



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

Online Board Meeting Minutes

Sunday, June 14, 2020

Time: 6:30 PM [EST]

1. Roll Call

Janice Smith-Warshaw, President

James Wilson, Vice President

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):

Rhonda Jennings-Arey, Secretary

Guest(s):

Arlon Nash, 2021 Conference Co-Chair (departed at 7:28 pm EST)

Lori Woods, 2021 Conference Co-Chair (departed at 7:28 pm EST)

2. Meeting called to order at 6:35 pm EST

MOTION #2020-062: I, James Wilson, move to approve the meeting minutes from 05/17/2020 as read.

Seconded: David Martin

Vote: Passed

3. President's Report

- a. Received comments on the proposed investment use policy from Mark Apodaca.

Motion #2020-063 I, David Martin, move that the draft investment policy include "slow to moderate growth" rather than a specific distribution of investment assets, include the general fund account into these proposed restrictions, and to approve the policy as written.

Seconded: James Wilson

Vote: Passed

- b. Develop a plan to implement the diversity and inclusion resources on ASLTA website. TABLED until June 28.
- c. Ongoing social justice training for Board members. On June 28th, Lorraine Flores will present about the "Addressing the Whiteness."
- d. Upcoming board meeting schedules for June 2020 - May 2021 (2nd Sunday at 6:30 p.m. EST and 4th Sunday at 4:00 p.m. EST).

4. Vice President's Report

- a. Articles of Incorporation. TABLED until June 28, 2020.
- b. E-vote Self-tutoring/training. Bylaws committee wants to move ahead with voting round 6. Want to bring myself up to speed on how to set the website up for voting procedures.
- c. East Coast ASLTA Retreat meeting Monday and Wednesday (9 am EST). Focusing on membership drive and chapters.

5. Secretary's Report

No report.

6. Treasurer's Report

- a. 20% chargeback policy in effect for ASLHS revenue. Should it also be applied to Evaluation and Professional Development revenue? Evaluation to be exempt from the chargeback until its finances improve.

MOTION #2020-064: I, Christine Sharkey, move that the 20% chargeback policy be applied to all revenue earned by and via the professional development activities.

Seconded: David Martin

Vote: Passed

- b. WordPress Simple Pay. Plug-in for the ASLTA website to handle several types of payments that our current system can't offer: Installment plans, simple donations, Evaluation re-certification fees, recurring payments, etc. Would be in addition to our existing WooCommerce system. Annual cost is \$149.00 or \$499.00 for lifetime use. Strongly recommend making this purchase to improve efficiency and options.

MOTION #2020-065: I Amy June move we buy Simple pay for 499 for forever license for multiple uses

Seconded: Lorraine

Vote: Passed

- c. As of 6/13/20, ASLTA total membership revenue for 2019-2020 is \$54,648.00. Membership revenue in 2018-2019 was \$86,526.00 (-\$31,878.00); membership revenue in 2017-2018 was \$72,104.00 (-\$17,456.00).
- d. Three new sub-accounts were created at Bank of America: PD, Investment, Inclusion. Adding these accounts helps manage transfers to / from Schwab, workshop revenue, and donations in a more transparent way.
- e. Membership update.

Current ASLTA Membership (as of 6/13/20)			
Membership Category	Current #	Last Meeting #	2019-2020 Goal
<i>Supporting - 1 year</i>	80	76	
<i>Supporting - 2 years</i>	35	35	
<i>Associate - 1 year</i>	321	305	
<i>Associate - 2 years</i>	101	99	
<i>Certified - 1 year</i>	105	102	
<i>Certified - 2 years</i>	46	45	
<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	694	668	1,000
<i>Institutional Members</i>	14	14	
<i>ASLTA Chapters</i>	8	5	

- f. Finances update.

