**Florida Registry of Interpreters for the Deaf, Inc.**

**Regular Board Meeting**

**April 6, 2017**

**Official Minutes**

**Videoconference Call**

[**https://zoom.us/j/4067134848**](https://zoom.us/j/4067134848)

**Board members in attendance: Visitors:**

Adam Ledo, President Cynthia Dodzik

Carrie Moore, Secretary Daniel LeMay

Terri Bugler, Treasurer

Ava Rogers, Region Rep-Central West

Alecia Castro, Region Rep-North

Nicole Bihlmayer, Region Rep-Central East

**Committee members in attendance:**

Brittney Andrews, RCW

Katryna Demetriou, PDC

Stevie Fenton, Bylaws

Megan Fogt, PDC

Brandon Heaps, PDC

Holli Tempe, RCW

**Board members not in attendance:**

Eli Sierra, 1st Vice President

Rachel Elliott, 2nd Vice President

Vacant, Region Representative-South

**Welcome/Introductions**

President to open meeting and review meeting norms. All who are present to introduce themselves by giving name and position.

**Review of Pending Action Items**

Treasurer, Terri Bugler was able to meet with Brett Porter to collect the

Terri mentioned that she will not need new laptop

Savings! $325/month to $40/month for QuickBooks online service

Terri suggested that we move some of our monies into CDs or interest bearing accounts with other financial institutions. That way we can invest instead of leaving our money stagnant.

The PayPal account specifically is a balance that we should look at moving since we do not have expenses paid out of that account, only income. Adam suggested leaving $1,000 in the PayPal account and moving the rest to our savings account for now.

ACTION: Terri will research investment options and send suggestions to the BOD.

**Pending Motions**

1. Membership Committee Motion to change renewal date - Motion to change the annual membership renewal date from June 1 to Aug 1, thus making the renewal period Aug 1- July 31, and the grace period from Aug. 1 – Sept. 1.
	1. Rationale: This is due to the fact that most of our members must hold RID membership as well. In order for the Membership Committee to confirm their RID status, we have to wait for their grace period to end. If not, we are doing double work checking RID membership and it also creates a hold on their FRID membership if it cannot be verified. As Chair, I do not see any negative effects of pushing back the renewal date. I am not aware of this topic being brought up in the past.
	2. Fiscal Impact: None

Maker: Adam Ledo, Seconded: Holli Tempe

Discussion: LeMay asked when this change would go into effect? Adam answered this year. Bihlmayer asked how the change would be communicated? Adam answered via email and FRID Flash.

Call the Vote: Motion passes.

**New Motions**

1. Motion: Move that FRID discontinue coffee break sponsorship of Silent Weekend.
	1. Rationale: FRID has been a longstanding sponsor of Silent Weekend annually. In exchange for our sponsorship, Mike Tuccelli provides A/V support during our conference/Annual Business Meeting. FRID spends $2000/year sponsoring Silent Weekend. Also, FRID covers the hotel cost of Mike Tuccelli for the conference/Annual Business Meeting. In a quick search on Amazon, projectors range from $60 - $300 each, and projector screens range from $45 - $100. It would be more fiscally responsible for FRID to purchase this equipment. During the 2016 conference, FRID used only 3 projectors/screens. Assuming the highest end total cost of $400 ($300 for a projector and $100 for a screen) times the 3 that we need would come out to $1200 to own the equipment. I would suggest continuing to be an exhibitor at Silent Weekend ($100 plus $40 for electricity).
	2. Fiscal Impact: Cost savings. Initial cost of approximately $1200, but an annual cost savings of $2000, plus the cost of hotel stay for Mike Tuccelli.

Maker: Adam Ledo, Seconded: Carrie Moore

Discussion: Heaps asked is it fiscally responsible to spend a lump sum of $1,000 for equipment? Bugler asked where the equipment would be kept. In the storage unit? Heaps asked if FRID benefited in any way by sponsoring a “coffee shop” like during the welcome or a plenary session. Demetriou asked if there were any less expensive sponsorships available so that we can still support Mike and Silent Weekend. Heaps suggested that we offer other options to Mike (i.e. $1,000 sponsorship would include allowing a representative from FRID to do a quick face-to-face at a welcome or plenary. LeMay asked about the possibility of FRID members wanting to borrow the equipment and what that would entail. Adam responded that we would need to research and see if there is any precedent of ever loaning equipment in the past. Tempe asked about the benefits of hosting a coffee break…is it worth it? (does the higher sponsorship level outweigh the benefits of a $100 sponsorship level?) Tempe suggested loaning equipment for a fee. Heaps asked about renting AV equipment from hotel. Adam responded that it’s expensive. Moore asked about the value on having Mike there at the FRID conferences and can you put a price tag on his loyalty. Heaps reiterated that Mike is a valued deaf member in the community and Silent Weekend is a huge event in Florida. Adam responded that he is only looking at ways to spend more wisely. Bihlmayer suggested looking at other sponsorship levels than the $2,000. Heaps and Demetriou also supported the idea of looking at other sponsorship levels.

