

GaRID

Semi-Annual Business Meeting Agenda 5/19/2012

Present for Board meeting: Erin Salmon, President, Wendy Sullivan, Treasurer, Donna Davis, Secretary, Erin Kitchens, Member at Large, Diana Jarvis, Member at Large, Jackie Anthony, Ex-Officio. Not present was Board Member at Large, Latoya Childs

GaRID members present include Diane Lynch, Mariah, Daniel Sweeney, Jodi Upton, John MacDonald, Faith Powell, Brittany Holden, Terry Griswold-Garcia, Zena Harris, Stacy Tuttle, et al.

We currently have 129 members.

With 32 members in attendance, we have a quorum present to conduct business.

Call to order at 11:57 am by Erin Salmon, President.

There was a motion to adopt agenda.
Motion carried, agenda adopted.

Minutes from 11/6/2012 were reviewed aloud by Donna Davis and approved.

Reports from Board Officers

President- Erin Salmon

Mariah Wojdacz, freelance member section leader gave a brief update about the RFP (Request for Proposal).

- The State of Georgia began a bidding process for mandatory contracts with sign language interpreter providers, stopped this process, and few months later released another RFP with convenience contracts. BIDS have been submitted.
- Travel issues remain prevalent. No travel time or mileage is paid.
- Jackie and Mariah will discuss an online petition in support of legislation aimed categorizing sign language interpreting a “profession”, thereby exempting sign language interpreting from RFP contract processes with government entities.

GAD will hold the first Literacy GALA; GaRID is sponsoring Donna Davis to attend as a representative.

A brief Board Retreat report was given by Donna Davis who highlighted goals for the organization (a copy of which is online at the website for members to access).

Region 2 conference update:

Diane Lynch and Erin Salmon will attend the Region II conference in Fort Lauderdale, Florida, as representatives of GaRID.

There are two interpreters from Georgia slated to present at Region II. Presenters have not yet been announced.

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In November 2012, GaRID will hold elections at the annual conference in St Simmons Island for the following positions: Vice President, Treasurer, and two Members at Large. GaRID's Vice President, Becky Harris, resigned on March 4, 2012 from her board position for personal reasons. She continues to serve as the Conference Chairperson.

GaRID celebrates Membership Appreciation Day!! Congratulations to the Board for their hard work and thank you to the membership for participating. We hope to make this an annual event.

Secretary- Donna Davis

Edited notes are sent to the Board for editing and approval. Minutes are posted ten days after the conclusion of meetings. Jackie posts them to the website and sends out a notification by e-mail to the membership. It may have been closer to three weeks for the 3-day retreat minutes. This board works HARD for the membership. Donna is proud to be a part of this group.

Files, including minutes, motions, and summaries of group communications, are housed on a dedicated flash drive and backed up in several locations. The Board is transitioning from Yahoo groups to Google groups to communicate. The board will meet for a training regarding this change tonight.

The secretary serves as liaison to the Bylaws committee and is assigned to work with the policies and procedures manual; both have no activity at this time.

The secretary also serves as liaison to the CMP Committee which Diane Lynch will report about.

Thank you. It is a pleasure to serve our membership.

Member at Large- LaToya Childs not present

Member at Large- Erin Kitchens

Erin is attending the GAD Literacy Gala representing the Middle Georgia Interpreter for the Deaf (MGRID)

Member at Large- Diana Jarvis

Gemini Update: Rick Pope is working with the Florida RID chapter which is paving the way for Georgia. Florida is in the process of training interpreters for emergency management. The annual conference will include influential people from the emergency management leadership community. Look for similar events to happen in Georgia.

Treasurer- Wendy Sullivan

The Treasurer presented the budget report below to participants and thoroughly explained the report. The Income Statement report shows budgeted amounts versus actual expenses for the organization from July 1 – May 18th, 2012. Income for GaRID results from two main sources: the annual conference and membership dues. The CMP

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budgeted amount was a bit higher than actual income because this is a new line item and we weren't sure how many CEUs would need to be processed. The conference generated a small profit due to the committee's work to control expenses and fundraise as much as possible. Mary Beth Morgan is the committee chair for fundraising, and she is working hard to bring additional funds into the organization. The mentorship income is higher than budgeted because we estimate how many mentee/mentor relationships will be set up. Other income that was a fun surprise this year was a \$2000 donation from GISN. A large portion of these funds were used for today's Membership Appreciation Event. The remainder is set aside for honorariums to interpreters for last minute events and meetings, such as the RFP meeting last year. The biggest expense was the fall conference, but you can see that the conference made a profit overall. Mentorship payments will be paid in the next month (mentorship is a 5-month program). Expenses for the board retreat are greatly reduced because board member, Erin Kitchens, has been donating use of her cabin. We will continue to budget the same amount because the use of the cabin will not always be available in the future. The item titled "RID conference expenses" is also utilized for the Southeast Regional Conference. Regarding the PDC, Diane Lynch's goals are to break even (charge just enough to cover expenses for workshops) and this balance is currently in the negative. However, Diane Lynch has new information in her PDC report that changes this to a positive balance.

