



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

Online Board Meeting Minutes
Sunday, July 12, 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

Bo Clements, Chapter Affiliation Director

Arlon Nash, 2021 Conference Co-chair (left at 7:07 pm EST)

Absence(s):

Rhonda Jennings-Arey, Secretary

Amy June Rowley, Evaluation and Certification Director

Christine Sharkey, ASLHS Coordinator

Lori Woods, 2021 Conference Co-chair

2. Meeting called to order at 6:45 pm EST

MOTION #2020-072: I, David Martin, move to approve the meeting minutes from 06/28/2020 as read.

Seconded: Lorraine Flores

Vote: Passed

3. 2021 Conference Co-Chairs' Report

Arlon Nash delivered the conference report. Lori Woods was unable to attend the meeting tonight.

- a. Working on a vlog to release to the public regarding conference plans. Aslta2021conference.org is now open to the public. Call for papers has been released. Call for co-navigators and interpreters will be released shortly. Registration is NOT ready so the website will not be released to the public via formal announcement at this time.
- b. Sarah Bianco (food coordinator) is working on menu planning.
- c. ASLTA PD Director Lorraine Flores will present an anti-racism training to the 2021 conference committee next Wednesday.
- d. Hotel point of contact has been set, though this person is only temporary. Been very frustrating to communicate with the hotel without one, so this is a positive development.
- e. New conference committee members: Amanda Flickinger (web developer / program book coordinator). Adoeye Oyeni (registration coordinator assistant). Two people of color have expressed interest in working with PR and CEU efforts, which is great. Warmly welcomed.
- f. Whova coordinator has completed the technical training offered by Whova. Exploring ideas for easier handling of CEU tracking using Whova and a paper backup. Will need at least 28 volunteers to help with badge scanning at the end of each workshop.
- g. Registration is incomplete until technical assistance from EVentEspresso is obtained. Currently on wait list for service.

4. President's Report

- a. Social justice training for Board members. Appreciation to Lorraine for her training to the board at the last meeting. Have an appointment with Victorica Monroe to discuss arranging a social justice training for the Board. Will share information with the Board soon.
- b. The video of ASLTA & CIT Presidents about the MOU was distributed to both ASLTA & CIT members. Appreciation to David Martin for sending out the video announcement.
- c. ASLTA Board Liaison with CIT. Asking for a Board member to attend each CIT Board meeting (one per quarter). James Wilson is willing to serve in this capacity.
- d. President from three organizations (ASLTA-CIT-CCIE) will convene about setting up a task force to address the ASL fluency requirement of college students before they interpret. Will ask the eventual task force to look at the qualifications of those teaching ASL in interpreter education programs.
- e. ASLTA President and Treasurer met with NASLEHL President and Treasurer on Saturday, July 11. We agreed to develop a Memorandum of Agreement (MOA) between ASLTA and NASLEHL regarding the money which Tim Owens donated for the future Deaf children's ASL education. Will share the draft MOA with the Board for consideration at a later date.
- f. No Board meeting on Sunday, July 26. We will convene on Sun., August 9 at 6:30 p.m. EST.

5. Vice President's Report

- a. Articles of Incorporation. North Carolina will not accept the updated Articles of Incorporation because there is a gap in address history in the NC Sec. of State files. Will need to get a complete address history from Keith Cagle's time as Treasurer onward to clean up the records.
- b. Conference Meal Planning. Have met several times with Sara Bianco; very productive meetings. Biggest expenditures will be the closing banquet and opening reception. Thinking about lunches for two days, which frees up evenings for the chapters reception and the ASLHS reception. Trying to keep the budget capped at \$70,000.00. Hotel recently announced that buffets can be an option again, which is less expensive.
- c. By-Laws Committee Meeting. Upcoming meeting to focus on any proposed amendments for the next vote in September. Exact date coming shortly.
- d. Investment Policy. Recently met with Mark Apodaca, CPA for an informal training on investment policies for ASLTA. His broad advice is that ASLTA's reserved funds need higher minimums before use - suggested \$20,000.00 per, before use policies for each fund would go into effect.

6. Secretary's Report

- a. No Report

7. Treasurer's Report

- a. Conference report. Registration not completed yet.
- b. 2019-2020 budget surplus: \$4,237.88. Ideas:
 - i. Save in contingency fund for 2020-2021 budget.
 - ii. \$1,000.00 for 2021 conference scholarships.
 - iii. \$2,000.00 invested in Schwab general account.
 - iv. Set aside for website improvements (professional development database, e.g.)
 - v. Other?

Motion #2020-73 I, David Martin, move to transfer the full amount of the 2020 budget surplus of \$4,237.88 to the contingency fund in the 2020-2021 budget.

Seconded: James Wilson

Vote: Passed

- c. 2020-2021 fundraising campaign. James will call an IPPG meeting to discuss particulars.
- d. Membership update. Members have begun renewing dues for 2020-2021. Membership total on 7/1/20 was 677. Membership total on 7/12/20 was 727. Should I

adjust the membership fees now, or wait until September 1?? Wait until announcement is made to members.

