



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

Online Board Meeting Minutes
Sunday, June 12, 2022
Time: 6:30 PM [EST]

ASLTA is inviting you to a scheduled Zoom meeting.

Topic: ASLTA's Zoom Meeting

Time: Jun 12, 2022 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84269956889?pwd=21s1TAdDZb3s80ImTfhRSOQeu9QzJc.1>

Meeting ID: 842 6995 6889

Passcode: 487802

1. Roll Call

James Wilson, President

Lorraine Flores, Vice President

Jason E. Zinza, Treasurer

Bo Clements, Chapters Affiliation Director

Rhonda Jennings-Arey, Secretary

Aimee Sever-Hall, Professional Development Director

David Martin, Communications Director

Amy June Rowley, Evaluation and Certification Director

Participants

Annie Welch

Sara Bianco

Kevin Youngblood

Bobs Donaldson-Pirc

Absent:

Jessica Parker, ASLHS Coordinator

2. Meeting called to order by President Wilson at 6:34 pm EST

MOTION #2022-025: I, Lorraine Flores, move to approve the meeting minutes from 05/15/2022 as read.

Seconded: Bo Clements

Vote: Passed

3. COMMITTEE REPORTS

→ NPDC Committees:

2023 Chair- Sara

- A. Things I have completed:
 - i. Read IPPG (yes, all of it!), have some questions
 - ii. Committee selection- complete
 - iii. Met with committee
 - iv. Set up Google Drive
 - v. Met with LGBTQIA Committee
- B. Committee is moving ahead with their tasks
 - a. Biggest focuses now are registration, web, and budget
 - b. De'VIA Art Gallery
 - c. Youth Program exploring our possible options, hope to decide on specifics by August
- C. Discussion Items:
 - i. MOU
 - ii. Request to IPPG Committee to develop grievance procedure policy

2. Finance Chair- Kevin

- A. Things I have completed:
 - i. Started working on 2023 Conference Budget - in progress
 - ii. Working with Bob on registration information/feedback - in progress
- B. Discussion Items:
 - i. July 1st meeting at the Hilton (how many of you will attend the meeting?)
 - Number of sleeping and type rooms (not under master account?)
 - Meeting after the hotel?
- C. Things I aim to complete before the next meeting:
 - i. Review the IPPG - Finance part.

3. Engagement Chair- Annie

Nothing to report at this time.

4. Operations Chair- Bob - report not given

4. President's Report

- a. Board Retreat Schedule and Agenda: Jason sent his agenda. Send his agenda Need to figure who is rooming with whom.
Accessibility and Transparency: wants us to think about whether or not we are accessible and transparent for the members. Wants us to have an open communication.
Transitional Plan: Vice President, Treasurer, Communications Director, and Chapters Affiliation Director will end soon, so we need to prepare for the next new board members. Lorraine will contact the nominating committee.
Evaluation Assistant Position: This is a volunteer position and is vacant. Think of someone who may be a good candidate for this position.
- b. Southern California Chapter Update. Still have not received the check from one person.
- c. NASLEHL Update. Emailed Robby Porter and Rayburn Boland several times but heard nothing from them. Need paperwork from them before we can send the check to them. .

5. Vice President's Report

- a. Bylaws Meeting. Did not attend the recent meeting but will go to the next one. Will talk about the steering committee.
- b. DEI Meeting (I'll let Aimee Sever-Hall report as she led this meeting)
- c. Finalizing the summer online courses and make the transition smooth for Aimee as a new PD role.

6. Secretary's Report

- a. Emailed Jason re: writing committee tasks to be uploaded. Have a youtube link and transcript ready for members to see, but the upload has to be done first.

7. Treasurer's Report

- a. Want to advocate for ASLTA committee members to receive a \$250.00 discount on the 2023 conference registration fee. Suggest limiting this to confirmed committee members who have served at least 1 year in that capacity, or to the first 25 people who register. Fiscal impact: 25 x \$250.00 estimated value = \$ 6,250.00. Funds to come from the general budget.

MOTION # 2022-026 - I, Jason E. Zinza, move that ASLTA defray the cost of 2023 NPDC registration by \$250.00 per person for members who have faithfully served on an ASLTA committee for at least one year.

