



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

Online Board Meeting Minutes
Sunday, October 24, 2021
Time: 6:30 PM [EST]

Topic: ASLTA's Zoom Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/89691326315?pwd=ZTVHTTJsbHdhWVRuczZHRWdLSjE0Zz09>

Meeting ID: 896 9132 6315

Passcode: 121452

1. Roll Call

James Wilson, President

Jason E. Zinza, Treasurer

Bo Clements, Chapters Affiliation Director

Amy June Rowley, Evaluation and Certification Director

Participants:

Lori Woods

Arlon Nash

Absent:

Rhonda Jennings-Arey, Secretary

Jessica Parker, ASLHS Coordinator

David Martin, Communications Director

2. Meeting called to order by President Wilson at 6:47 pm EST

MOTION #2021-48: I, Jason E. Zinza, move to approve the meeting minutes from 09/19/2021 as read.

Seconded: Bo Clements

Vote: Passed

3. President's Report

- a. 2021 NPDC Wrap-up. There are a few remaining tasks to wrap up (some reimbursements and Swag packs). Once everything is done within the next two

weeks, the profit check will be sent. Working on securing volunteers for leadership positions for the 2023 conference; will have final list of volunteers in early November.

- b. ASLTA Website Issue. Website host is experiencing a ransomware attack, affecting 500 different websites. Their technicians have requested patience as they resolve this issue. Jason to make an announcement to send out via eblast on Monday morning / Tuesday.
- c. BOA Update. Challenging to coordinate schedules for Janice Smith Warshaw, James Wilson, and Jason Zinza to complete the transfer of signature authority in person. James Wilson is flying to Fresno, CA on Nov. 1 to complete the signature authority process on Nov. 2, and then will return to North Carolina. Treasurer Zinza will travel to North Carolina and be added to the account.
- d. ACTFL Conference: November 20th & 21st. President Wilson is not available to represent ASLTA at the advisory council meeting. Jessica Parker has planned to attend the ACTFL conference and will represent ASLTA at that meeting.
- e. NASLEHL/ASLRT Workshop: November 14th. Online conference. Would like to have two Board members represent ASLTA. Cost is \$40.00 each. Unfortunately the conference is at the same time as the ASLTA Board meeting.
- f. NASLEHL/ASLRT received the letter from ASLTA regarding the \$5,000.00 donation. They have responded and are asking why the donation is limited to \$5,000.00. Would like to discuss this situation in more depth at the next IPPG meeting.
- g. CIT Conference: June 2022. Jessica Sassman (CIT President) reached out regarding the CIT face-to-face conference scheduled for June 2022. Invited ASLTA to present one workshop at the conference and serve on a forum.

MOTION #2021-49: I, Jason E. Zinza, move that ASLTA sponsor the upcoming 2022 CIT conference in the amount of \$1,000.00.

Seconded: Amy June Rowley

Vote: Passed

- h. ASLTA Board Face-to-Face Retreat: 2022. Would like to discuss a Board retreat in more depth during the November meeting. What does 2022 look like for schedules for a long weekend? Will reach out to OASLTA for a possible May 2022 Board retreat / conference planning session. Would like at least 3 full work days.
- i. Requested Committee Reports/DEI Report. I appreciate Hunta Wiliams and other DEI committee members for their involvement and support of various committees (Strategic Planning, for example, along with ASLHS).

- j. Vice-President and Professional Development Director Vacancies. Have directly reached out to 6 individuals to consider either position. All have declined, with one person thinking over the Vice President position. Idea; Have David Martin do a video interview with Lorraine Flores where she can share the duties and responsibilities of the PD position, to help potential candidates have a better understanding of the PD position.

4. Vice President's Report - VACANT

- a. No report.

5. Secretary's Report

- a. No report.

6. Treasurer's Report

- a. President Wilson already discussed the website issue.
- b. President Wilson already discussed the BoA issue.
- c. Working on 990 reporting requirements for 2019-2020. Missing BoA statements. Jason will contact Janice to re-download the statements.
- d. IRS / chapter compliance project. Need to develop the proposed MOU / MOA for affiliate groups and process to address non-affiliated groups using the ASLTA name. IPPG will discuss this in more depth.
- e. Requesting Board to postpone or cancel the \$20.00 late fee that is applied to memberships after Nov. 1 given the membership renewal challenges.

MOTION #2021-50: I, Jason Move that ASLTA suspend the \$20.00 late fee applied to late memberships that begin on Nov. 1 until our technical difficulties are resolved.

