

Board Meeting Minutes
13 March 2010 in Westminster, CO at FRCC

Meeting Called to Order By: Madam Interim President Kari Baker at 9:20am
Type of Meeting: Board Meeting
Secretary: JaCee Branch, Secretary
Present: Nancy L. Dobbs, Interim Vice President
Amber Poor, Treasurer
Tracy St. Denis, MH Secretary
MJ Tom, NC President
Robin Stepanek, WS President
Ginny Hall, WS Secretary/Treasurer
Special Guests: Bucky Buckhold and Ryan Commerson, Veditz Center
Colby Backman, CRID Webmaster

Attachments

1. Agenda
2. Approved Motions from January's Board Meeting
3. Action Items

Reports

Secretary:

- Minutes from January will be voted on via email
- November's minutes have been voted and approved.

Motion E-Feb2010-01 to approve November's board meeting with corrections.
Moved by Amber Poor, MH. Seconded by Ashley Ruder, NC.
Motion carried.

Treasurer:

- Total 39,972.00 (minus conference and DAWS)
- Things have been straightened out with the hotel for conference.

Vice President:

- To prepare for conference bylaws committee and the board needs to start an email to make sure we all know who is responsible to bring what
- Sorenson has been willing to provide copies for the business meeting
- We need to bring up the great need for chairs
- Tracy St. Denis is the new chair for membership. A new email has been set up for membership chair, memberchair@coloradorid.org
- 2010 Conference is going well as far as planning. Please remember to bring items for the Silent Auction.
- Deadline for the conference book is April 1st.

New Business

Tom Riggs Memorial:

- Would CRID be willing to donate money for food for the party that will be held the Sunday following conference?

Motion B-Mar2010-01 to donate \$100 for food at the Tom Riggs' memorial party.
Moved by Amber Poor, MH. Seconded by Mary Jane Tom, NC
Motion carried.

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CDI Training, Veditz Center:

- We want to push the use of a CDI, but we can't with the limited CDI
- Looking into training options – a few workshops is not sufficient.
- Would like a training program – or a series of workshops to train CDIs. It would be a onetime program for now.
- Total cost of a program is about \$26,000. Have had other organizations donate to setting up the program, leaving \$7,000-8,000 still to be raised.
- Budgeting based on 10 students (each to pay \$250 for the program) but will limit it at about 16 students.
- Recent law requires that a CDI must be provided for all state government situations if the deaf consumers requests.
- Two of the workshops (a how to work together) will be open to hearing interpreters as well (those that are already certified).
- **Question:** Is CRID willing to donate to this program?

All the Way Performance, Veditz Center:

- Performances will be May 28th and 29th at 7:30pm
- CRID is welcome to use the event to hold a fund rising (bake sale, etc.)

Website:

- Right now there are email address for the state board and can have up to 50 – other than that we can set up a non-profit
- What information do we want to be on the website, where, and who has access to it. Also who is allowed to submit information to be posted?
- Wordpress is a use for blogging. We should still limit – board, president, etc. Will be perfect for In Touch, We need provide what information to set up a profile.
- Links posted from profit organizations should only be there if we are benefiting.
- The is a fund rising idea for selling shirts check out the website: Signlanguageshirt.com
- We can also add ads through Google - but only make money if some ones clicks on the ads.
- Paying online costs us a fee – for now would like to show that the \$4 “roundup” is really a processing fee
- Certified and associate members should be the same \$36 dues
- Right now the process for paying online is to pay through PayPal then to the form – we will switch to the other way to give an option to pay through PayPal or by check.
- Would recommend raising membership dues to cover the fees for paying online – instead of making it a penalty.
- Any further questions please email webmaster@coloradorid.org

Advertising Policy:

- An email from the Wyoming Department of Education was sent out to the membership, the email contained a link for a business.
- We had a member complain, and ask for a formal policy to be written.
- Do we agree – no advertising for business except if they are an organizational member.
- Through P&P what organizational members receive:
 - A. All CRID publications;
 - B. Annual recognition with publication of the organization's name and principal activities in the newsletter to be submitted to the board for approval;
 - C. One free 1/4 page advertisement provided by the organization published annually in the newsletter;
 - D. Their name published in the CRID directory.
- Propose adding a specific email announcement change: allowed access to email members any announcements of workshops or education opportunities or job availability.
- Concerns about limits – conflicts concerning the businesses profits. Benefit is a “link” on the CRID website.

Motion B-Mar2010-02 to change Policies and Procedures VI Sec 3(e) organizational members can have a link to their website, upon request and approval. (f) Organizational members can submit workshop and job announcements for approval to be posted to the website.

Moved by JaCee Branch, WS. Seconded by Robin Stepanek, WS

Motion carried.

Board Meeting Minutes
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Motion B-Mar2010-03 to change Policies and Procedures XI Communication Policies: CRID disseminates information, through email only for CRID/RID or any affiliate sponsored events.

Moved by Nancy L. Dobbs, NC. Seconded by JaCee Branch, WS

Motion carried.

Standing Rules:

- Will be reviewed via email.

Policies and Procedures:

- Membership renewals – need to fit with RID
- Other changes can be discussed via email and held for May.

Motion B-Mar2010-04 to change Policies and Procedures XII Section 1(H) Notification of membership renewals will be sent electronically to follow RID's procedures.

Moved by JaCee Branch, WS. Seconded by Ginny Hall, WS

Motion carried

Elections:

- MH & NC: president and secretary
- WS: Pres & VP.
- PP: Pres, VP, Sec, Treas.

