

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

**January 11, 2014
2365 Drew St. Clearwater, FL
SPC Clearwater Campus, Bldg. ES, Room 303
Official Minutes**

Board members in attendance:

Vicky Fales, President (via phone)
M. Charlene McCarthy, 1st Vice-President
Carol Downing, 2nd Vice-President
Sue Ann Pope, Secretary
Nancy Osborn, Region Representative-North(via phone)
Jenna Cassell, Region Representative -South
Danielle Porter, Region Representative-Central East

Visitors:

Barbara Crandon (via phone)
Rosemary Vault (via phone)

Interpreters: (Dismissed at 11:30am)

Andrea Smith
Anthony Verdeja

Board members not in attendance:

Sarah Harris, Region Representative-Central West
Vacant, Treasurer

1. Call to Order

Vicky Fales, President, called the meeting to order at 9:05am at which time a quorum was announced. The secretary was present.

2. Roll call

Sue Ann took roll as documented above. Some Board members and visitors joined via teleconference.

3. Group Norms

Sue Ann read the mission statement, group norms and face to face meeting norms.

4. Housekeeping

A reminder was issued for each speaker to identify themselves before speaking. The agenda was approved with 3 items added to the end. Lunch will arrive at 11:45a.

5. Secretary's Report

Sue Ann had previously sent the minutes from July, September and November meetings for all to review. Several people replied in approval via email. There was no discussion or questions. The October ABM minutes are still pending review by the Minutes Review Committee.

**Action Item: Sue Ann will follow up with them and cc Vicky.

Motion 2014:20 Move to approve the minutes from July, September and November Board meetings as presented. S.A. Pope/J. Cassell. Roll call vote. All in favor. Motion carried.

6. Appointments

Pending final acceptance confirmation, Vicky proposed to appoint Terri Bugler to the position of Treasurer and Jamie Pope as Finance Assistant. They will form a Finance Committee, working with the currently contracted Bookkeeper. The Board agreed with these potential appointments.

**Action Item: Vicky will follow up with contacting these two members to confirm.

7. FRID Workshops Update

Nancy reported that she has several workshops planned in the North region. So far, she has scheduled February 1st in Pensacola, February 7/8th in Jacksonville and April 12th in Jacksonville. Nancy has secured sponsorship from Sorenson and ASLS in the amount of \$200. She also has secured donated interpreters for the Feb 7/8 event sponsored by the Jacksonville Independent Living Resource Center-ILRC. Also, the presenters Nancy has lined up are willing to travel to present in the other regions as well.

**Action Item: Region reps to follow up with Nancy regarding these presenters.

Jenna has scheduled two workshops in the South region for February 22nd in Seminole and March 24th in West Palm Beach. She has secured the presenters and the focus is geared toward educational interpreters at this time. Jenna will look into opening it up to others outside of the educational setting. Vicky asks that Jenna find a way to make this a FRID sponsored event as well.

Danielle is hoping to plan two workshops in the Central East region with topics of tax preparation for interpreters and training for interpreting in legal settings. She has tentatively secured presenters but is still struggling to find a good central location within our budget.

**Action Item: Danielle will follow up with Adam Ledo, a contact at VCC to inquire about potential meeting space there.

Nancy has developed a workshop checklist as a plan for hosting a workshop. She will share with everyone. Also, templates and automatic reminders can be found on the Wild Apricot system on the FRID website. Region reps will learn how to access that and create those items in future training.

8. 2014 Conference Update

Planning for the 2014 conference is gaining momentum. Nancy has several individuals interested in serving on the committee in various positions. She has the calls for interpreters, presenters and sponsors tentatively ready, pending Board approval.

