



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

Online Board Meeting Minutes

Sunday, July 22, 2018

Time: 7:00 PM [EST], 6:00 PM [CST], 5:00 PM [MST] & 4:00 PM [PST]

1. Roll Call

Janice Smith-Warshaw, President

James Wilson, Vice President

Beatrice Pfaff, Chapter Affiliation / Bylaws Chair

Amy June Rowley, Evaluation Chair

Special Committee - Communications, David Martin

Special Committee - ASLHS Coordinator, Lisa Godfrey (left at 7:45 pm)

Special Committee - Conference Chair, Kristine Hall

Treasurer [vacant]

a. Absence(s):

Lorraine Flores, Professional Development Chair

Jason E. Zinza, Secretary/Acting Treasurer

2. Meeting called to order at 7:02 pm EST

MOTION #2018-62: I, Beatrice Pfaff, move that the Board approve the meeting minutes from 7-08-18 as read.

Seconded: James Wilson

Vote: Passed

3. President's Report

a. Parliamentarian (Mark Apodaca)'s proposal fees update:

- \$250 per session, so total is \$750 for 3 sessions. Additional costs: Hotel accommodations, meals, and transportation to / from the conference site.

MOTION #2018-63: I, James Wilson, move that ASLTA hire Mark Apodaca to serve as the conference parliamentarian and cover his expenses.

Seconded: Beatrice Pfaff

Vote: Passed

- b. Video e-blast in ASL/English versions. All ASLTA videos are to be in ASL.
- c. Propose to extend the deadline for the Awards Committee call for volunteers to to September 21, 2018.

ACTION ITEM: David Martin to create a new video announcement about the Awards Committee.

- d. Audit Committee update to be shared by Vice President Wilson and Special Committee ASL Honor Society Coordinator Godfrey.
- e. New ASLTA logo and polo shirts for ASLTA Board discussion.

4. Vice President's Report

- a. Audit committee update: Suggestion is to hire a professional auditor who is bonded rather than rely on a committee of volunteers. Discussion ensued, with the Board preferring to ask ASLTA's CPA whether professional auditors are needed.

ACTION ITEM: President Smith-Warshaw to contact ASLTA's CPA regarding whether professional auditors are needed.

5. Secretary's Report

- a. Need a stronger reminder to members to log in to their ASLTA accounts. Only a small handful of members have done so. This will cause problems since members will not be able to renew their memberships unless they have previously logged in to their accounts and updated their password. Eblast and Facebook reminders?

6. Treasurer's Report (reported by Secretary Zinza)

- a. Added new line to Schwab Investment table: Money Market Fund. Unclear why previous Treasurers did not include this information as part of ASLTA's assets. Will include the MMF balance from now on.
- b. San Diego Face2Face: Projector and screen rental. Cost for the week is \$193.95. No motion needed since this expense is less than \$200.00.
- c. San Diego Face2Face: Rental vehicle. Cost for the week is \$439.36. Vehicle has been reserved and will seat 5 people. Will use for transporting Board members to / from airport, to / from meals, to / from hotel visit, to / from picking up groceries, to / from renting visual equipment. Cheaper than using Uber or Lyft. Will need a motion.

MOTION #2018-64: I, Beatrice Pfaff, move that ASLTA authorize renting a vehicle for use during the Face2Face meeting in San Diego, at a cost of \$439.36.

Seconded: Amy June Rowley

Vote: Passed

c. Bank Balance Update (as of 7-20-18)

Bank of America:

Account Name	BoA Balance	QuickBooks Balance
ASL Honor Society	\$ 57,927.31	\$ 54,991.25
Evaluation Program	\$ 3,821.52	\$ 5,362.97
Main Checking	\$ 45,472.76	\$ 31,523.33
NPD Conference	\$ 7,532.49	\$ 292.26
National Standards Project	\$ 4,003.05	\$ 4,003.05

Schwab Investment:

Account Name	Account Balance	Available Funds
LF2	\$ 3,650.37	\$ 0.00 (until \$10,000)
L1 Initiatives Fund	\$ 6,636.24	\$ 0.00 (until \$10,000)
Riggs Fund	\$ 6,169.61	\$ 0.00 (until \$10,000)
Main Investment	\$ 48,538.43	\$ 48,538.43
Money Market Fund	\$ 16,483.18	\$ 16,483.18

7. Chapter Affiliation / Bylaws Chair Pfaff

-Regional Representatives are working on introducing themselves via video, to be released to members on an eblast in the upcoming future.

ACTION ITEM: Bea Pfaff to contact the regional representatives regarding the self-introduction videos.

-Bylaws amendments vote update: So far, 25 people have cast ballots. We need Associate and Certified members to vote.

ACTION ITEM: Secretary Zinza to inform Bea Pfaff of the number of Associate and Certified members.

- Reminder that Article IX (Amendments to Bylaws) in the Bylaws require a $\frac{2}{3}$ affirmative vote and a majority of votes cast, not $\frac{2}{3}$ of all members.

8. Evaluation/Certification Rowley

No report.

9. Professional Development Chair Flores

No report.

10. Special Committee: Communications David Martin

No report.

11. Special Committee: ASL Honor Society Coordinator Godfrey

- Wonderful face-to-face meeting with ASLHS in Philadelphia.
- Christine Sharkey will replace Lisa Godfrey as coordinator of ASLHS, effective August 1, 2018.
- Two current ASLHS vacancies: Public relations and Graduation coordinator.
- Developed a new scholarship for ASLTA members to apply for ASLTA certification.
- Theme for 2018 - 2019 ASLHS competitions is portraits of famous Deaf people (Deaf Art competition) and poetry recitation (ASL Literature competition).
- Will finish the MOU with ASLTA by August 1. .

12. Special Committee: 2019 NDPC Conference Chair Hall

- Thanks to Byron for his help working on registration. Video is on both Conference and ASLTA websites.
- More information has been posted on the Conference website.
- 36 people have registered for the conference.
- ASLHS will send 7 individuals to the conference.
- A number of people are waiting until September 1 to register.
- 5 people report having difficulty registering.
- Conference committee will have an in-person meeting with DawnSign Press.
- Conference committee will meet with the ASLTA Board Friday, August 3, at 3 pm.
- Discussed Heart Cruise issues.
- Discussed the sad emoji campaign on Conference Facebook posts.

MEETING ADJOURNED 8:33 pm EST

Meeting Minutes respectfully submitted by Acting Secretary D. Martin

Future meetings:

August 19, 2018 at 7 pm EST

September 9, 2018 (in lieu of September 2 / Labor Day) at 7 pm EST

September 16, 2018 at 7 pm EST
September 30, 2018 at 7 pm EST
October 14, 2018 at 7 pm EST
October 28, 2018 at 7 pm EST
November 11, 2018 at 7 pm EST
December 2, 2018 (in lieu of November 25 / Thanksgiving) at 7 pm EST
December 16, 2018 at 7 pm EST