Seconded: Bo Clements

Vote: Passed

- f. Strategic Planning Committee would like to schedule a meeting with the Board to review the draft Core Values, Mission, and Vision. Jason to work with James to schedule.
- g. The ASL Can-Do Statements committee would like to meet with the Board. Jason to contact Tracey for a Tues or Thurs meeting.
- h. ASLTA-owned materials: table, green cloth, printer. Requesting clarification on what to do with these (obsolete?) materials. IPPG.

- i. Membership update: Cannot access figures since the website is down.
- j. Banking update: Cannot access data as I do not have access to Bank of America.

Current ASLTA Membership			
Membership Category	Current #	Last Meeting #	2021-2022 Goal
<i>Supporting - 1 year</i>			85
<i>Supporting - 2 years</i>			36
<i>Associate - 1 year</i>			218
<i>Associate - 2 years</i>			104
<i>Certified - 1 year</i>			100
<i>Certified - 2 years</i>			48
<i>Retired - 1 year</i>			2
<i>Retired - 2 years</i>			2
<i>Retired Certified - 1 year</i>			5
<i>Retired Certified - 2 years</i>			3
TOTAL MEMBERSHIP			603 (-20%)
<i>Institutional Members</i>			15
<i>ASLTA Chapters</i>			10

- h. Schwab update.

Current ASLTA Financial Status			
Bank of America Accounts	Bank Balance	QuickBooks Balance	Needs to be Processed
<i>ASL Honor Society</i>	\$ 95,381.34	\$ 97,057.84	93
<i>Evaluation & Certification</i>	\$ 12,900.96	\$ 12,830.78	2
<i>Main Checking</i>	\$ 278,921.05	\$ 110,651.20	240
<i>Conference</i>	\$ 38,195.90	\$ 9,538.41	15
<i>External Donations to the NPDC</i>	\$ 0	0	

<i>(2021 Patrons)</i>			
<i>National Standards</i>	\$ 3,108.05	\$ 3,107.92	1
<i>Professional Development</i>	\$ 13,711.86	\$ 10,389.24	2
<i>Inclusion & Equity</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	
TOTAL ACCOUNT VALUE	\$ 442,419.16	\$ 243,775.39	
Schwab Long-Term Investment Accounts	Account Balance	Available Funds (cash)	Investment Notes
<i>L1 Initiatives Fund</i>	\$ 8,989.54	\$ TBD	+\$3.94 (+0.04.%)
<i>LF2 Fund</i>	\$ 4,696.83	\$ 0.00*	+\$2.14(+0.05.%)
<i>Riggs Fund</i>	\$ 7,707.50	\$ 0.00*	+3.57 \$ (+0.05.%)
<i>Main Investment Fund</i>	\$ 92,972.82	\$	-\$82.81 (-0.09.%)
<i>External Donations (specify account)</i>	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL ACCOUNT VALUE	\$ 114,366.69	\$	-\$73.16 (-0.06.%)
*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

- Treasurer trained Leslie and Amy on how to proceed with MemberPress accounts, and then the next day the website was hacked.
- Many people are asking about certification info. David send an eblast saying we are overwhelmed with technical issues and people wanting to renew cert / membership etc. We haven't forgotten you. Something like that to alleviate the pressures from members.

9. Chapter Affiliation Director Clements

1 -Past meetings with Region representatives - September 14, and October 12, 2021. Our next meeting will be on November 9, 2021 at 8:00 pm EST. Continuing work on compliance checklist and reaching out to chapter presidents.

2 - Region representatives are working on the compliance checklist with their region chapters. Deadline by November 30, 2021.

3- Chapters paid dues for the year 2021-2022 - Washington State, Virginia, North Carolina, and San Diego.

4- San Diego hosted a zoom meeting - Meet/Greet - Possible hands on Support topics: managing zoom, making a GIF, Creating Captions, Using LINEAPP, Creating a Survey, Using Flipgrid - October 16, 2021 at 10:30-11:30 am PST FREE/open to any teachers, not limited to San Diego.

5- FASLTA Conference 2022 will be at Tampa Doubletree by Hilton. February 18-19, 2022.

MOTION #2021-51: I, Jason Zinza, move that ASLTA cover expenses for President Wilson to attend the FASLTA 2022 conference.

Seconded: Amy

Vote: Passed

6 - Ohio ASLTA - New Officers/September 2021 election: President Lori J. Woods, Vice President Louis Ricciardi, and Secretary Juanita Hall. Arlon Nash remains as the treasurer until September 2022.

10. Communications Director Martin

- No Report

11. ASL Honor Society Coordinator-Jessica Parker

- No Report

MEETING ADJOURNED AT 8:40 pm EST

Meeting Minutes respectfully submitted by Jason E. Zinza.

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

November 14

December 12