

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

**May 3, 2014
SPC Clearwater Campus, Bldg. ES, Rm 113
Official Minutes**

Board members in attendance:

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

Visitors:

Bradley Dale, Conference Co-Chair
Brett Porter, Bookkeeper

Interpreters:

Anthony Verdeja
Kama Krakowiak

Board members not in attendance:

Jenna Cassell, Region Representative -South
Sarah Harris, Region Representative-Central West

1. Call to Order

Vicky Fales, President, called the meeting to order at 8:09am 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, group norms and face to face meeting norms.

4. Housekeeping

The agenda was approved with no changes. Lunch will be delivered from Panera at 11:45a.

5. Secretary's Report

Sue Ann did not yet complete the minutes from March. The motions and action items were reviewed in discussion today.

**Action Item: Sue Ann to send minutes to Board by next week.

All the minutes have been posted to the website current to January 2014.

6. Appointments/Resignations

a) Jenna has resigned from the Region Representative South position due to potential conflict of interest with her business. She is willing to continue to assist FRID's efforts in the South region to reach out to members and to provide professional development for those interpreters working toward national certification. Vicky has contacted one other person who had shown interest in the past but did not get a potential candidate.

**Action Item: Vicky will follow up with that person again.

b) Andrea Smith has stepped down as Conference Co-chair due to personal obligations. Bradley is willing to serve as the lone Chairperson with the full support of the Board and the Conference Committee. The Board was in agreement.

**Action Item: Danielle/Nancy to follow up with Jenna regarding a 4 region traveling workshop idea.

**Action Item: Sarah/Carol to follow up with Shannon Simon regarding the same idea.

7. **2014 Conference Update**

Bradley has been appointed as full Conference Chair. He will be the main line of communication between the committee and the Board.

The calls for presenters and for student reps have been issued. Nancy has posted 30 documents related to conference planning into "Dropbox" and invited Board members to join.

Amanda McGreggor has been appointed as Silent Auction Coordinator and she has two other folks willing to assist her.

Calls for interpreters and sponsors will be sent soon.

For registration and ABM quorum purposes, Charlene has requested that a check box be added onto the registration form to reflect the members' Certified/Pre-certified status.

**Action Item: Nancy to add that Cert/Pre-cert option.

**Action Item: Carol is willing to coordinate sponsorships.

**Action Item: Action Item: Bradley will develop a Vlog to post to the website with conference updated info.

**Action Item: Nancy to teach Bradley about the registration process on Wild Apricot.

**Action Item: Vicky to give Bradley Administrative access to the website for posting.

8. **FY 2015 Budget**

Brett Porter, Bookkeeper, presented the current financial status of all FRID accounts. After evaluation and discussion, the 2015 FY budget was *not* approved. More efforts to cut the proposed expenses and generate funds will be examined. Multiple action items were made to progress the efforts of balancing the budget as well as developing a profitable conference.

**Action Items:

- Sue Ann to draft an electronic format of the ABM packet to reduce printing costs.
- Sue Ann to contact Wells Fargo the get rid of paper statements and fees incurred by that.
- Vicky to confirm NIR as a name badge sponsor.
- Carol and Bradley to order 2 promotional items for the conference within a budget of \$900 left in that category from 2014.
- Sue Ann to add Terri B. to the Wells Fargo online banking as "view only" until she can be added as a signer.
- Brett to monitor PayPal.
- Vicky to contact Terri S. regarding awards ordered in the past.
- Sue Ann to get the DSA award ordered.
- Sue Ann to update scholarship information on the website.
- Sue Ann to get FRID booth book documents updated for Charlene at Silent Weekend in June.
- Danielle to attend with Charlene for hosting the FRID booth.
- Membership committee to discuss "Member Benefits" in light of all the changes this past year and upcoming.
- Theda to get new panels ordered for the display board.
- Terri B. and Brett to work together to develop a plan for finances.
- ALL BOARD TO BRAINSTORM FUNDRAISING IDEAS!!!!

Motion 2014: 28 Move to approve funds not to exceed \$700, for the expenses for Charlene and Danielle to attend Silent Weekend and host the FRID booth. Moved by Membership Committee. All in favor.
Motion carried.

9. **Adjournment**

The Secretary had to leave the meeting at 4:13pm. No motions were made after her departure. The following topics were not addressed on the agenda.

10. **Contract Renewal**

- a) Bookkeeper
- b) Legislative Consultant

11. Upcoming Conferences

- a) Silent Weekend (approved today-see above motion)
- b) Region II/NAD Conference: July 1st-6th, Atlanta (Vicky)

12. FRID Booth

(Agreed to order new panels today. More discussion to follow in email with Theda.)

13. FB postings/E-blast/Google groups

14. Next meeting, July 12th, 9am teleconference call.

Sue Ann Pope, Secretary,
May 3, 2014

Approved on _____ July 15, 2014 _____
(Date)