In addition to the Income Statement, the balance sheet was presented with total assets of \$22,691 in the form of checking, savings, and CD balances. This number will decrease as we pay upcoming expenses such as mentor fees, but we will maintain a balance or "cushion" for the financial health of the organization.

Here is the budget report that Wendy submitted:

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GaRID Budget vs. Actual July 1, 2011 through May 18, 2012

	Jul 1, '11 - May 18, '12	Budget	\$ Over Budget	% of Budget
Income				
CMP - CEU income	185.00	500.00	-315.00	37.0%
Conference				
Conf Fundraisers	1,524.32	1,500.00	24.32	101.6%
Registrations	6,795.46	13,900.00	-7,104.54	48.9%
Sponsorships	2,956.70	3,000.00	-43.30	98.6%
Total Conference	11,276.48	18,400.00	-7,123.52	61.3%
Fundraisers	202.00	100.00	102.00	202.0%
Interest	89.13	100.00	-10.87	89.1%
Member Dues	4,660.70	3,750.00	910.70	124.3%
Mentorship Income	1,750.00	1,200.00	550.00	145.8%
Other Income	2,000.00			
Workshop Registration Fees	2,124.69	5,000.00	-2,875.31	42.5%
Total Income	22,288.00	29,050.00	-6,762.00	76.7%
Expense				
Accounting Fees	0.00	150.00	-150.00	0.0%
Admin Supplies	160.99	300.00	-139.01	53.7%
Bank Fees	0.00	25.00	-25.00	0.0%
Donations	125.00	100.00	25.00	125.0%
GaRID Conference				
Hotel Charges Misc	6,512.87			
Lodging Fees	1,317.00			
Other conf related fees	1,804.20			
GaRID Conference - Other	0.00	13,500.00	-13,500.00	0.0%
Total GaRID Conference	9,634.07	13,500.00	-3,865.93	71.4%
Mentorship Payments	35.00	1,000.00	-965.00	3.5%
Retreat for Board	239.89	500.00	-260.11	48.0%
RID Conference	1,015.55	3,500.00	-2,484.45	29.0%
Sec of State Fees	50.00	80.00	-30.00	62.5%
SIG-special interest group	25.00	600.00	-575.00	4.2%
Uncategorized Expenses	200.00			
Website/Internet Charges	395.01	500.00	-104.99	79.0%
Workshop Fees				
Custodial Fees	136.00			
Food/Snacks	155.35			
Hotel Room/presenter	796.61			
Presenter Fees	1,620.00			
Workshop Fees - Other	0.00	5,000.00	-5,000.00	0.0%
Total Workshop Fees	2,707.96	5,000.00	-2,292.04	54.2%
Total Expense	14,588.47	25,255.00	-10,666.53	57.8%
Net Income	7,699.53	3,795.00	3,904.53	202.9%

May 18, '12

ASSETS

Current Assets	
Checking/Savings	
BOA Conference Ck'g	4,143.28
CD ING mat 01/08/12	-0.08
CD ING mat 01/08/13	1,000.00
CD ING mat 01/08/14	1,000.00
GaRID Checking	9,012.11
GaRID Savings	7,536.20
Total Checking/Savings	22,691.51
Total Current Assets	22,691.51
TOTAL ASSETS	22,691.51
LIABILITIES & EQUITY	
Equity	
Retained Earnings	14,991.98
Net Income	7,699.53
Total Equity	22,691.51
TOTAL LIABILITIES & EQUITY	22,691.51

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The proposed budget for July 1, 2012 - June 30, 2013 was also presented. The numbers were created with the input of committee chairmen and past financial information.

