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

**Regular Board Meeting**

**March 6, 2017**

**Official Minutes**

**Videoconference Call**

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

**Board members in attendance: Visitors:**

Adam Ledo, President Brittany Andrews

Rachel Elliott, 2nd Vice President Stevie Fenton

Carrie Moore, Secretary Gina Halliburton, FCCDHH

Terri Bugler, Treasurer (joined at 7:48PM)

Ava Rogers, Region Representative-Central West

Alecia Castro, Region Representative-North

**Committee members in attendance:**

Katryna Demetriou, PDC Chair

Brandon Heaps, PDC (new)

James Smith, Outreach & Advocacy (new)

Shannon Simon, CMP (joined at 8:12pm)

Haley Tanner, Communications Chair

**Board members not in attendance:**

Eli Sierra, 1st Vice President

Nicole Bihlmayer, Region Representative-Central East

Vacant, Region Representative-South

**Welcome/Introductions**

Meeting began at 7:00PM. President Adam Ledo started the meeting with a brief explanation of the Zoom platform ground rules. Adam conducted a roll call of the Board members present and absent followed by introductions of visitors and new committee members.

**\*\*Action Item:** Adam will work with Haley to create a “How to join a FRID Meeting” document, which would detail the instructions and ground rules for joining a meeting via Zoom

**Bylaws Revision**

Secretary, Carrie Moore is working on preparing the Bylaws email referendum to be sent to the membership. Carrie expressed that she needs assistance with proofreading and editing and is looking to recruit members for the Bylaws Committee. Stevie Fenton volunteered to serve in this capacity and will submit a committee application to the Board. The goal is to have the Bylaws email referendum sent to the membership by mid April to account for the 60 day voting period and tallying so that all new Bylaws changes can coincide with the start of a new fiscal year.

**\*\*Action Item:** Carrie will send current draft document to Stevie for review.

**Position Reports**

**President’s report - Adam**

Committees - Committee applications are available online with each committee listed. We are waiting for one more committee description to be completed. Once that is done, Adam will work with Haley to send out the “Uncle Sam” recruitment poster to the membership to attract new and returning members to FRID and join committees.

Region Rep South position - Andy Altman joined our last meeting. However since then feels now is not a good time for him to commit to a Board position. Brian Gauci may have some recommendations for position.

Logo - Board conducted a poll and voted on the new logo design. The top selections were sent back to the graphic designer for more revisions/options. A second round of voting will occur soon before the final logo will be selected.

FCCDHH -  Gina Halliburton joined our meeting last month to introduce herself as the FRID Representative to FCCDHH. Adam has asked Gina to type up a short bio and provide ongoing updates (i.e. blog) on what is going on with FCCDHH to put in the the FRIDay Flash.

Advocacy & Outreach - Adam asked Debbie Gibson to also create a blog to provide ongoing updates on their committee work.

**\*\*Action Item:** Adam will work with Communications committee to send out first roll-out for membership/committee recruitment

**PDC – Katryna**

FEED - This new professional development opportunity is anticipated to begin next month. The literature chosen will likely be the same in each location for a face-to-face study as well as an online option. Adam and Katryna have already chosen the first article and developed discussion questions for the first study group. Brandon is interested in helping Katryna with that.

CERT - Overall, those present at the Board meeting who also attended the three day CERT training said the experience was very positive. However, there were some concerns raised. One was that the training entity, All Hands On, expressed that “Deaf CERT” is intended for Deaf participants only. In the initial planning, that was not communicated to the FRID Board or its Committee Chairs who assisted Lisa Schaefermeyer in sponsoring the training. Second, Adam expressed that the original idea and purpose for FRID to sponsor the CERT Training throughout Florida (per the recommendation of the Advocacy & Training Committee) was to help grow the membership of FRID. Unfortunately, the focus changed once AQI got involved. After a lengthy discussion over the partnership between FRID, AQI, and All Hands On, Adam expressed the need to develop an MOU in the future when working with any organization. It was also agreed by several board members that FRID contact Aaron Shoemaker with All Hands On directly to host all future CERT Trainings as a FRID/FAD event.

FU - Katryna will begin reaching out to ITPs to develop FRID University.

**\*\*Action Item:** Adam, Katryna and 2nd Vice President, Rachel Elliott will contact Lisa to discuss any future CERT trainings and how to move forward from here.

**Treasurer’s report - Teri**

Treasurer, Teri Bugler sent the February report to the Board via email. Teri discussed a reasonable timeframe to transition bookkeeping duties from the Bookkeeper to the treasurer. The goal is April 1. Teri will first be sure to collect the hard drive and all electronic files from Brett Porter. FRID plans to also invest in a new laptop and software for the Treasurer. Terri will develop a new agreement to hire a CPA on an as needed basis for consultation purposes (Louise).

**\*\*Action Item:** Terri will contact Brett Porter to collect FRID documents and transition all bookkeeping duties effective April 1.

**\*\*Action Item:** Develop draft agreement for CPA

**2017 FRID Annual Business Meeting**

FRID will join with FAD for their 100th Anniversary Celebration Conference in St. Augustine, November 2-5, 2017. FRID’s ABM will be held in conjunction with the FAD conference.

**\*\*Action Item:** Alecia will be in contact with Donna Drake to confirm the date/time of the FRID ABM on the conference schedule.

**Next Meeting**

Our next meeting is tentatively scheduled for **Monday, April 3 at 7:00-9:00pm** via Zoom. Due to individual scheduling conflicts, please watch your email for a poll to vote for a different meeting date during that first week of April.

Meeting adjourned at 9:10pm.