



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

Online Board Meeting Minutes

Sunday, September 24, 2017

Time: 8:30 PM [EST], 7:30 PM [CST], 6:30 PM [MST] & 5:30 PM [PST]

1. Roll Call

Keri Brooks, President
Jenny Gough, Vice President
Raychelle Harris, Secretary
Daniel Heinze, Treasurer
Daniel Gough, Advocacy Co-Director
Janice Smith-Warshaw, Professional Development Director
Petra Horn-Marsh, Heritage Language Co-Director (internet difficulties throughout meeting)
Jason Zinza, World Languages Director
Beatrice Pfaff, Chapters/Regions Director
Amy June Rowley, Evaluation Director
Tim Riker, Advocacy Co-Director
Rayburn Boland, Heritage Language Co-Director - arrived 8:44 pm

Excused Absence (1)

David Martin, Communications Director

2. Meeting called to order at 8:38 pm EST

3. ACTFL Representatives & Relationship with ACTFL

We passed a motion to support 4 people in attending ACTFL. Who's interested in attending ACTFL? So far: Bea, Jenny, Jason, Tim, Janice and Keri.

Discussion ensue regarding who goes. The goal is to save ASLTA money by figuring out costs (flight/hotel), and who has the most relevant skills/positions for the conference. Some people are unable to arrive on Thursday, which is high stakes due to the number of folks present for the SIG meeting.

Final decision as to who will attend ACTFL:

- 1) Keri (ASLTA pays)
 - 2) Jenny (ASLTA pays)
 - 3) Tim (University pays)
 - 4) Jason (University pays)
 - 5) Bea will be the back-up
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4. ASLRT Conference

Discussion ensues regarding who should represent ASLTA during the ASLRT, and the goal of attending the conference - build strong relationship between ASLTA and ASLRT.

MOTION: I, Janice Smith Warshaw, move that ASLTA cover travel expenses for the President, Vice President and Amy June Rowley (previous ASLTA-ASLRT representative) in attending the ASL Round Table conference.

Seconded: Daniel Gough

Passed, unanimous

5. ASLTA Certification & Webinars

All board members very supportive of having webinars, particularly in ASL literature (for certification requirement purposes). Janice, the professional development director, will do more research as to best practices when it comes to webinars. Every board member, please send Janice their areas of expertise for giving webinars. Keri reminded everyone about ASLTA certification - must complete certification within one year.

6. Thank You Gift for Bill and Bev

Keri will do more research regarding Newell gift for the Newells and their many years of dedication and service.

7. Social Justice Training

MOTION: I, Daniel Heinze, move that ASLTA pay Mark Ramirez \$600 for his honorarium fee in coming to Denver October 20-22 to provide social justice training, transportation (riding with Daniel Heinze), hotel room (rooming with Daniel as well), and meals, and a surprise gift of ASLTA national conference 2019 registration.

Seconded: Bea Pfaff

Passed, unanimous

8. Strategic Planning/Task Force Sign-Up Sheets

We will focus on strategic planning after everyone signs up for a task force. Please sign up for a task force. Each task force will meet and discuss options/collect data.

Please summarize the point of your taskforce so when we send out an e-blast to members, we can share a description of each task force for members to join.

9. Bi-monthly Meetings

MOTION: I, Janice Smith Warshaw, move to have ASLTA board meeting online twice a month until the strategic goals are met, then we can taper off to once a month.

Seconded: Daniel Gough

Passed, 8 in favor, 1 oppose, 1 abstain

10. Credit cards for 4 Board members

MOTION: I, Jenny Gough, move to have the four officers, President, Vice President, Secretary, and Treasurer to have a ASLTA credit card.

Seconded: Bea Pfaff

Passed, 8 in favor, 3 oppose

Riker: Heinze, ensure the officers have training in policies and procedures regarding credit card use, by revising the IPPG and running the revisions by the board.

11. Mission Statement & Bylaws Committee

President suggested that Vice President assemble a committee on her own and go ahead with revisions, and share the revisions with the board when done.

12. Surveys for ASLTA members

President and Jason (World Languages Director) will consult with a Social Justice expert on how to reframe/rephrase questions in the survey.

13. Rhode Island Bill Rep

MOTION: I, Daniel Gough, move that Tim Riker becomes ASLTA representative for Rhode Island-related matters.

Seconded: Amy June Rowley

Passed, unanimous

14. Chapters

Keri recommends Bea set up a taskforce focusing on chapter redevelopment and report back to the board on their findings.

15. ASLTA Concerns: Point of Contact

In the past there has apparently been issues with timely (and even responses) to the public email address for the board. Secretary informed the board that she has been replying to emails regularly and immediately, and most of them are about information already on the ASLTA website, so she will work closely with the webmaster in creating checkboxes on the contact form on ASLTA website (e.g. X - MEMBERSHIP; X - EVALUATION; X-ASL HONOR SOCIETY, etc.).

MEETING ADJOURNED 10:38 EST

Meeting minutes respectfully submitted by secretary Raychelle Harris

Action Items:

- 1) Review recent meeting minutes (with corrections to minutes).
- 2) Every board member, please send Janice ideas/topics of their areas of expertise for giving webinars.
- 3) Board members must hold ASLTA certification - must complete certification within one year.
- 4) Each board member signs up for at least one task force (see President's email for link).
- 5) Treasurer provides training for officers in policies and procedures regarding credit card use, and revise the IPPG and running the revisions by the board.