Motion tabled.

1. Motion: Move that FRID host a “State of the State”/awards night event on July 1, 2017 at The Venue, located in Orlando.
	1. Rationale: July 1st is the start of a new fiscal year. We will have approved the budget for the coming year, which will include a lot of the programs we have been pushing for. Holding this type of address to keep our members informed and aware would be beneficial and would allow for more transparency. Hosting a “state of the state” address as a stand alone event might be viewed as boring; therefore, adding an additional component (i.e. awards night and/or entertainment) would help to entice members. I chose The Venue, because it is a small business in Orlando and would be a great fit for the type of event we are hosting. It has a stage with A/V equipment and seating for approximately 85 - 100 people. It also has wifi, which would allow us to live stream the event.
	2. Fiscal Impact: $150 cost for using the space (to compensate the employees), which includes the use of all A/V equipment and dance performance by the owner and her team. Additional cost if we choose to give out drink tickets. Possibility of getting some alcohol donated, thus reducing the cost. Also, we could “sell” tickets for the event as a suggested donation.

Maker: Adam Ledo, Seconded: Nicole Bihlmayer

Discussion: Heaps thinks it’s a fabulous idea! An excellent platform to communicate FRID’s most recent accomplishments. Castro asked if the ABM could piggy back on this event and save money and the drive for people requiring to travel to St. Augustine this fall. Adam clarified that this is more of a social event whereas the ABM is all business. Bihlmayer and Demetriou agreed the events should be separate and not combined. LeMay asked if the new membership renewal would interfere with the July 1 date of the event. Adam reminded us that current memberships will end on XXX and would not interfere.

Call the vote: Motion passes.

**Items needing BOD Approval**

1. Board Member Spotlight on social media - will be a brief highlight of different Board Members and Committee Chairs to be shared on social media platforms
2. Member Spotlight in FRIDay Flash/Blog Post - will be a brief highlight and introduction to FRID members. Communications Committee will conduct an interview with the member and create a short article on the FRID Blog introducing this person and sharing their photo. This would then be shared through FRIDay Flash.
3. “Baby, come back” or “Come back to FRID” campaign - will make social media/email posts containing this slogan. Also, a music video featuring Fred interpreting the song “Baby, come back” by Player (<https://www.youtube.com/watch?v=DnfSoaJxe3Y>)
4. “Best of”/Superlatives awards - a fun way to engage our members by running an awards event. FRID BOD would come up with the different categories (i.e. “Most Stylish Interpreter”, “Most Supportive Team”, “Champ CDI”, etc). Next, these would be sent out to members to collect nominations for each category. Once these have been compiled, it would be sent back out for voting. Top 3 winners in each category would be announced (live at the awards event and later posted on the website/shared through social media).
5. Including a privacy statement in the signature portion of FRID emails
	* 1. For example: This e-mail message, including any attachments, is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged and/or confidential. If you are not the intended recipient or the employee or agent responsible for delivering the communication to the intended recipient, please notify us immediately by replying to this message and then delete this message from your system. You are hereby notified that any use, dissemination, distribution and/or reproduction of this message and/or any attachments by unintended recipients is unauthorized and may be unlawful. Furthermore, although we have taken precautions to minimize the risk of transmitting software viruses, we advise you to perform your own virus checks on any attachment to this message. We do not accept liability for any loss or damage caused by software viruses.

**New Action Items**

1. Adam will work on organizing the Drive and creating public folders for files that need to be made available to members (i.e. meeting minutes, old forms, etc), and will transfer files currently saved on BOD File Cabinet on the website.
2. Adam will create electronic forms via Google Forms for Motions Form and Nominations Form.

**Next Meeting**

Our next meeting is tentatively scheduled for **Saturday, May 6 from 9:00-11:00 am** via Zoom.

Meeting adjourned at 9:05pm.