**Action Item: Nancy to contact Daniel Holscher to inquire of his interest.

**Action Item: Sue Ann to contact those who had expressed interest in being student rep coordinator.

**Action Item: Sue Ann to draft Eblast to call for vacant positions.

**Action Item: Nancy to send a description of the Chairperson duties to all.

**Action Item: Sue Ann to search for the conference planning document she had seen from a past Chairperson.

**Action Item: Carol to organize scavenger hunt for vendors.

**Action Item: Vicky to contact Terri Bugler regarding the Treasurer position involvement in conference planning.

9. Membership

Roe is out of the country in Italy and was not able to call in to the meeting today. Charlene has been working with Membership Committee member, Stephanie Tucker and QA Ratings coordinator, Randy McDavid and past QA Chairperson, Linda Horton to remedy and maintain the current database of QA levels in comparison to membership status.

**Action Item: Vicky to follow up with Roe, Randy, Linda and cc Charlene.

10. Financial Update

The bookkeeper was unable to join the call today.

11. IRC Update

Terri Schisler called in at 9:54am to report on the recent efforts of the IRC. The committee held several meetings recently, in Tallahassee, with many individuals who have a strong connection to the Deaf community and heightened awareness of ASL and interpreting. These meetings were encouraging. They have secured support from Senator Altman. Terri has submitted a proposed budget for the efforts of the committee for the remainder of this fiscal year for the Board's consideration. The Board will review the proposal and vote via email.

12. QA Update

Randy has reported to Vicky that the raters are getting caught up. They are currently rating the March group now. It was discussed and noted that a QA Chairperson will still be needed to oversee the remaining levels until they all expire in June 30, 2017.

13. Rally on Tally/Deaf Awareness Day

March 25, 2014 is the date for this event. There will be ample opportunities to meet with various legislative entities to discuss the Licensure efforts in Florida. Six people are tentatively available to attend. Hotel rooms need to be reserved soon. Transportation for members wishing to attend was discussed. FAD is potentially chartering busses. FRID would hope to collaborate in this way if possible. Terri S. has a one page flyer that she will continue to develop regarding important facts and speaking points. She will resend this as it evolves. Rafael Trevino is working with his students to create a FACT sheet to mail out to legislators and members.

**Action Item: Nancy to get a bus estimate from Jax to Tallahassee.

**Action Item: Vicky to contact Lissette with FAD to inquire of their plans.

**Action Item: Terri S. will draft a letter of explanation to be used for students or anytime an explanation of the importance of these efforts is needed.

**Action Item: Sue Ann to book hotel rooms today.

**Action Item: Sue Ann to contact Theda to get "Rally on Tally" info added to the website.

14. Region II and NAD Conference

The Region II conference will be in Atlanta, July 3-6, 2014 in conjunction with the NAD conference. The Region II Presidents' council meeting will be held during the conference, as well as leadership meetings for the various Board positions to collaborate. Budgeted expenses for Board travel and registration were discussed. More investigation as to the allotted budget amount compared to actual expenses will need to be done before any decisions are made regarding FRID Board attendance at the Region II conference.

15. Tax Exempt Status

Sue Ann did some research and found the process to reinstate our tax exempt status.

**Action Item: Sue Ann will follow up with Brett if documentation is required.

**Action Item: Vicky will get the list of crucial dates from Terri S.

16. Board Email addresses

After the meeting, Sue Ann /Danielle will assist new Board members in getting into their email addresses.

17. New Business

Nancy shared a request from Bradley Dale for support in training for Deaf interpreters. He has requested FRID sponsorship in a curriculum training opportunity which requires a partnership with an organization such as FRID. More discussion and possible approval of this request will be conducted via email following today's meeting.

18. Next Board meeting

The next Board meeting is a telecall on March 1st from 9am-12pm. Vicky asks that each Board member submit a report prior to that date of activity they have been involved in since the last meeting. The Region Representatives are asked to hold a separate telecall to organize their planning on January 20th (time TBD).

19. Eblast/Action Items

Sue Ann will send Action Items list ASAP.

20. Adjournment

The meeting was adjourned at 1:25pm.

Sue Ann Pope, Secretary

January 11, 2014

Approved on: ____3/1/14____ (Date)