Here is the proposed budget that Wendy submitted:

GA Registry of Interpreters for the Deaf		
Proposed Budget July 1, 2012 - June 30, 2013		
INCOME		
Conference	Registrations	\$9,900
	Fundraisers	\$1,500
	Sponsorships	\$3,000
Total Conference		\$14,400
Fundraisers		\$250
Interest		\$100
Member Dues	(\$25 X 150)	\$3,750
Mentorship	(\$300 X 4)	\$1,200
Workshop Registrations		\$2,500
CMP - CEU pymts	(\$5 X 30)	\$150
TOTAL INCOME		\$22,350
EXPENSES		
Accounting Fees		\$250
Admin Supplies-Board		\$300
Admin Supplies-Workshops		\$50
Bank Fees		\$25
Donations (to other orgs)		\$100
Conference		\$11,853
Mentor Fees	(\$250 X 4)	\$1,000
Board Retreat		\$500
RID Conference		\$3,500
Sec of State Fees		\$80
CMP fee to RID		\$150

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Special Interest Groups	(3 X \$175)	\$525	
Website Charges		\$500	
Workshops		\$2,500	
Workshops-unplanned Terp Fees		\$1,000	
TOTAL EXPENSES		\$22,333	
NET INCOME/RESERVES		\$17	

Committee Reports

By Laws Committee

If members have proposed changes to the By Laws, communicate those to Donna Davis, secretary. This is the only committee that currently does NOT have a chair.

Conference Committee

Registration is open for the November conference and there is a undisclosed cap on the number of registrants. Committee chair, Becky Harris asks for support for fundraisers. The venue is more expensive than previous venues. Early registration is only \$99. Two fundraisers are coming up: a car wash and a trivia gathering. Information is on the website.

CMP (Certification Maintenance Program) Committee

Since November, 2011, the following activities were processed for RID CEUs: 20

Workshops, 12 PINRAS, and 3 College Courses.

Current GaRID CMP fees are: Workshops are \$5 per person at GaRID workshops. \$25 minimum fee for other organizations to offer CEUs through GaRID, course work CEU processing for GaRID members and other RID members is \$10 per course, PINRAS (Participant Initiated Non-RID Activities) are \$5 per activity.

The CMP Committee welcomes Linda Ogletree . Linda will working at events on-site and with the organization of CMP records.

PDC (Professional Development Committee)

Diane Lynch reports that:

- January 7, 2012, Nayshunda Burke presented “A New Mentoring Experience: For Those Want to Enhance the Mentoring Experience” at the Covington Library in Decatur. The committee thanks Jon Shive and Nayshunda Burke for their work , and a special thank you to Nayshunda for presenting pro bono.
- January 21, 2012, Dr. Laurel Standley, CI, CT, NIC Master, SC: L presented “Interpreting Strategies to Increase Literacy Development in the Middle and

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Secondary Levels” at NorthStar Church in Kennesaw. Thank you to Sign Language Interpreting Specialists for sponsoring interpreting services.

- March 16-18, 2012 Georgia Association of the Deaf and GaRID partnered to bring Amy Peterson, CDI, to teach “CDI Foundations” an 18 hour required training for CDI certification at the Atlanta Association of the Deaf. This event was a huge success.
- April 28th, 2012, Paula Dean Browning from Mississippi presented “The Interpreter Guild: Apprentice to Master Crafts(wo)man” at the NorthStar Church in Kennesaw as well. Many thanks to Mary Beth Morgan, Fundraising Chair, for supplying refreshments to the group.
- May 5th, 2012 Nayshunda Burke presented “You've Completed an ITP, You're Certified/Qualified: Now What?” GACHI and SLIS were co-sponsors for this workshop.
- Today, May 19, 2012, Faith Powell is presenting “Multi-Faceted ASL” for us here at Harrison High School in Kennesaw. Thank you to Faith for presenting this workshop pro bono to the organization.

The PDC committee appreciates GaRID members' donations of time and energy volunteering at workshops.

The PDC is seeking additional workshop presenters. If members have an interest in presenting an activity, contact Diane. GaRID members are encouraged to contact the PDC Chair with workshop suggestions at pdc@garid.org.

GaRID Board secretary and PDC Committee members met in January to discuss the structure of the committee. Focus was on the need to expand the committee to divide the work load. The committee is in need of **10 additional members** for the following functions.

- Securing event locations (at least 4 per year)
- Assist with scheduling events
- Work to secure interpreting sponsors and coordinate interpreting services
- Logistical coordination of the event site after booking and on site logistics
- Onsite registration table coordinator
- Event Materials Coordinator

If any member is willing volunteers with these roles on the PDC Committee, contact Diane Lynch at pdc@garid.org.

Fundraising Committee

Mary Beth Morgan reports she is looking for new committee members. All items sold are donated by the eight Kroger stores in the area.

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\$140 dollars in gift certificates were donated to purchase snacks, and two Starbucks in the area have donated coffee and other items.