Current ASLTA Membership (as of 7/12/20)			
Membership Category	Current #	Last Meeting #	2019-2020 Goal
<i>Supporting - 1 year</i>	85	77	
<i>Supporting - 2 years</i>	36	35	
<i>Associate - 1 year</i>	339	307	
<i>Associate - 2 years</i>	104	101	
<i>Certified - 1 year</i>	109	103	
<i>Certified - 2 years</i>	48	47	
<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	727	676	1,000
<i>Institutional Members</i>	14	14	
<i>ASLTA Chapters</i>	9	6	

d. Finance update.

Current ASLTA Financial Status (as of 7/12/20)			
Bank of America Accounts	Bank Balance	QuickBooks Balance	Needs to be Processed
<i>ASL Honor Society</i>	\$ 69,243.73	\$ 76,998.29	37
<i>Evaluation & Certification</i>	\$ 753.11	\$ 2,454.73	2
<i>Main Checking</i>	\$ 112,215.42	\$ -93,394.63	182
<i>Conference</i>	\$ 58,802.84	\$ 36,198.75	0

<i>External Donations to the NPDC (2021 Patrons)</i>	\$ 0.00	N/A	0
<i>National Standards</i>	\$ 3,106.35	\$ 3,106.35	0
<i>Professional Development</i>	\$ 850.00	\$ 850.00	0
<i>Inclusion & Equity</i>	\$ 100.00	\$ 100.00	0
<i>Investment</i>	\$ 100.00	\$ 100.00	
<i>External Donations to Main Checking Account</i>	\$ 0.00	N/A	0
TOTAL ACCOUNT VALUE	\$ 245,171.45	\$ 26,413.49	221
Schwab Long-Term Investment Accounts			
	Account Balance	Available Funds (cash)	Investment Notes
<i>L1 Initiatives Fund</i>	\$ 13,925.16	\$ TBD	+\$25.10 (+0.32%)
<i>LF2 Fund</i>	\$ 4,099.11	\$ 0.00*	+\$14.15 (+0.35%)
<i>Riggs Fund</i>	\$ 6,698.97	\$ 0.00*	+\$23.90 (+0.36%)
<i>Main Investment Fund</i>	\$ 79,934.22	\$ 10,233.73	+\$377.77 (+0.47%)
<i>External Donations (specify account)</i>	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL ACCOUNT VALUE	\$ 104,658.46	\$ 10,422.70	+\$440.92 (.45%)
*Fund cannot be used until it has reached \$10,000.00 in value.			

8. Professional Development Director Flores

- a. Webinar income (Curt Radford webinar).

Members/Non-Members	Pay to Angela Funke, the RID CEUs	Total Cost (Cash App and Striped fees)	Earned and will go to Riggs Fund
\$1,020	\$435	\$1,440.91	\$1,005.91

- 73 registers, 27 spots left; 68 show interested and haven't registered.

- Any of you interested to sign up? If yes, Board members are asked to reserve and pay for a spot ASAP.
- Webinars: Dr. Curt for July, Kim Pudans-Smith for August and for September, the topic Intersectionality Lens through ASL Educators

Motion #2020-74: I, James Wilson, move that any webinar offered by ASLTA be priced at \$25.00 for members and \$50.00 for non-members.

Seconded: David Martin

Amendment: I, Jason Zinza, move to amend the motion to \$20.00 for members, and \$40.00 for non-members.

Seconded: James Wilson

Vote: Passed

- Exhibition for Ohio ASLTA Conference (need info.)
- If recorded the webinar and put its archives on the ASLTA website then everyone will see. Need some ideas to secure for only members who paid to attend the webinar only. Will work with Jason to develop this. MOre research is done.
- Will develop the survey after the webinars; what kind of questions should be in the survey? Will work with RJ to develop a questionnaire. Would also like to develop an appreciation token.

9. Evaluation and Certification Director Rowley

- Tabled to August 9, 2020

10. Chapter Affiliation Director Clements

- As of July 12 - 10 chapters - NC, SC, FL, OHIO, MINN, Willard, VA, Bluegrass, NJ, and WA. (9?)
- Zoom meeting with Region representatives on July 6, 2020. Was good to meet with the new representatives. Developing a chapter profile for distribution to chapters. Will be sent out in August.
- I and Brenda explained to Heather and Cathi about communication to their chapters and these people would like to know how to implement group/chapter.
- Region Representatives will contact their regions chapters' presidents to update their chapter profiles forms.
- We discussed future regional webinars. For example: Brenda provided a first webinar hosted by PA.
- Cathi mentioned that SCASLTA would have a webinar with three presenters on September 19, 2020 if there is no room to use due to COVID-19.

11. Communications Director Martin

- No report

12. ASL Honor Society Coordinator Sharkey

- Christopher Johnson joined ASLHS as a new Membership Coordinator.
- Christine will submit a letter of resignation by the end of July.
- Jessica Parker will become a new ASLHS Coordinator by August 1, 2020.

MEETING ADJOURNED AT 9:22 pm EST

Meeting Minutes respectfully submitted by Jason E. Zinza, Acting Secretary.

Future meetings:

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