

**Florida Registry of Interpreters for the Deaf, Inc.
Regular Board Meeting**

**July 10, 2011
Teleconference call
Official Minutes**

Board members in attendance:

Terri Schisler, President
M. Charlene McCarthy, 1st Vice-President (joined
call at 5:11pm)
Kim Diez, Treasurer
Sue Ann Pope, Secretary
Laurie Harbin, Regional Representative-South
Aaron Izzo, Regional Representative-West

Visitors:

Interpreters:

Board members not in attendance:

Malia Johnson, Regional Representative-East
Barbara Harris-Carr,, 2nd Vice-President
VACANT, Regional Representative-North

Committee Chairs in attendance:

1. Call to Order

Terri Schisler, President, called the meeting to order at 4:30pm, at which time a quorum was announced. The secretary was present.

2. Roll call

Sue Ann took roll as documented above.

3. Group Norms

Sue Ann read the mission statement and group norms.

4. Housekeeping

The call was recorded by Copper Conferencing for review if necessary. Sue Ann does not currently have access to a computer.

5. Minutes

The minutes from the May meeting are not yet ready for approval. They will be sent for review via email as soon as they are completed.

6. Board Members Reports

Reports were submitted by Terri, Kim and Membership.

7. Financial Report

Kim submitted the budget today. EIE has submitted a budget; QA has not yet done so. Over the past fiscal year, the board has made significant accomplishments to positively impact the bottom line. Entering the 2012 FY, we are operating under a balanced budget, taking into account ongoing operating expenses in the various aspects of finances. Taking into consideration the projected income/expenses for the 2011 ABM/ DRI trainings, QA, EIE and Membership committees, the continuity of a balanced budget is expected.

The final report for the FY 2011 will be in the ABM packet for members to review.

Although, thankfully, Kim is still acting as much as she is able, the Treasurer position is still vacant in the interim until October. A nomination is imperative in this position. Some board members may be asked to assist with various financial duties if necessary.

**Action Item: Terri to contact Corey L. to inquire of his interest at this time

**Action Item: All board members to be recruiting for ALL nominations positions

8. **2011 ABM**

The information announcing the October 1st ABM was ready and presented at the FAD Conference and has been posted on the FRID website recently. The schedule and content will be sent in an Eblast to the members as soon as the final arrangements are made.

Barbara Ledford is active as the Chair of the Meetings and Events Committee. She has submitted two applicants to serve.

With no objections, the following members are appointed to the Meetings and Events Committee:

Nancy Osborn- Registration Coordinator

Remy Godwin- Sponsorship Coordinator

Terri will send the sponsorship application and information to the board. Although the current financial status is good, it is important to gain sponsor to help offset the costs of the ABM and corresponding professional development opportunities which will have to be covered by regular operating income this year. All levels of sponsorship are available.

**Action Item: Each board member to get at least one sponsorship for ABM

Sue Ann will be responsible for most of the ABM planning. Each Board Member and Chairperson is required to submit an annual report for the ABM packet. These reports should be sent as soon as possible so Sue Ann can finalize the packet and post on the website for members to review no later than September 15th.

**Action Item: Sue Ann to send reminders for submitting annual reports

Charlene joined the call at 5:11pm.

9. **Elections/ Nominations**

A nomination committee of 3 members needs to be appointed. This committee will review nominees and verify their qualifications prior to the ABM.

**Action Item: All board and chairs to be recruiting for this committee.

10. **FCB Committee Report**

This committee has not reported any action. Terri has followed up with Neal McGarry and Amy Peloquin at the FCB. At this time the feasibility question is still undetermined. There are portions of the process that are possible; however, the costs involved may not be practical for the members. Terri will contact Ali Blaylock, Chairperson of the committee, to inquire on a report to the members regarding the 2010 motion to be presented in the 2011 ABM packet.

11. **Motion RE: QA/EIE Results**

Two motions were submitted by the Membership Committee.

