



# AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

**Online Board Agenda & Meeting Minutes**  
**Saturday, February 3, 2018**  
**Time: 8 PM [EST], 7 PM [CST], 6 PM [MST] & 5 PM [PST]**

## **1. Roll Call**

Jenny Gough, President

Janice Smith-Warshaw, Vice President

Jason E. Zinza, Secretary

Daniel Heinze, Treasurer

Amy June Rowley, Evaluation Chair (LEFT EARLY at 8:55 pm EST)

David Martin, Member-at-Large

Daniel Gough, Advocacy Co-Director [standing committee]

Tim Riker, Advocacy Co-Director [standing committee]

Rayburn Boland, Heritage Language Co-Director [standing committee]

Petra Horn-Marsh, Heritage Language Co-Director [standing committee]

Professional Development Chair [vacant]

World Languages Director [vacant standing committee]

### a. Absence(s):

Lisa Godfrey, ASLHS Coordinator (prior commitment)

Kristine Hall, NDPC 2019 Chair (no explanation)

b. Late attendance: Beatrice Pfaff, Chapter Affiliation Chair (arrived 8:33 pm EST)

c. Guest: Leslie Greer, Parliamentarian (left at 8:42 pm EST)

## **2. Meeting called to order at 8:02 pm EST**

a. Please review and approve the following Board meeting minutes from 01-21-18.

**MOTION #2018-13:** I, Janice Smith-Warshaw, move that the Board approve the meeting minutes from 1-21-18 as read.

**Seconded:** Daniel Gough

**Vote:** Majority passed

### 3. President's Report

#### a. PD and WL positions:

1. Three candidates have applied for the PD position, with President Gough deciding to appoint Jose "Ovi" Velasquez. Executive Board voted to confirm the appointment. Board voted to confirm the appointment: Passed.
2. One candidate applied for the WL position. President Gough decided to revisit the structure and description for this position to ensure clarification. Asked Board to refer the WL description to the Bylaws committee.

Amendment proposed by Secretary Zinza: That the Bylaws committee complete the WL position description no later than 6 months from now (July 2018).

Board voted to approve the amendment and have the Bylaws committee review the WL position by July 2018. Vote: Passed with 6 votes.

**ACTION ITEM:** Bylaws committee to complete a review of the World Language position description by July 2018.

b. Action Items/Committee from 2015 Conference. President Gough suggests the Board appoint several task forces to tackle the outstanding to-do list. More info coming soon.

c. Face-to-Face Meeting, tentatively planned for July/August 2018. To conserve finances, the whole Board will not attend a face-to-face meeting. Those Board members residing in California will meet in San Diego to review the hotel site set for the 2019 conference. California residents: President Gough; Vice President Smith-Warshaw; Evaluation Chair Rowley; Advocacy Standing Committee Co-Director Gough.

d. Bio Videos: Please complete the biography videos and uploaded to the Secretary's folder.

**ACTION ITEM:** Reminders will be sent to those who haven't completed this.

E. ASLTA t-shirts. Individual Board members will pay for their own shirts as a cost-saving measure. Treasurer Heinze to handle coordinating payments for the shirts.

**ACTION ITEM:** Treasurer Heinze to collect payments for each Board member who wants an ASLTA t-shirt.

### 4. Vice President's Report

- a. Prioritize and focus on specific tasks. Board members need to recognize that we all have full time jobs and it is hoped all members can be involved in various task forces or committees rather than over-burdening particular people.
- b. Respond to Katie O'Brien's request for information by February 2, 2018. All materials have been submitted in fulfillment of her requests. Everybody's work in gathering the documents is much appreciated.

- c. Bylaws Committee has two potential new committee members. Goal is to complete the bylaws work around April 2018. Katie O'Brian and Anthony Isaacs are interested in joining the committee.
- d. CED and Bilingual Deaf Education Task Force meetings at Tucson, AZ. Vice President Smith-Warshaw will try to attend the CED meeting to represent ASLTA.

**5. Secretary's Report**

- a. Board meeting dates conflict with Easter (April 1, 2018) and Tax Day (April 15, 2018). Suggest moving meetings to April 8 and April 22 instead.

**6. Treasurer Heinze**

- a. TrackItForward/CPA. Will contact the CPA to resolve some questions, particularly about how to track hours spent at conferences. We want to avoid any conflict of interest between ASLTA business and one's personal / employment.

**ACTION ITEM:** Treasurer Heinze will ask CPA for clarification on accounting for volunteer hours.

b. Bank Balance Update

**Bank of America:**

ASL Honor Society	\$37,315.71
Evaluation Program	\$2,228.330
Main Checking	\$39,977.27
NPD Conference	\$36,627.65
National Standards Project	\$4,002.52

**Schwab Investment:**

LF2	\$3,758.43
Main-Unrestricted	\$79,814.72
L1 Initiatives Fund	\$6,791.38
Riggs	\$6,141.41

**Motion #2018-14:** I, Daniel Heinze, move that ASLTA pay the amount due of \$1,343.00 to Philadelphia Insurance Companies for insurance coverage for 2018-2019.

**Seconded:** David Martin

**Vote:** Passed

**7. Chapter Affiliation Chair Pfaff**

No report.

**8. Member-at-Large Martin**

No report.

**9. Evaluation/Certification Rowley**

No report.

**10. Professional Development Chair [vacant]**

No report.

**11. ASL Honor Society Coordinator Godfrey**

No report.

**12. Standing Committee: Heritage Language Co-Directors Horn-Marsh & Boland**

No report.

**13. Standing Committee: World Language Director [vacant]**

No report.

**14. Standing Committee: Advocacy Director D. Gough**

- a. Respond to MJ Bienvenu's vlog
  - i. Rationale: Notify ASLTA members that we are open to discussing her recent vlog while at the same time we need to consider about some signs that may offend race/sex or involve isms. So we can create a space for them to express their opinion.
  - ii. No fiscal impact

**ACTION ITEM: Tabled until 2-18-18 Board meeting.**

**15. 2019 NDPC Conference Chair Hall**

No report.

**MEETING ADJOURNED 9:03 pm EST**

Meeting Minutes respectfully submitted by Secretary J. Zinza

**Future meetings:**

February 18, 2018 at 7 pm EST

March 4, 2018 at 7 pm EST

March 18, 2018 at 7 pm EST

April 1, 2018 at 7 pm EST

April 15, 2018 at 7 pm EST

May 6, 2018 at 7 pm EST

May 20, 2018 at 7 pm EST

June 3, 2018 at 7 pm EST

June 24, 2018 at 7 pm EST