Current ASLTA Financial Status (as of 6/13/20)
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Bank of America Accounts	Bank Balance	QuickBooks Balance	Needs to be Processed
<i>ASL Honor Society</i>	\$ 71,694.58	\$ 76,574.68	83
<i>Evaluation & Certification</i>	\$ 944.93	\$ 2,749.93	8
<i>Main Checking</i>	\$ 112,894.74	\$ -111,426.78	233
<i>Conference</i>	\$ 58,845.79	\$ 36,241.70	0
<i>National Standards</i>	\$ 3,106.22	\$ 3,106.09	1
<i>PD</i>	\$ 100.00	\$ 100.00	0
<i>Inclusion</i>	\$ 100.00	\$ 100.00	0
<i>Investment</i>	\$ 100.00	\$ 100.00	0
<i>External Donations to Main Checking Account</i>	\$ 0.00	N/A	0
TOTAL ACCOUNT VALUE	\$ 247,786.26	\$ 7,545.62	325
Schwab Long-Term Investment Accounts	Account Balance	Available Funds (cash)	Investment Notes
<i>L1 Initiatives Fund</i>	\$ 13,699.12	\$ TBD	+\$33.66 (.43%)
<i>LF2 Fund</i>	\$ 4,039.94	\$ 0.00*	+\$18.81 (.47%)
<i>Riggs Fund</i>	\$ 6,598.92	\$ 0.00*	+\$31.68 (.48%)
<i>Main Investment Fund</i>	\$ 78,896.50	\$ 0.00	+\$469.40 (.60%)
<i>External Donations (specify account)</i>	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL ACCOUNT VALUE	\$ 103,234.48	\$ 0.00	+\$553.55 (.57%)
*Fund cannot be used until it has reached \$10,000.00 in value.			

7. Professional Development Director Flores

Arlon Nash, 2021 Conference Co-Chair delivered this report:

1. Lori and Arlon have met with each conference chair to ensure everybody is making progress.

2. Logo will be revised to be more Ohio-centric rather than ASLTA-centric. Artist currently revising. Artist will be paid \$100.00.
 3. Call for Presenters: In progress and out for review for feedback from Lorraine.
 4. Sponsorship letter is being reviewed by Lorraine.
 5. Registration is being worked on by Jason for distribution ASAP.
 6. Chapters and ASLHS banquet costs need to be resolved in order to add them to the registration process. ASLHS fee to be \$20.00; chapters fee TBD. Final schedule being worked on - banquet may be lunch or dinner.
 7. Conference website will be unveiled on June 15 (Monday). David Martin will push the conference website on ASLTA's social media channels.
 8. Conference schedule is being finalized.
 9. Core conference committee will meet next week for status review.
 10. WhoVa: Added Emma Kreiner to manage WhoVa during the conference. That will be her only responsibility. Emma is taking a WhoVA training this week. She will troubleshoot as needed and be the primary point of contact. Also planning a back up person to assist Emma as needed.
 11. Concerns about scanning attendee badges after each workshop. Looking into renting bar code scanners to speed up the process and avoid the waits that occurred in San Diego after each workshop. Will have multiple volunteers to scan badges in each workshop room.
 12. Process: When people pick up their registration badges, we will also have a table ready to do spot trainings on how to navigate WhoVa, to lessen any confusion.
 13. Interested in a community engagement night, perhaps after the SIG ends, similar to a Deaf Club event. Something open to the public, and feature a silent auction. 50% of proceeds would go to ASLTA and the remainder to another organization (serving Deaf children, for example). Still working out the details on this.
 14. Exhibitor information being worked on this week.
 15. Currently obtaining pricing info for AV needs. John Lestina is working with the hotel to obtain info for review.
 16. After closing ceremony, the Red White Boom festival will be open. Booths, food vendors, hundreds of thousands of people will be in the area. Want to alert attendees to plan accordingly if they will leave the hotel immediately after the closing banquet ends.
 17. Looking at conference bags but no decisions made at this point yet.
- Golf Fundraising for next year June 2021, have you reviewed it all? Ready to go?
 - Restricted Fund Committee (it's quiet now and ongoing)
 - Assigned duty to each board to work with Core committee individually
 - Work with Juanita Hall, PD Conference Chair
 - Starting to work with Lori Peters Holbrook for Sponsorships
 - 1st Meeting with Kelly Leeper, Florida Conference Chair
 - Kim Prudans-Smith (our first webinar for the month of June)

- Awards Committee (coming up soon to develop the Awards Rubrics and new question raised, should Chapter Awards go to Awards committee, not Chapter committee?

a. Lorraine skipped her report

2. Had an essential meeting with each core members this past week
3. Whole core meeting next week of June 22nd
4. Will use Whova - Emma K, chairperson and Louis R - backup
5. Possible night special event with the silent auction
6. Hotel Point of Contact - not yet due to COVID - 19
7. John Lestina Jr (AV) will have a meeting with James (PSAV - Hotel) on Monday
8. Reminder: Saturday, July 3rd afternoon will have a HUGE event in Columbus for Red, White, and Boom

