

GaRID Board Retreat 2016

January 30-31, 2016
Amicalola Falls Lodge, Dawsonville, GA

Georgia Registry of Interpreters for the Deaf

*Present: **Debbie Lesser**, President; **Erin Salmon**, President Ex-Officio; **Amy Peterson**, Vice President; **Anna McDuffie**, Treasurer; **Donna Flanders**, Secretary; **Jeffrey Bigger**, Member at Large; **LaVerne Lowe**, Member at Large; **Erika Munro**, Member at Large*

I. Call to Order and Review of Retreat Agenda

- On Saturday, Jan 30, meeting called to order at 10:20am
- Roberts Rules of Order were suspended for the duration of the 2-day retreat.
- No vote was required to approve the minutes from the last Board meeting that occurred on October 17, 2015, as these minutes were approved via e-vote and have been shared with the membership on our website.
- The agenda was reviewed, updated, and approved.

II. General Reports from the Board

A. President: Debbie Lesser (along with Erin Salmon, ex officio)

1. RID President's Meeting Update:

There are many changes happening in the RID structure. Most of these will be discussed during the New Business portion of our retreat. Because President's meetings happen in an online format, there was much discussion about the pros and cons of members participating online and the effect that has had on recent conferences. The next national conference will be held in 2017 in Region V, location TBD.

B. Vice President: Amy Peterson

No report. Policy and Procedures handbook is still under construction. Donna Davis will work with Amy to develop.

C. Treasurer: Anna McDuffie

1. Budget: hardcopy presented to Board. The Budget for 2016-17 is included below under New Business. The line item used to support one or two Board members' attendance to national conferences will need to be adjusted to \$5,000 as most of the upcoming national conferences to which we generally send attendees will be happening in Region V (west coast). From this year's budget, we will have to cover both NAD (July) and RID Region II (August).

2. Bank of America Account: Because Erin Salmon is no longer President, her name will be removed from the BOA signature cards for all three GaRID accounts. Debbie Lesser, as our new

Board President, will be added to the signature cards for all three accounts. Both Debbie and Erin are in agreement with this adjustment.

3. PayPal: The Board agrees that because there's an automated \$2.00 fee when we accept funds through PayPal, we will now raise our membership fee by \$2. This increase of membership fees from \$30 to \$32 requires a vote by our members. We will add this vote to the agenda for MAD.

4. The Board agreed to donate the remaining \$300 in the Budget under line item labeled "Donations" to GaCHI, to be used for Camp Julienna.

5. Taxes for GaRID have been filed for the year 2015.

6. As of today, GaRID general savings account = \$24,548.55; conference savings account = \$27,118.09; general checking account = \$8,689.13.

D. Secretary: Donna Flanders

Donna Davis has handed over all her files, including the Archives Project that she worked on for the last couple years. Minutes for this meeting will be ready for posting by tomorrow evening. The Treasurer will add the Budget and at that point it will be handed over to Donna Davis to post on our website 30 days prior to MAD for membership review.

E. Members at Large: Jeffrey Bigger, LaVerne Lowe, Erika Munro

The January Educational Interpreter Workshop was well attended. The presenter was great and it was a success.

III. Review and Discussion of Goals from 2015 (printed in purple)

GaRID members:

A. **Collect member input to evaluate organizational direction** : in progress. During the November conference, an informal discussion was led about the direction of the organization, our workshops and conferences.

B. **Improve Mentorship Program**: in progress.

1 **Revise/enhance policies**

2 **Deaf Mentors**

3 **Enhance publicity**

C. **Recognize Business Members**: not met. (Refer to Membership Chair.)

D. **Increase social media presence**: Met. Our Facebook page "Likes" have increased. Our website now has a new webmaster, who is enthusiastic about utilizing this tool.

E. **Provide information in ASL**: Met.

F. **Host at least one board meeting/workshop outside of metro Atlanta area during 2015**: Met.

G. **Focus professional development**: Met.

1 **Deaf national level presenters**

2 Modify topics to reach certified interpreters

3 Vary workshop/conference venues

Deaf Community:

A. Meet with leadership of GAD to identify opportunities for partnership: Met! Signed MOU with GAD.

B. Increase Deaf attendance at workshops/events: Met!

Board:

A. **Draft Policies and Procedures Manual:** in development. Amy Peterson is taking the lead on that project.

B. Continue to develop archives: Met!

C. Refine board structure: Met!

IV. Committee Reports and selection of new Board liaisons:

The Board discussed the need for each Committee to have a designated liaison as was the practice previously. Assignment of Liaison for ALL Committees will be the Board Vice President.