Totals donations are \$521.15. Total profit so far is \$202, not including today.

In the future, Mary Beth would like to sell GaRID car decals. If you want to join the committee, please contact Mary Beth.

Membership committee

Stacy Tuttle reports that one goal of the committee is to reach outside of the Atlanta area.

Another idea in the works is membership cards for people who join which would be e-mailed with your receipt after you join.

If you want to be involved with the committee, send Stacy an e-mail. Contact info will be posted on the website.

Currently we have 129 members!! Last year altogether we had 176. Our membership numbers normally increase with a major influx during the conference.

Nominations Committee

Elections at the conference in November will be for Vice President, Treasurer, and three members at large. Please contact Latoya or any board member with your nominations.

Public Relations Committee

No report at this time

Publications Committee

Hijrah Himad (not in attendance) reports that submissions are very limited, particularly outside of the Atlanta area. If your submission is printed you receive a \$5 coupon for a workshop.

Website Committee

Jackie Anthony reports that if you do not login to your account she moves your information into archives. If you have issues please e-mail Jackie at garidmembers@gmail.com.

There are some glitches with the site. For our Membership Appreciation event, the website said that it was full, but it was not full

The fall conference early bird information is online. You can register online or download and mail in the form.

We currently use a website company.

Jackie is committee of one. Please contact her as needed.

Google training that the board is receiving today is free. Thanks to John Jarvis, Diana's brother for training us about how to use Google groups.

Mentorship Committee

Diana Jarvis reports for Jon Shive that the mentorship current cycle ends on June 15th.

There are seven pairs. Jon wants to make sure that everyone gets their money's worth.

There have been some scheduling issues. Sometimes pairings need to be adjusted to find

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the best fit. We also make financial adjustments when needed. Please consider being a mentor or mentee when the call goes out for the next session.

Member Sections

Board liaison to the member sections is Erin Kitchens.

Freelance Member Section

Mariah Wojdacz reports that RFP questions can be directed to her. Mariah also wants to see more support for freelance interpreters outside of Atlanta and feels that medical interpreting trainings are needed in the community.

Terry Garcia, member from audience, would like to see forums added to the website where issues can be discussed.

Interpreters in Educational and Instructional Settings

Richard Brumberg sent a VLOG which was played for the membership. This was interpreted by Tina because the sound system did not work well.

Religious Interpreters

Franklin Eaves not present/no report at this time

Ad Hoc Policies and Procedures Manual

Diane Lynch is chair and no report at this time.

Old Business

None

New business

2012-2013 proposed budget:

Diane Lynch motions to accept the proposed budget. Brittany Holden seconds the motion. No discussion. Motion carries.

Meeting Open for New Business

Faith Powel clarifies that interpreters can't just say that "we are a profession" because the government has a definition of what a profession is. Faith does not recommend a petition. Requiring bachelor degrees is a positive step, but Faith cautions that just because we want it so doesn't make it so. The government responds a certain way and we must meet their definition. Faith expressed that becoming alarmed may not be necessary. Agencies stand to lose money, but "take a breath" before responding. The foreign language RFP resulted in unmet needs and ultimately the State had to use alternative options.

Mariah is supportive of a petition effort to demonstrate the need for legislative action.

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Faith is supportive, as well, but says we should think carefully of how to write such a petition.

Mariah clarifies why the “profession” terminology is important; Professionals are exempt from RFPs with the government.

Terry Griswold-Garcia states that many entities are trying to get contracts under the RFP, including language companies who do not have expertise in sign language interpreting. Terry feels this bidding process will result in chaos.

Stacy Tuttle addressed the issue of licensure through the PSC (Professional Standards Commission) A draft of licensure requirements will be release in July 2012. The proposed standard is RID, EIPA 3.5 and a two year degree. RID already requires degrees to sit for the national exam. Degrees are a positive step, but there are grave concerns over timelines being unrealistic.

Brittany Holden asked for clarification regarding scoring required on the EIPA to receive national certification through RID and expressed concerns about the lack of nearby RID written exam sites in Georgia.

Erin Kitchens adds that people are flocking out of state to take the written test.

Stacy stated that Frank Nesbit is supportive of the PSC’s new requirements.

Johnny MacDonald suggested that a CODA be added to the Board. Donna Davis answered that Erin Kitchens is a Coda and that there are positions in need of nominations. Nominations can be sent to any board member.

Announcements:

New graduates of ITP’s were recognized and GPC is transitioning to a bachelor degree program.

Adjournment 1:32pm