8. Evaluation and Certification Director Rowley

- No Report

9. Chapter Affiliation Director Bo Clements

1. South representative has been selected: Cathi Cooper Holst
2. West representative has been selected: Heather Arazi
3. Christy Lively has stepped down as President of Social ASLTA. Hoping to reactivate in the fall and revamp bylaws, catch up on chapter dues, etc.
4. Working with Brenda and Damon to ensure all chapters are using the ASLTA.org email address so they can log in to the accounts.
5. Damon is working on figuring out a way to track what chapters have done, to help determine the best chapter award.
6. 8 chapters are in active as of June 1st, - NC, SC, FLA, OHIO, MINN, Willard, VA, and Bluegrass/KY.
7. Northeast - Brenda Schertz's report -
 - Working with Charles McGowan in re-establishing their PA ASLTA Chapter. We are planning on a webinar - on one of these days - June 22, 23, 24 from 7-8:30 pm. Three options for topics: Online teaching with Curt Radford, ASL Holograph with Byron Bridges or Kim Pudans-Smith on ASL Assessment. Charles sent out a doodle poll to PA ASL teachers and Brenda contacted the presenters.
 - Working with Lynne Jacob from NJ ASLTA and reps from NYC area ASLTA and Greater Rochester ASLTA in collaborating with PA ASLTA.
 - Reminded chapters to pay chapter fee- NJ, Maine and Maryland.
 - Provided GoReact resources to NJ ASL teacher
 - Sent an email to Lorraine, ASLTA's PD person about CEU forms for ASLTA workshops, a list of workshop presenters, and for the webinar last week of June.

- Midwest - Damon reports:
Iowa - K-12 schools are now open to offer ASL classes in their WL programs.
Working with Katie O'Brien possibly establish either Iowa State Chapter or merge with MNASLTA.

As President of MNASLTA, efforts to work with PELSB (Professional Educators Licensure Standards Board) to propose alternative avenues for Deaf and Hard of Hearing people to apply for MN K-12 Licensure to teach ASL.

As President of MNASLTA and Member at Large for MN Association for Deaf Citizens (MADC), we are working with PELSB overseeing language of their new Licensure Criteria which impacts the Deaf and Hard of Hearing K-12 Teachers and ASL Teachers in L1 and L2 settings.

Will start following up with the Midwest Chapters to make sure membership is current and work with any Chapters who may be in need for assistance and an update report for the next Regional Meeting.

- West/South
 - Washington gets confusion about fees - \$35/\$50.
 - Oregon - They plan to pay their fee this Fall.
 - Utah - no response yet.
 - Colorado - no response yet.
 - Bay Area - I contacted Dean Papalia.
 - San Diego - Adam Frost said it is inactive.
 - So Cal - It is inactive.
 - IDAHO - It is inactive.
- South Carolina ASLTA is planning to have their first mini-conference with three workshops sponsored by Sorenson Communication Inc. It will be on September 19, 2020.

10. Communications Director David Martin

No report.

11. ASL Honor Society Coordinator Sharkey

- a. Posting end of year report on the private Facebook group for review.
- b. End of Year reporting:
 - Graduation Sales

- Competitions
- Membership
- Scholarships
- PR
- F2F work will take place the week of July 6 via Zoom.
- Membership Coordinator position is vacant for next year.
- Jessica Parker will join ASLTA Board meetings as ASLHS Coordinator after Sept. 1

MEETING ADJOURNED AT 8:43 pm EST

Meeting Minutes respectfully submitted by interim secretary, Jason Zinza

Future meetings:

June 28, 2020 at 4:00 pm EST
July 12, 2020 at 6:30 pm EST
July 26, 2020 at 4:00 pm EST
August 9, 2020 at 6:30 pm EST
August 23, 2020 at 4:00 pm EST
September 13, 2020 at 6:30 pm EST
September 27, 2020 at 4:00 pm EST
October 11, 2020 at 6:30 pm EST
October 25, 2020 at 4:00 pm EST
November 8, 2020 at 6:30 pm EST
November 22, 2020 at 4:00 pm EST
December 13, 2020 at 6:30 pm EST