



AMERICAN SIGN LANGUAGE TEACHERS ASSOCIATION

Online Board Meeting Minutes Sunday, December 11, 2022 Time: 7:09 PM [EST]

1. Roll Call

James Wilson, President
Bo Clements, Chapters Affiliation Director
Amy June Rowley, Evaluation and Certification Director
Justin Small, Communications Director
Jason E. Zinza, Treasurer

Guests

Sara Bianco
Anne Welch
Kevin Youngblood

Absent:

Rhonda Jennings-Arey, Secretary
Aimee Sever-Hall, Professional Development Director
Lorraine Flores, Vice President

2. Meeting was called to order by President Wilson at 7:09 pm EST

MOTION #2022-073: I, Bo Clements, move to approve the meeting minutes from 11/13/2022 as read.

Seconded: Jessica Parker

Vote: Passed

3. COMMITTEE REPORTS

→ NPDC Committee: Sara Bianco under Professional Development's Report

4. President's Report

- a. Dr. Keith M. Cagle . Scheduled to join us tonight but is experiencing an illness. Will join us in January 2023.

- b. January-June 2023 Meeting Dates. January 15 no go due to MLK. January 8, 2023. Will decide the remainder of the schedule on January 8.
- c. Board's Itinerary Schedule for 2023 NPDC. James is working on making reservations for Board members. 4 have been purchased. Will send the treasurer the credit card use form. Will have a short Board meeting that Saturday after everyone arrives. Full meetings on Sunday, Monday, and Tuesday. Want the Board to visit OSD on Monday or Tuesday. Wednesday morning we will figure out who can attend the training, and then Wednesday afternoon the Board will be in the lobby greeting arrivals.

Need tickets for: Lorraine (in process), Amy June, Jason

5. Vice President's Report

- A. TABLED TO JANUARY 2023: Election Committee

6. Secretary's Report

- a. No Report

7. Treasurer's Report

a. Current deficit: \$ 69,372.02

- i. Major shortfalls: Cannot run reports at this time to see where the shortfall is coming from, but I suspect fewer Associate and Certified members have renewed dues.
- ii. I would like to send out an eblast with video asking members to contact the Treasurer to receive an invoice to pay dues online. When should that be sent out? ASAP
- b. Board conference registration: Have sent invoices to Board members to pay for add-on options. Will transfer \$ 4,550.00 from the main account to the NPDC account tomorrow.
- c. Debit cards for NPDC committee. Will need a full mailing address and social security numbers for each person issued a card.

MOTION # 2022-074: I, Jason E. Zinza, move that ASLTA issue two debit cards for NPDC incidental expenses to Sara Bianco and Bob Donaldson-Pirc up to \$1,000.00

Seconded: Jessica Parker

Vote: Passed

- d. Website update. Continuing to have a major disruption in financial processing and account access. The goal is to have everything fully operational within the next two weeks.
 - i. ASLHS store: Need current inventory from Melissa Ibanez.
 - ii. I will ask Board members to review specific website pages for errors, updates, and things to change/improve.
- e. Unused funds: The Board allocated \$2,000.00 for committee member conference registration discounts. Only seven people used the discount before the deadline,

leaving a balance of \$1,300.00. What does the Board wish to do with these funds?

Options:

- i. Allocate for conference scholarships
 - ii. Apply to contingency fund (current balance: \$ 0.00)
 - iii. Apply to long-term investments
 - iv. Other
- f. Due to the website disruption, I am unable to run membership reports at this time.

Current ASLTA Membership			
Membership Category	Current #	Last Meeting #	2022-2023 Goal
<i>Supporting - 1 year</i>			
<i>Supporting - 2 years</i>			
<i>Associate - 1 year</i>			
<i>Associate - 2 years</i>			
<i>Certified - 1 year</i>			
<i>Certified - 2 years</i>			
<i>Retired - 1 year</i>			
<i>Retired - 2 years</i>			
<i>Retired Certified - 1 year</i>			
<i>Retired Certified - 2 years</i>			
TOTAL MEMBERSHIP			
<i>Institutional Members</i>			
<i>ASLTA Chapters</i>			

b. Banking & Schwab update.

Current ASLTA Financial Status			
Bank of America Accounts	Bank Balance	QuickBooks Balance	Needs to be Processed
<i>ASL Honor Society</i>	\$ 89,272.77	\$ 109,819.39	129
<i>Evaluation & Certification</i>	\$ 38,109.15	\$ 39,140.80	5

<i>Main Checking</i>	\$ 295,202.97	\$ 229,769.49	187
<i>Conference</i>	\$ 52,582.77	\$ 9,858.03	27
<i>External Donations to the NPDC (2023 Patrons)</i>	\$	\$	
<i>National Standards</i>	\$ 3,109.78	\$ 3,109.57	2
<i>Professional Development</i>	\$ 28,392.53	\$ 28,387.82	11
<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	\$	\$	
Schwab Long-Term Investment Accounts			
	Account Balance	Available Funds (cash)	Investment Notes
<i>L1 Initiatives Fund</i>	\$	\$	
<i>LF2 Fund</i>	\$	\$	
<i>Riggs Fund</i>	\$	\$	
<i>Main Investment Fund</i>	\$	\$	
<i>External Donations (specify account)</i>	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL ACCOUNT VALUE	\$	\$	
*Fund cannot be used until it has reached \$10,000.00 in value.			