Business Meeting Agenda:

- Presidents report to include: accomplishments, transitions, goals for the coming year.
- VP Report about committees – announce vacancies and thank-yous for current committees.
- Treasurer's report: balance or not – no voting.
- Amy Kroll – conference report – 3 minutes.
- Unfinished Business

Discussion of restructure:

- Local affiliates will be dissolved (become committees) as of June 30th
- How will changes look (become representatives, still have other positions)?
- Possibility: Representative, alternate, financial rep (steward)
- How will bylaws change?
- Proposed motion: each local will decide what their "area" will look like; needs, meetings, etc.

Name Tags:

- Would like to see name and where from (city) and not affiliate

May Meeting:

- Business plan at Kinko's
- Lunch will be "on your own"

Motion B-Mar2010-05 to adjourn.

Moved by Robin Stepanek, WS. Seconded by Mary Jane Tom, NC

Motion carried

Adjourned at 4:00

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Attachment: Agenda

Colorado State Board Meeting Agenda
March 13, 2010
9:00 AM to 4:00 PM

Welcome (9:00-9:30 am)

Secretary's Report (9:30am – 9:35 am)

Treasurer's Report (9:35am – 9:45am)

Vice President's Report (9:45am – 10:15am)

President's Report (10:15am – 10:30am)

Special Guest – Bucky Buckhold (10:30 – 11:00am)

Special Guest – Colby Backman (11:00am – 12:00pm)

Lunch (12:00pm to 12:45 pm)

Old Business (12:45pm – 1:00 pm)

- Membership Directories

New Business (2:45 to 4:00 pm)

- 2010 Conference
 - Business Meeting Agenda
 - Standing Rules
 - Conference book deadline is 3/19 to Kathy Timme
 - Affiliate elections
 - Resolutions – conference planning committee, others?
 - Tom Riggs Memorial – food donation
 - Proposed Motions – any discussion?
 - Bylaws Changes – from committees to affiliates – Tricia Frank
 - Budget
- P&P & Bylaws – Changes/Announcements
 - Formal policy for the distribution list, CCDHH posting
 - Donations shall be made only using monies raised by fundraising.
 - Historian -- committee will include a chairperson and a representative from each local
- Kinko's Business Plan Discount
- Food for May board meeting

Announcements & Wrap up



Processing Minutes

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Attachment: Approved Motions from PREVIOUS Meeting

Motion B-Jan-2010-01 to change webmasters from Jon Frazier to Colby Backman.
Moved by Nancy L, NC, Seconded by Amber, MH
Motion carried

Motion B-Jan-2010-02 to send members a private link to the membership directory by conference.
Moved by Robin, WS. Seconded by Nancy L, NC
Motion carried

Motion B-Jan-2010-03 to retain the remaining DPAN videos for future fund raising opportunities with the upfront cost coming out of fund raising committee budget.
Moved by Nancy L, NC. Seconded by Mary Jane, NC.
Motion carried.

Motion B-Jan2010-04 to adjourn.
Moved by Ashley, NC. Seconded by Amy, NC
Motion carried

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Attachment: Action Items

| <i>Prior Meetings Tasks</i> | <i>Responsible Party</i> | <i>Completed</i> |
|--|--------------------------|------------------|
| ⊕ Get publications option report | Nancy | √ |
| ⊕ Google Group | Kari | |
| ⊕ Update website information | Kari and Nancy | √ |
| ⊕ Call members | Local Presidents | √ |
| ⊕ Advertise requiring showing membership cards at business meeting | JaCee | √ |
| ⊕ Email Trisha (By Laws) about change to break down for conference – all profit will go the conference account to be used for the next year’s conference | JaCee | √ |
| ⊕ Send reminder to treasurers to included support to conference | Amber | √ |
| ⊕ Re-contact Dora about E-News | Nancy L | √ |
| ⊕ Contact Tracy about setting up a directory | JaCee | √ |
| ⊕ Contact Amber about DPAN video | Kari | |
| ⊕ Build time for lunch in agenda & reminder for March meeting | Kari | √ |
| ⊕ Contact Colby about the website | Nancy L | √ |
| ⊕ Call for 2011 conference chair | Nancy L | √ |
| ⊕ Email call for motion for Feb 10 th In Touch | Kari | √ |
| ⊕ Email standing rules | Kari | √ |

| <i>Task</i> | <i>Responsible Party</i> |
|---|--------------------------|
| ⊕ Email Bonnie to ask where to send the money | Kari |
| ⊕ Create calendar and share with Colby for public access | JaCee |
| ⊕ Send names and titles to set up emails | JaCee |
| ⊕ Talk to Amber about reviewing the policies and procedures changes that JaCee recommended. | Kari |
| ⊕ contact Trisha regarding Bylaws changes from affiliates to committees | Kari |
| ⊕ send out to presidents a discussion on restructuring | Kari |
| ⊕ check deadline for conference book | Nancy L. |

- Points*
- ☆ Points have been awarded to JaCee and Robin for being the first to arrive
 - ☆ Points have been awarded to WS for having full board representation
 - ☆ Points have been awarded to Amber for being newly certified!
 - ☆ Points have been awarded to Nancy for remembering all the right colors of the business meeting.
 - ☆ Points awarded to Colby for finding a free way to add a members only part to the website!

**Points are made up and meaning nothing; much like “Who’s Line”*