MOTION 2012:01 Be it moved that FRID establish a policy which states “when a member receives a lower QA/EIE level before a current level expires, the new lower level be implemented effective immediately upon receiving results.”

Rationale: the new level reflects the most current representation of a person’s skill set at that time. When the opposite occurs, the higher level is effective immediately so the lower level should reflect the same pattern of practice. Motion failed.

Research is needed to support this policy.

MOTION 2012:01a Move to establish a policy in regards to the level implementation status of members whose levels increase or decrease. C. McCarthy/ L.Harbin Voting in favor: L.Harbin, S.A.Pope, C. McCarthy, A. Izzo, K.Diez, T. Schisler, Motion carried. Referred to Membership Committee to draft.

MOTION 2012:02 Move to establish a policy in regards to how many times a members can take the QA/EIE and receive a level. Rationale: Receiving a level 4 consecutive times would give a member 16 years to progress towards certification. Membership Committee/K.Diez Voting in favor: L.Harbin, C. McCarthy, K.Diez, A. Izzo, S.A.Pope, T. Schisler Motion carried. Referred to Membership Committee to draft.

12. DCF (Department of Children and Families) Open Records Request

In response to a settlement agreement with the Department of Health and Human Services, DCF has requested FRID to acknowledge that member records of DCF staff whose fees have been paid for by DCF fall under the open records act. Upon consultation, RID has stated that this is a standard request. Basically, this information is already public knowledge and is accessible on the website. The notarized forms that were requested by DCF have not been submitted. Terri will request further clarification from John Jackson, DCF Attorney.

13. 2012/2013 Conferences

The FRID and FAD conferences are now both on biennial schedules held in opposite years. It has been proposed by FAD's 2013 Conference Chairperson, Sarah Harris, that both organizations could collaborate and piggy back each other's conference year for the benefit of all members. FAD is willing to move their conference to the month of October, when FRID historically holds the conference. FRID will accommodate space for FAD at the 2012 FRID conference and in turn, FAD will accommodate space for FRID to hold the ABM in the off year. It is agreed that this is a win-win situation for both groups.

14. PPMs Manual

Sue Ann will compile all of the approved Policies and Procedures into one document to pass on to incoming board members. This will add continuity from Board to Board as members change. Other policies that have not yet been approved can be added as they are revisited.

**Action Item: Sue Ann to compile this document.

**Action Item: Board members draft and send any ideas or past discussions to Sue Ann to prepare for approval and inclusion in the PPM document.

15. Old Business/New Business

Directors and Officers Liability Insurance-

MOTION 2012:03 Move to pay the Directors and Officers Liability Insurance for the 2012 FY at a cost of \$1249.03. T. Schisler/L.Harbin Voting in favor: K.Diez, L.Harbin, C. McCarthy, T. Schisler, S.A.Pope, A. Izzo Motion carried.

LAC-

Lisa Schaefermeyer reported briefly regarding the LAC. They are waiting for information from the FCB discussions. A board member liaison is always needed on this committee. Gary Leiffers has a plan for this year. He will be consulting mainly with Terri Schisler and Lisa Schaefermeyer at this time.

Pins-

It was agreed to look into purchasing recognition pins to give to past board members and DSA recipients in appreciation for their service to FRID.

Website access-

MOTION 2012:04 Move to grant Connie Schuman access to the membership portion of the website in order to perform duties for the Membership Committee. Membership Committee/ C. McCarthy Voting in favor: K.Diez, C. McCarthy, S.A.Pope, T. Schisler Motion carried.

16. Eblast/ Action Items

Sue Ann will send Action Items as soon as possible (no computer).

Eblast info will include: nominations, membership renewal, request for QA test site

ABM specifics will be sent in a separate Eblast.

17. Adjournment

The meeting was adjourned at 7:38pm.

Sue Ann Pope
Secretary, July 10, 2011

Approved on: _____ November 13, 2011 _____
(Date)