Seconded By: Amy June Rowley

Vote: Passed

- b. (Make sure Professional Development Director will make a motion to pay for the costs of the summer course instructor)

- c. Website update: Still in progress. Company is investigating compatible professional development databases and working on the front-facing website design. Hope to share the revised website at the upcoming face-to-face Board meeting.
- d. CPA update. Met with the CPA this week to review ASLTA's accounting. CPA has agreed to continue providing services to ASLTA and expressed numerous concerns regarding transparency, filing procedures, fiduciary responsibility and others that need to be addressed. I am bringing these concerns to the face-to-face Board meeting for in-depth discussion and resolution.
- e. New issue: BA-ASLTA

Current ASLTA Membership			
Membership Category	Current #	Last Meeting #	2021-2022 Goal
<i>Supporting - 1 year</i>	37	32	85
<i>Supporting - 2 years</i>	58	58	36
<i>Associate - 1 year</i>	269	260	218
<i>Associate - 2 years</i>	173	167	104
<i>Certified - 1 year</i>	116	116	100
<i>Certified - 2 years</i>	67	67	48
<i>Retired - 1 year</i>	0	0	2
<i>Retired - 2 years</i>	2	2	2
<i>Retired Certified - 1 year</i>	5	5	5
<i>Retired Certified - 2 years</i>	8	8	3
TOTAL MEMBERSHIP		715	603 (-20%)
<i>Institutional Members</i>	4	4	15
<i>ASLTA Chapters</i>	7	7	10

- h. Banking & Schwab update.

Current ASLTA Financial Status			
Bank of America Accounts	Bank Balance	QuickBooks Balance	Needs to be Processed

<i>ASL Honor Society</i>	\$ 64,372.55	\$ 107,401.67	147
<i>Evaluation & Certification</i>	\$ 16,876.94	\$ 23,018.04	4
<i>Main Checking</i>	\$ 314,478.50	\$ 207,464.08	162
<i>Conference</i>	\$ 21,190.36	\$ 1,696.63	18
<i>External Donations to the NPDC (2023 Patrons)</i>	\$ 0	\$	
<i>National Standards</i>	\$ 3,108.94	\$ 3,108.94	0
<i>Professional Development</i>	\$ 11,715.25	\$ 8,392.39	3
<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>	\$	N/A	
TOTAL ACCOUNT VALUE	\$ 431,942.54	\$ 375,664.24	
Schwab Long-Term Investment Accounts			
	Account Balance	Available Funds (cash)	Investment Notes
<i>L1 Initiatives Fund</i>	\$ 8,236.92*	\$ 62.50	-\$113.88 (-1.36%)
<i>LF2 Fund</i>	\$ 4,290.90*	\$ 35.48	-\$62.28 (-1.43%)
<i>Riggs Fund</i>	\$ 7,032.21*	\$ 56.25	-\$104.14 (-1.46%)
<i>Main Investment Fund</i>	\$ 87,138.50	\$ 8,779.35	-\$1,128.28 (-1.28%)
<i>External Donations (specify account)</i>	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL ACCOUNT VALUE	\$ 106,698.53	\$ 8,933.58	-\$1,408.58 (-1.30%)
*Fund cannot be used until it has reached \$10,000.00 in value.			

7. Professional Development Director Sever-Hall

- Transition
- Survey for certified and master members & follow-up meetings
- DEI Chair and Vice President Meeting

- NPDC Committee Meeting
- Contract (Online Summer Courses)

MOTION #2022-027: I, Aimee Sever-Hall, move that we pay \$2,000 from the PD fund to Debbie Colbert for the summer ASLTA ASL Linguistics class.

Seconded By: David Martin

Vote: Passed

- Proposal (Online Summer Courses)
- Asynchronous online courses (Certificate of completion and validation process). Member asking how this happens. PD and Evaluation will work on this.
- Suggestion: ASLTA CEUs. Wants ideas on what we can do for this.

Action plan: survey for non-certified members, webinar series, and introductory conversations with each board member and committee chair/members.

8. Evaluation and Certification Director Rowley

- Need workflow management tool. Jason to discuss with the Goat people
- Need videos for each of the instructions in goreact
- PD needs to be involved with course endorsement for ASL Evaluation
- Applicants for Evaluator training (6) -expecting 2 or 3 more.
- Timeline for evaluator training?
- Funding for evaluator training.
- Cost of certification for currently certified members wanting to move up from certified to master.

9. Chapter Affiliation Director Clements

- Ohio ASLTA. Struggle to get funds from them due to technology issues. Jason will send invoice to them.
- Bay Area ASLTA.

Action Item: Bo is to schedule a meeting with Dean. Jason and James will join Bo when it is scheduled.

- Chapter Representatives Meeting - June 14, 2022

10. Communications Director Martin

- No Report

11. ASL Honor Society Coordinator-Jessica Parker

- No Report

MEETING ADJOURNED AT 8:52 pm EST

Meeting Minutes respectfully submitted by Rhonda Jennings-Arey

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

July 17, 2022

August 14, 2022

September 11, 2022

October 16, 2022

November 13, 2022

December 11, 2022