

Event: ASLTA Weekly Board Meeting

Format: Online via Zoom

Date: 4/30/17

Present:

- President Arlene Garcia
- Treasurer Bill Newell
- Professional Development Chair Christine Multra Kraft
- Chapters Chair Brenda Schertz
- ASLHS Chair / Acting Secretary Jason E. Zinza
- Vice-President Keri Brooks (joined at 8:35pm EST)

Meeting called to order at 5:05pm EST

Reports:

1) PRESIDENT'S REPORT

Suspension of Bylaws:

- Should ASLTA suspend organization Bylaws for the time being, to provide time to revisit Board position descriptions, as part of the reorganization? Rationale: We need to announce Board positions that are up for election, but have not finalized which positions should remain / change / be eliminated. Suspending Bylaws gives the Board time to complete the reorganization and not have people run for Board positions until descriptions are finalized.

Discussion:

Hiring Holmes & Mann Consulting:

- President asked Board to consider hiring Holmes & Mann Consulting to assist with ASLTA's reorganization. Holmes & Mann Consulting have submitted a description of work proposal and estimated costs (\$10,000).

Discussion:

Bill Newell: We know what the problems are. Why pay 10k when we know what the problems are and have been all this time? What unknown issues would the consultants bring to the discussion?

Ad-Hoc Committee:

- Ad-hoc committee on ASLTA-ASLRT merger suggests ASLTA hold off on Board elections for at least 6 weeks. Rationale: This would give proposed Holmes & Mann Consulting time to review ASLTA's structure and propose solutions to organizational weaknesses.

Discussion:

Christine Multra Kraft: I'm uncomfortable that the ad-hoc is functioning almost like a second, parallel board, specifically about their desire for us to hold off on elections. We need to focus on our key constituents rather than rocking the boat, because bringing in L1 is consuming an inordinate amount of resources.

Brenda Schertz: Not in favor. Members might be upset that they can't vote, since that's what they're expecting to do.

Organization Restructuring:

- Board position descriptions need to be finalized; need to complete the ASLTA website; need to improve efficiency in following through on needs to completion.

Discussion:

Keri Brooks: We need to focus on urgent needs first and then tackle other issues that are less important. Right now it's the website, conference, and elections.

Bill Newell: We are pulled in so many directions that we can't truly complete anything specific, like finishing the revamping of the evaluation system. We have papers that Timo assigned that haven't been finished. We need to focus on member benefits.

Christine Multra-Kraft: Can we complete the website by relying on Keri for small things? Is that doable, rather than having to go through Alicia for every little change or update to the website?

Keri Brooks: Will discuss website completion with Alicia. What are the content priorities for the website?

ACTION REQUIRED: Each Board position is to review content on the ASLTA website. Send Keri any changes / updates / content revisions you'd like to see. **MOVE QUICKLY ON THIS.**

Treasurer / Bookkeeper Positions:

- ASLTA has an urgent need to find a bookkeeper who can support the work of the Treasurer. Position begins Sept. 1, 2017. Estimated scope of work is at least 3 hours per day. Any recommendations?

Discussion:

Bill Newell: The current Bookkeeper works daily, typically about 3 hours. This seems the minimum to keep everything moving rather than backing up and becoming out of control. Busy periods, such as the Fall and Spring, increase the work load to at least 6 hours some days. There are dramatic ups and downs that require flexibility and planning ahead to handle. For example, conference registrations took a lot of time to process; another area that involves a lot of time is handling ASLHS orders in the Spring.

Keri Brooks: Right now ASLTA pays \$1,000.00 flat fee per month for all the Bookkeeper's work.

Bill Newell: ASLTA is getting a great deal on that, since the Bookkeeper devotes far more time than is being compensated for, in order to complete the work.

Board Position Descriptions & Elections:

- Need to announce Board position elections in the next ASLTA newsletter, online, Facebook, and website. Status of positions:
 - President (up for election)
 - Secretary (up for election)
 - Treasurer (appointed)
 - Professional Development Coordinator (up for election)
 - Vice-President (Keri will complete term to 2019)
 - Chapters Coordinator (Brenda will complete term to 2019) ***This position needs more examination***
 - ASLHS Coordinator (Jason will continue in position through 2019)
 - Member-at-Large (DISSOLVING - see Communication Director)
 - Communications Director (new position up for election)
 - Heritage Language Director (new position up for election)

- Need to announce revision of Board positions: Member-at-Large to Communications Director and Heritage Language Director. Also need to decide whether the Conference Chair should be formally added to the Board.

Discussion:

Keri Brooks: Suggests the Chapters Coordinator position merge with Professional Development, and refocus emphasis on providing professional development at the local level.

Christine Multra Kraft: Suggests the Conference Chair be invited to participate in Board meetings when relevant, but not serve on the Board in a permanent capacity.

Revisiting Topic of Chapters:

- Should the position be eliminated? Keep it? If we pursue a regional affiliate / chapters model, who will be the coordinator on the national level? What about pursuing state-level reps?

Bill Newell: Let's hold off on deciding about the chapters position until we can reconceptualize chapters. Right now, we have no true need for a chapters liaison considering we only have 10 chapters.

REMINDER: Arlene will do Facebook Live! session on Wednesday, May 10.

NEXT MEETING:

Date: Sunday, May 7, 2017.

Time: 8:30 - 10pm EST.

Future Meetings:

May 14, 2017 (canceled, due to Mother's Day)

May 21, 2017 (8-10pm EST)

May 28, 2017 (canceled, due to Memorial Day weekend)

June: Meeting every Sunday, 8-10pm EST

Meeting adjourned at 10:04pm EST.

Minutes submitted by Acting Secretary Jason E. Zinza