A. CMP: Diane Lynch, Chair.

B. Conference Planning: Jeffrey Bigger, Chair. The Oct Conference went exceptionally well.

C. Membership: Kelly Spell, Chair. Currently at 307 members.

D. Professional Development: Diane Lynch, Chair.

E. Mentorship: Jennifer Moyer and Sarah Barnes, Co-Chairs. A report was submitted for the Board to review. Currently, there are two pairs of Mentor/Mentees who wrapped up their session January 15, 2016. Next Mentorship pairing and cycle to be determined. Because the Committee needs time to finalize and implement this plan, the next session of the Mentorship Program will be held until further notice.

F. Member Sections: Vice President, liaison

a. Religious Interpreting, Freelance Interpreting, Educational Interpreting, Deaf-Blind Interpreting have been Member Sections under GaRID for several years. The Board agrees that if the Conference Committee decides to use Member Sections as part of the annual conference, that will still be available to them as they build the conference agenda.

b. Previously, the Membership form gave options for Member Section interests. The Board has historically never utilized this information for our organization. After some discussion, the Board decided to do some research about the need for Member Sections on our membership form. Amy will contact Donna Davis to give Erika Munro permission to view the membership forms.

G. Communications Sub-Committees:

1. *FACES*: Adrienne Clegg, Editor, Holly Jackson, Co-Editor. GaRID has again received the RID Silver Scribe Award for the quarterly newsletter, *FACES*, created and edited by Holly Jackson.

2. Public Relations: Previously Donna Davis, described as display and general information sharing. (Position discontinued.)

3. Website: Donna Davis, webmaster

4. Social Media: Jeffrey Bigger

5. Archives: This was a short-term project spearheaded by Donna Davis and included Pam Hill, Tom Lawrie and Becky Sills. The project was completed in 2015 and the Secretary now keeps the Archives, most of which have been converted to an electronic version. (Position discontinued.)

V. Old Business:

GaRID Serves is a program under development carried over from our Fall Conference by Anna McDuffie. She would like for the Program to get underway and sounded a call to the Board for someone to take it on by being the email address administrator and by keeping track of the numbers of hours of service. Anna has a PowerPoint presentation from the Fall Conference that could be added to the *Faces* newsletter. Amy will talk to Donna Davis about possible formats for gathering information.

VI. New Business:

1. The Board signed sympathy cards for Ann Gomez and Jeanette Lorch. The Co-Editors of *Faces* newsletter have been asked to write up a short article to memorialize them and their long-time contributions to our community. The article will be added to our FaceBook page as well.
2. Debbie Lesser and Anna McDuffie will be representing GaRID at Region II in Charleston, SC, August 4-7, 2016. When we know the cost of registration, the Board may decide to send more Board members, according to the budget.
3. Amy Peterson and Jeffrey Bigger will be representing GaRID at NAD in Phoenix, AZ, July 5-9, 2016.
4. Debbie Lesser will make a presentation to the students of Perimeter College of Georgia State University's Interpreter Training Society. She will also reach out to Valdosta State Univ about the possibility of making a similar presentation to their student ASL Club.
5. Erin Salmon updated our organization's Membership Application. The new form will be sent to Donna Davis for posting on our website. The new form design is as follows:

GaRID Membership Application

July 1, 2015 - June 30, 2016

Name: _____

Address: _____

Phone Number: _____ Voice and/or Text

Email: _____

Choose Membership Level: Business: \$100.00 _____ Individual: \$32.00 _____

Are you willing to share contact information with those seeking an interpreter?

_____ Yes _____ No

Credentials (Please specify certification/rating below.):

RID _____ NAD _____ EIPA _____ Other: _____

Are you currently a member of RID? _____ Yes _____ No

(If yes, what is your RID member number? _____)

[By laws allow only Associate or Certified members of RID to vote at GaRID business meetings.]

Are you interested in a Committee or Member Section? _____ Yes _____ No

(If yes, check all that apply.)

[For a description of Committees and Member Sections, see GaRID website About Us.]

