Online Board Meeting Minutes
Sunday, May 7, 2023
Time: 6:30 PM [EST]

ASLTA is inviting you to a scheduled Zoom meeting.

Topic: ASLTA’s Zoom Meeting
Time: May 7, 2023 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting
https://zoom.us/j/95145401301?pwd=S1R4RzM4aDA3VHhwWU9Ka0pSQmRTdz09

Meeting ID: 951 4540 1301
Passcode: 247984

1. Roll Call
James Wilson, President
Bo Clements, Chapters Affiliation Director
Amy June Rowley, Evaluation and Certification Director
Justin Small, Communications Director
Rhonda Jennings-Arey, Secretary
Aimee Sever-Hall, Professional Development Director
Lorraine Flores, Vice President
Jessica Parker, ASLHS Coordinator

Guests
Sara Bianco
Bob Donaldson-Pirc
Annie Welch
Barbara Millios

Absent:
Jason E. Zinza, Treasurer

2. Meeting was called to order by President Wilson at 6:37 pm EST

MOTION #2023-019: I, Lorraine Flores, move to approve the meeting minutes from 4/16/2023 as read.
Seconded: Aimee Sever-Hall  
**Vote:** Passed

**MOTION #2023-020:** I, Bo Clements, move to approve the special meeting minutes from 4/20/2023 as read.  
**Seconded:** Justin Small  
**Vote:** Passed

3. COMMITTEE REPORTS
   ➔ NPDC Committee: Sara Bianco under Professional Development's Report

4. President's Report
   a. Pre-Conference Board Schedule/Plans. Shared the draft plans and schedule with us  
   b. NCASLTANCAD Conference. James went to the collaborative conference. Was glad to see the continued alliance. Bo Clements went!

5. Vice President's Report
   a. Awards and Make a motion to order the awards, one motion with two payment checks to Todd Pleski, first deposit is $500 and total costs is $1,030 including the shipping fee. This estimate is based on 14 awards. I have the invoice and will send it to the President and Treasurer after the meeting.

**MOTION #2023-021:** I, Lorraine Flores, move to make two checks, the first check of $500 will be sent ASAP and the final check of $530 in July 2023 from the main account.  
**Seconded:** Aimee Sever-Hall  
**Vote:** passed

   b. Excellent Service Award - who? Board approved of this.  
   c. Sponsor Excellence Award - who? Need to check with Ohio.  
   d. Nomination (latest info.). So far only one person is nominated as Communication Director.  
   e. Bylaws - Phase 8. Will edit the 9-minute video about Phase 8.

6. Secretary's Report
   a. Task 4 done (classroom size), want to share with board via email after the meeting

7. Treasurer's Report
   No Report  
   a. Current revenue / spending info  
   b. Website membership database update  
   c. Chargebacks to be completed this week  
   d. ASLTA calendar  
   e. Member survey update
## Current ASLTA Membership

<table>
<thead>
<tr>
<th>Membership Category</th>
<th>Current #</th>
<th>Last Meeting #</th>
<th>2022-2023 Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supporting - 1 year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supporting - 2 years</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Associate - 1 year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Associate - 2 years</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certified - 1 year</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Certified - 2 years</td>
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<tr>
<td>Retired - 1 year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retired - 2 years</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retired Certified - 1 year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retired Certified - 2 years</td>
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<td></td>
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</tr>
</tbody>
</table>

**TOTAL MEMBERSHIP**

| Institutional Members |          |                |                |
| ASLTA Chapters        |          |                |                |

b. Banking & Schwab update.

## Current ASLTA Financial Status

<table>
<thead>
<tr>
<th>Bank of America Accounts</th>
<th>Bank Balance</th>
<th>QuickBooks Balance</th>
<th>Needs to be Processed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL Honor Society</td>
<td>$ 89,272.77</td>
<td>$ 109,819.39</td>
<td>129</td>
</tr>
<tr>
<td>Evaluation &amp; Certification</td>
<td>$ 38,109.15</td>
<td>$ 39,140.80</td>
<td>5</td>
</tr>
<tr>
<td>Main Checking</td>
<td>$ 295,202.97</td>
<td>$ 229,769.49</td>
<td>187</td>
</tr>
<tr>
<td>Conference</td>
<td>$ 52,582.77</td>
<td>$ 9,858.03</td>
<td>27</td>
</tr>
<tr>
<td>External Donations to the NPDC (2023 Patrons)</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>National Standards</td>
<td>$ 3,109.78</td>
<td>$ 3,109.57</td>
<td>2</td>
</tr>
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</table>
### Professional Development

