

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

**June 24, 2012  
Special Teleconference call  
Official Minutes**

**Board members in attendance:**

Terri Schisler, President  
Sandra Roche', 1<sup>st</sup> Vice-President  
Rey Vega, 2<sup>nd</sup> Vice-President (left call at 6:03pm)  
Kenny Houghtaling, Treasurer  
Sue Ann Pope, Secretary  
Laurie Harbin, Regional Representative-South (left call at 6:36pm)  
Nancy Osborn, Regional Representative-North  
Danielle Porter, Region Representative-East

**Visitors:**

**Interpreters:**

VRS

**Board members not in attendance:**

Vacant, Regional Representative-West

**Committee Chairs in attendance:**

Mindy Richards, Membership (4:50-6:40)  
Jamie Aranda, QA (4:50-8:06)  
Kate Robertson, EIE (4:50-end)

**1. Call to Order**

Terri Schisler, President, called the meeting to order at 4:05pm at which time a quorum was announced. The secretary was on the call.

**2. Roll call**

Sue Ann took roll as documented above.

**3. Group Norms**

Sue Ann read the mission statement, group norms and teleconference call meeting norms.

**4. Housekeeping**

Reminder to identify yourself before speaking.

**5. PPMs for approval**

Laurie presented a PPM for hotel payment for board meetings. After review, Laurie is to revise and add details as discussed, then finalize for approval.

Sue Ann presented a draft of a PPM for exhibit booth management. More time is needed for all to review.

Kenny is working on some financial PPMs to present soon.

Nancy and Sandra are working on a PPM for presenting workshops. It will be ready to present at a future meeting.

Google docs has some PPMs posted that still need to be reviewed.

\*\*Action Item: all to review action items list in Google docs and enter status for their respective action items.

**6. Members appeals for reinstatement**

During this renewal period three different members had issues with their QA/EIE levels having lapsed due to the fact that they did not follow through on the renewal procedures. In addition to the board;

the QA, EIE, and Membership Chairpersons considered this issue. After detailed discussion and evaluation of each individual situation, it was deemed that no extreme extenuating circumstances prevented these members from providing the necessary criteria and the following decisions were made. In an effort to establish standards, follow policies and procedures and protect the integrity of the QA/EIE systems for the whole of the membership, the board and committee chairs deemed that the three appeals for reinstatement are denied.

Although the Wild Apricot website system sends multiple reminder emails prior to a lapse, and, in all three situations the members admitted to having received but not read these emails, it is agreed that the membership committee will add one more step to ensure that members are aware that their membership has lapsed or been changed to Supporting Member and include the reinstatement process by sending a letter in the US mail with confirmed receipt of delivery as of September 1<sup>st</sup> of each year.

\*\*Action Item: Terri to draft response to members who have appealed and send to board for review.

#### **7. FCB proposal**

Jamie (QA) and Kate (EIE) reported on behalf of the transition committee. At this time, there are still many unknowns in the negotiations with the FCB in regards to the transfer of the QA/EIE testing systems. The committee has a proposal ready to submit. While the board is committed to providing pro-bono interpreting services for the potential advisory board meetings, there are significant other expenses that will be involved. These expenses will affect the bottom line of the general operating expenses of FRID and should be managed, in part, by the committee serving these efforts. Similarly, when the IRC committee is staffed, they will need to develop fundraising events to support the ongoing costs involved in these efforts.

**MOTION 2012: 59** Move to approve the proposal submitted to the FCB by the QA/EIE transition committee for \$5000/yr for 3 years to equal \$15,000 towards these efforts. K. Houghtaling/S. Roche' Roll call vote: 6/0 in favor. Motion carried.

#### **8. Budget**

After the previous discussion and how the FCB issue and several others will affect the budget, it is clear that costs need to be evaluated at every turn.

**MOTION 2012: 60** move to approve the budget after a 10% reduction by the Treasurer. K. Houghtaling/N. Osborn. Discussion. Motion fails.

It is agreed that Kenny will evaluate the places in the budget that can realistically be reduced by 10% and present a final proposed budget to the board to be approved no later than the next meeting.

\*\*Action Item: Final vote on the budget.

#### **9. Region II**

It was agreed to not have an ad in the book but a flyer in bags instead. The same was used for Silent Weekend and is still current.

Nancy has promotional items ordered for Region II conference. She has sent the invoice to Kenny. It is suggested to get an item for Lisa to recognize her as Region II Rep? Sue Ann is willing to do the work on this.

\*\*Action Item: Sue Ann to contact all region presidents for contribution.

#### **10. Adjournment**

The meeting was adjourned at 8:26 pm.

Sue Ann Pope, Secretary  
June 24, 2012

Approved on: \_\_\_\_\_ October 1, 2012 \_\_\_\_\_  
(Date)