Committees

___ Conference

___ Professional Development

___ Certification Maintenance

___ Membership

___ Mentorship

Please mail application and dues to:

GaRID Membership

P. O. Box 4341

Valdosta, GA 31604

Member Sections

___ Educational

___ Freelance

___ Religious

___ Deaf Blind

Please log in to the GaRID webpage and update your member profile.

6. Our GaRID website is for official GaRID business. If anyone wants to advertise their events, questions, etc. they will be invited to post it on our Facebook page. Anyone can "Share" but all postings will be screened.
7. Our GaRID annual conference will be held November 11, 12, 13 (or according to the availability of the conference center that is chosen). The Conference Committee is currently considering Macon, GA as the location. The Committee is strongly considering offering two tracks to participants. Jeffrey Bigger will develop a flier and post a Save the Date on our website and Facebook pages.
8. Member Appreciation Day coordinators are Donna Flanders and Anna McDuffie. MAD is set for April 30, 2016, and will be held in the metro-Atlanta area. We are seeking a space to accommodate 150+ people. Our presenter is Bill Ross of Minneapolis, MN, topic TBA. Jeffrey Bigger will send out a Save the Date ASAP and develop a flier to post on our website and Facebook pages.
9. Our conferences will be the same registration rate for all attendees. There are currently no scholarships or discounts available.
10. The Board discussed the process for overseeing CEU provision for workshops that are either GaRID sponsored versus third-party workshops for which GaRID will process CEUs.
11. The Board took some time to discuss some misconceptions in our community about the RID/NAD rift and to develop a statement that will be added to our website and Facebook page.

In response to inquiries about the current RID/NAD controversy, the Georgia Registry of Interpreters for the Deaf Board issues the following statement:

The Board would like to assure our membership that GaRID continues to be a thriving organization. Our membership numbers are growing, our workshop and conference offerings are well-attended and our leadership is a strong and cohesive Board.

As our national organizations struggle through a time of self-analysis, mediation and restructuring, we encourage our members to continue to be active participants in state and regional activities while we all await more information from the national leaders.

For more information, refer to the RID.org and NAD.org websites.

12. The proposed Budget for 2016-17 was reviewed and approved unanimously by the Board. The Budget is as follows:

			Budget
Income			
	CMP - CEU payments		\$ 300.00
	Conference		
	Registrations		\$ 13,000.00
	Sponsorships		\$ 4,000.00
	Total Conference		\$ 17,000.00
	Interest		\$ 25.00
	Member Dues		\$ 7,040.00
	Mentorship		\$ 1,200.00
	Workshop Registrations		\$ 5,000.00
	Total Income		\$ 30,565.00
Expense			
	Accounting Fees		\$ 250.00
	Admin Supplies-Workshops		\$ 250.00
	Admin Supplies - Board		\$ 50.00
	Bank Fees		\$ 25.00
	Board Business		\$ 1,500.00
	CMP Fee to RID		\$ 150.00
	Conference Exp		\$ 20,150.00
	Donations (to other orgs)		\$ 1,000.00
	Member Event		\$ 2,000.00
	Mentor Fees		\$ 1,100.00
	Post Office Boxes (2)		\$ 120.00
	Public Relations Com		\$ 150.00
	Professional Conferences		\$ 5,000.00
	Sec of State Fees		\$ 30.00
	Website Charges		\$ 500.00
	Workshops		\$ 3,000.00
	Workshops-Unplanned Terp Fees		\$ 1,000.00

	Total Expense		\$ 36,275.00
	Net Income		\$ (5,710.00)

13. GaRID Annual Goals for 2016

(* indicates the goal is carried over from 2015 Goals List)

A. * Mentorship Program: Amy Peterson, liaison; Jenny Moyer and Sarah Barnes will transition in as the new leadership of the Program.

B. * Provide information in ASL: to model ASL as the official language of our organization in all of our events and announcements released to the membership. Additionally, when Board members attend events that are relevant to GaRID, s/he may make a short ASL video describing the experience to the membership.

C. To grow our membership, our President will arrange an outreach visit to our state's two interpreter training programs.

VIII. The GaRID Board Retreat Minutes were reviewed and approved unanimously at the conclusion of the meeting.

The GaRID 2016-17 Budget was reviewed and approved unanimously at the conclusion of the meeting.

Next Board meeting April 30, 2016.

Board Retreat adjourned at 11:55am.