTAL ACCOUNT VALUE	\$	\$	
Schwab Long-Term Investment Accounts	Account Balance	Available Funds (cash)	Investment Notes
<i>L1 Initiatives Fund</i>	\$	\$ TBD	+\$ (+.%)
<i>LF2 Fund</i>	\$	\$ 0.00*	+\$(+.%)
<i>Riggs Fund</i>	\$	\$ 0.00*	+\$ (+.%)
<i>Main Investment Fund</i>	\$	\$	+\$ (+.%)
<i>External Donations (specify account)</i>	\$ 0.00	\$ 0.00	\$ 0.00

TOTAL ACCOUNT VALUE	\$	\$	+\$ (+.%)
*Fund cannot be used until it has reached \$10,000.00 in value.			

7. Professional Development Director Flores

1. Online Courses. Both courses are maxed out (20 each). Classes started this past Monday. Strong interest in offering the courses again in the Fall. Will revisit this.
2. Will start to order the awards through using DeafRoots. Communicating with key people to get the 11 awards ready to go. Will get cost estimates.
3. Will use one of our two Zoom accounts for the webinar and will plan to use the second account that Amy June Rowley has and will add the webinar on that account. I will test it out this week. Conference planners are planning a dry run and will use Evaluation's account. Need to see whether I can add webinar functions to that account, and find out costs. Hope prices haven't changed since last summer (about \$150.00).

Lori Woods

1. Registration - 273
2. Public Relation: Annie created each presenters' photo and video to send out
 - a. To attendees from the Registration Coordinator's email (Bob Donaldson-Pirc)
 - b. dBlast to ASLTA members from Communication Coordinator's email (David Martin)
 - c. Conference website updated - <https://aslta2021conference.org/>
 - d. Ohio Facebook
 - e. ASLTA Facebook
3. We are working on how to use the zoom link for attendees to enter the workshop and presentations. Set up the date July 26th for Zoom rehearsal.
4. We are working on the guideline for the presenters' material tips to make sure it's accessible for visual friendly. Hunta will share tips for visual friendly on the PowerPoint slides.
5. Sponsors and total: \$26,850
 - a. Zimmerman/Dixon
 - i. \$7,500- TRUE+WAY ASL
 - ii. \$7,500- DawnSignPress
 - b. Robert P. McGregor
 - i. \$1,500+\$1,000 in prizes- GoReact
 - ii. \$2,500- Sorenson Communications
 - c. Charles "Chuck" V. Williams
 - i. \$1,500- OhioASLTA

- d. Joseph C. Hill
 - i. \$1,000- Deaf Services Center - Columbus, Ohio
 - ii. \$1,000- Advocates for Kids - Columbus, Ohio
 - iii. \$1,000- Sign Media, Inc.
 - iv. \$1,000- Luhn Hearing Care Associates
 - e. Stephanie Smith-Albert
 - i. \$500- Greenleaf Family Center, Akron, Ohio (tentative - check should have arrived at Rochester)
 - f. Chapters
 - i. OhioASLTA
 - ii. \$100- San Diego ASLTA
 - iii. \$100- South Carolina ASLTA
 - g. Education
 - i. \$500- The Ohio State University
 - h. Others
 - i. \$150- FirstEngery
6. e-Program Book is in processing
- a. The sponsorship Coordinator is starting to contact non-profit organizations, services, & companies to support the advertisements. This is for our conference program book.
7. Any of you interested in a virtual booth, please contact our Exhibit Coordinator: Arianna Bedgood - 2021exhibitscoordinator@aslta.org
8. Discussion about the wine course (educational purpose) during the break.
9. Discussion about the checks that may arrive late; suggest having a meeting with a smaller group and develop a list of ideas how to solve this problem about the checks. Next meeting is June 27th

8. Evaluation and Certification Director Rowley

- ASLTA completed MOA with Gallaudet.
- Currently working on revising google doc for renewals. Current renewal application has both certified and master combined. Need to separate them.
- Treasurer developed a new website landing page for renewals, looks fantastic. Question for you- **When you pay renewal, do you expect a new certificate? Since you paid for renewal, do you expect to pay for the certificate separately?**

Assigned this topic to Retreat Virtual Meeting to address the renewal certificate

- Completed draft for MOA with UNC TASL. Sent to ASLTA President, and 2 people from UNC. Will wait for feedback.
- Completed 2 videos for distribution to members last week. Waiting on e-blast.

ACTION ITEM: Can verify when?

- In the current evaluation system, we have: 2 (certified level), 1 (master level), 1 (course verification). In progress: (Candidate has gone): 14 candidates (7 certified, 5 master, 2 certified redos).
- From the old evaluation system, we have: 1- Qualified Exam, 1- Professional Level Interview Redo. Recently completed: 1 Certified.

9. Chapter Affiliation Director Clements

- We postponed our region reps meeting on June 15, 2021 to select chapters for Chapter Award and Most Improved Chapter 2019-2021.

10. Communications Director Martin

- No Report

11. ASL Honor Society Coordinator-Jessica Parker

- June Newsletter- <https://aslhspr.wixsite.com/mysite/post/june-2021-aslhs-newsletter>
- Graduation materials-expenses-\$15,088, income-\$31,382, profit-\$16,294
 - 137 graduation orders, (compared to last year's 168 orders) for a total of \$27,331
- Membership-194 members (compared to last year's 245)
- Competitions-
 - 2 competitions-Art & literature, featured deaf performer Justin Perez, Wawa has agreed to be our deaf performer for 2022 lit competition
- Scholarship/teacher grants-student scholarships-\$4,500, teacher grants-\$1,886.99, \$660.36 for 4 ASLTA conference scholarships
- Public Relations- 2,768 fb followers, (we've gained 200+ fb followers this year!), 163 ig followers, 37 twitter followers, 19 newsletters, 263 mailchimp subscribers, new logo,
- Other \$301.60 giveaways, \$1,228.74 website fees
 - \$181.60 for 3 black history month book giveaways
 - I Love You print from deaf artist giveaway \$120
 - Buffer-social media platform \$144
 - Web.com fees \$1,228.74
- ASLTA Conference-2 Workshops
 - All About ASLHS Formal Presentation
 - Goody Box Q & A Informal Hangout- <https://forms.gle/hmecNmNxbTHXZgA58>
 - 28 registered so far, \$50 worth of goodies for ASL teachers, lots of Deaf business promotion, free digital ASL curriculum lessons
- Goals for 21/22
 - Set up Strategic work session during ASLTA Conference
 - Set up ASLJHS?
 - Update brochures, encourage more teacher/student spotlights,

MEETING ADJOURNED AT 8:54 pm EST

Meeting Minutes respectfully submitted by Lorraine Flores.

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

June 27, 2021

July 11, 2021