8. Professional Development Director Sever-Hall

- No report.

NPDC Committee Reports:

2023 NPDC Chair

- Hotel addendum
- OSD conversation ongoing
 - Board Tour
- Sponsorship reminder

- **+** Contacts of Potential Sponsors
- Keynote
- “Out of the box” program suggestions welcome to 2023chair.npdc@asлта.org
- Webinars
 - 12/8
 - 12/15 8:30 PM Eastern
- ASLTA mass emails which day- Fridays

2023 NPDC Finance - Kevin Youngblood

AS of 12/10/22 13:35		
BUDGET	Proposed	Actual
TOTAL EXPENSES	\$ 171,350	\$ 931
REVENUE	Actual	
Total Revenue		\$ 54,150 if all Attendee PAID
NET REVENUE	ASLTA	OhioASLTA
\$ 53,219	\$ 39,914	\$ 13,305 75% / 25%
# of Attendee NOT pay completely	30	
Non-Member paid at Member Rate	12	

Operation Chair:Bob

1. I emailed Debra Johnson last week to ask her if interested in being Exhibits Coordinator and have not gotten a reply yet.
2. Whova Emma Kist just send me and Webmaster her photo and description of her position for ASLTA Conference Website.
3. Plan to have a meeting with Arriana Bedgood about update status of Accessibility but recently she lost her grandmother last week so will wait til her relief process.
4. Volunteer Dawn Watts will do another video about getting more people to involve as Volunteer for the conference soon,
5. Programming Catherine McVickery and AV Tech Louis Riccardi will report to Finance Kevin Youngblood and Chair Sara Bianco because they are more related to Hotel and AV contracts for the conference.

Registration Chair: Bob

1. As of today, we have 91 registered attendees.
2. The Holidays Rate flier went out Friday I believe.

Engagement Chair- Annie

- Website has some updates

- CEU in talks with OCRID
- Contract with Justin Perez

9. Evaluation and Certification Director Rowley

- UNC just completed a semester, so a new cohort of 10-15 graduates is eligible for free membership and certification. Have not received any of the applications yet.
- Gave a presentation to MSSE students at NTID. RID is interested in exploring an MOU to serve their students who are interested in ASL education, similar to existing MOUs with MASLED and UNC.

10. Chapter Affiliation Director Clements

Active chapters are NC, OHIO, WA, VA, and SC

1. Region reps meeting - November 15, 2022. We developed the letter to cut off chapters to see what their plans are. As for now, we hold on to it since we plan to have an IPPG meeting regarding the Chapters future plan with the members.
2. **West chapters as follow-up:** Heather Arazi did reach out to Oregon, Utah, Colorado, and Idaho but no responses from them lately.
3. I need to contact Bay Area to discuss their fund of \$4000 to ASLTA
4. Heather and San Diego discussed their plan to close its chapter since they do not have EIN, 501 C3, and would like to transfer monies to ASLTA. San Diego will start a new chapter with a new name. San Diego did not pay for the renewal fee for 2022-2023..
5. **Midwest chapters as follow up:** Damon Johnson had meetings with Willard and BlueGrass, both chapters plan to close, but they do not have EIN in order to report 990 n. Same with Minnesota. Willard is considering starting over with a new name.
6. **Northeast chapters as follow up:** VA sent the copies of IRS, 990n, etc. recently. Brenda had a meeting with Greater Rochester last Thursday to work on their bylaws, gathering things on the right track. Brenda is reaching out to New Jersey and Maryland. Both do not have EIN etc.
7. **Southeast chapters as follow up:** Florida has not paid for the renewal fee for 2021-2022 and 2022-2023.

MOTION #2022-075: I, Bo Clements, move to terminate two chapters: the FASTA chapter and the San Diego chapter, to be no longer affiliated with ASLTA.

Seconded: MOTION WITHDRAWN

Vote: Passed

11. Communications Director Justin Small

- Have begun issuing e-blasts to members.
- Asking Board members to sign a short holiday phrase that Justin will send to Board members to edit into a holiday greeting for members.

12. ASL Honor Society Coordinator-Jessica Parker

- ASLTA IPPG met, and we decided to work with our Parliamentarian to look over updated MOUs along with ASLHS to recommend some additional updates.
- GREAT participation in fall art competition-209 participants, 24 schools, waiting on Patrick Fisher to pick a final winner. We have 43 finalists for him to choose from.
- Can we post the W9 ASLTA form on the website for convenience? We get many requests for this.
- 2 ASLHS board members attended conferences, and set up a booth to advertise ASLHS. It went very well.
- Teacher grants-we have 11 teacher applicants, and will vote in Jan on winners.
- Will have our 2nd quarterly ASLHS newsletter in January.

MOTION # 2022-076: I, Amy June Rowley, move that ASLTA enter into a closed session.

Seconded: Bo Clements

Vote: Passed

MOTION # 2022-077: I, Amy June Rowley, move that ASLTA end closed session.

Seconded: Justin Small

Vote: Passed

MEETING ADJOURNED AT 9:10 pm EST

Meeting Minutes respectfully submitted by Jason Zinza, Secretary Pro Tempore

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

NEED DATES