<table>
<thead>
<tr>
<th>Account</th>
<th>Available Funds (cash)</th>
<th>Investment Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>$28,392.53</td>
<td></td>
<td></td>
</tr>
<tr>
<td>$28,387.82</td>
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<td></td>
</tr>
<tr>
<td>11</td>
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</table>

### Inclusion & Equity

<table>
<thead>
<tr>
<th>Account</th>
<th>Available Funds (cash)</th>
<th>Investment Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>$100.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>$100.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0</td>
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</tr>
</tbody>
</table>

### Investment

<table>
<thead>
<tr>
<th>Account</th>
<th>Available Funds (cash)</th>
<th>Investment Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>$100.00</td>
<td></td>
<td></td>
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<tr>
<td>$100.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### External Donations to Main Checking Account

<table>
<thead>
<tr>
<th>Account</th>
<th>Available Funds (cash)</th>
<th>Investment Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td></td>
<td>N/A</td>
</tr>
</tbody>
</table>

**TOTAL ACCOUNT VALUE** $  $

### Schwab Long-Term Investment Accounts

<table>
<thead>
<tr>
<th>Schwab Long-Term Investment Accounts</th>
<th>Account Balance</th>
<th>Available Funds (cash)</th>
<th>Investment Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>L1 Initiatives Fund</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>LF2 Fund</td>
<td>$</td>
<td>$</td>
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</tr>
<tr>
<td>Riggs Fund</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Main Investment Fund</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>External Donations (specify account)</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
</tr>
</tbody>
</table>

**TOTAL ACCOUNT VALUE** $  $

*Fund cannot be used until it has reached $10,000.00 in value.

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8. **Professional Development Director Sever-Hall**

- MASLED campfire session. Some are seasoned teachers that wonder if the conference is worth going to, and Aimee explained the conference plans. That seemed to help.
- ASL Literature Course (22 registrants). Already started, week 1.
- Applied for Gallaudet University Supplier to receive purchase of orders for MASLED cohorts. Finally solved the complicated procedure.
- **ASLTA Workshop Track**. Need us to fill this out ASAP.

**Action Item:** All assigned board members must fill out the ASLTA workshop track info as soon as possible.

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NPDC Committee Report:

Chair

- Sponsorship
  - TRUE+WAY ASL - $15,000
O DawnSignPress - $10,000
O OhioASLTA - $2,500
O Gallaudet University - $2,500
O Sorenson - $3,000
O Ohio ASLTA - $50
O The Ohio State University - $1,500
O Greenleaf - $500
O Total - $35,050

- Schedule
  - ASLTA 2023 NPDC Master Room Schedule
- Technology concern - help?
- Opening Ceremony - Opening Ceremony Program Notes
- Closing Ceremony - Closing Ceremony Program Notes
- Keynote Update
- Follow up on board's decision on scholarships
- Question about meeting minutes on the website

Annie
- Plan of Action if we do not get keynote materials
- ASLTA track - promotion needed?
- ASLHS - follow up - discussing the schedule
- Presenters’ promotions

Bob
- Registration
  - as of today it is 234. Still more coming from Gallaudet Students
- Exhibits
  - Received $500 Booth from GoReact.
- Volunteers
  - Collected 27 people to volunteer during the conference and work on each person’s time frame of volunteering time.

9. Evaluation and Certification Director Rowley
- 4 trainings completed
- New evaluators starting to evaluate with mentees.
- Clarification about invoice training
- Emails for evaluators
- Evaluation revision needed- rubric/cheat sheet
- Motion to pay external Trainer: Leticia Arellano for Bias/Anti-Bias Training for evaluators: $400

**MOTION #2023-022:** I, Amy June Rowley, move to pay $400 from the evaluation account to Leticia Arellane for the Bias/Anti-Bias Training for the evaluators as soon as the invoice is received.
Seconded: Lorraine Flores
Vote: passed

10. Chapter Affiliation Director Clements
   ● Chapter reps will have a meeting on May 9, 2023

11. Communications Director Justin Small
   ● Marketing and advertising. CSUN communication disorders paid an advertisement. Wanted to know our perspectives.
   ● Awards Nomination link not working. This was resolved.
   ● What needs to go out in the next few weeks? The President will give a message on what to expect during the General Business meeting. PD suggested contacting certificate members to update info with evaluation.

12. ASL Honor Society Coordinator-Jessica Parker
   ● 3 ASLHS grant winners
   ● Literature competition finalists sent to Crom Saunders for final voting
   ● ASLTA Conference scholarship application open:
   ● https://apply.mykaleidoscope.com/scholarships/asltaconference23

MEETING ADJOURNED AT 8:21 pm EST

Meeting Minutes respectfully submitted by Secretary, Rhonda Jennings-Arey

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

June 4, 2023
June 25, 2023