

LONG ISLAND REGISTRY OF INTERPRETERS FOR THE DEAF

Board Meeting

August 21, 2018 at 3:00 pm

Barrique Wine Bar, Babylon

In attendance: Amanda Allard & Jessica Heron (Co-Presidents), Kirsten Hassel (Vice President), Allison Zilg (Secretary), Cassie Raguso & Maureen Timlin (Members-At-Large), Jill Collins (Associate Representative), Christina Intartaglia (Treasurer)

Welcome

- **Introductions**
- **Group photo for website**

E-mail communications

- Change password
- Start using only LIRID emails to communicate
- Change from GoDaddy?
 - Will keep for now and maybe consider other options for the future

Define Roles and Responsibilities

- **President**
 - Represent the chapter
 - Run board & general meetings
 - Conference calls with national every other month and region on the alternating months
- **Vice President**
 - Liaison to the committees
- **Secretary**
 - Minutes of board and general meeting
 - Send minutes at the end of meetings to board for approval
 - Social media- private or public? Stay public
- **Treasurer**
 - Finance for the chapter
 - Discuss accounts and finances at each meeting
 - In the process of changing over the name for the accounts
- **Associate**
 - Work with mentoring to provide opportunities for associate members

- Set up teams for interpreters for general meetings
- Temporarily put a hold on associate meetings
- Will work to support members with questions, advice, etc.
- **Members-at-large**
 - Social media
 - Promoting LIRID
 - Advertising
 - In charge of storage unit and mail box
 - Will inventory storage unit soon

Social media/Technology

- **Facebook**
- **Instagram**
- **Mailchimp**
- **Other?**
- **Google Drive**
 - Document storage
 - Encourage committees to move toward document storage
 - Minutes uploaded
 - Agenda uploaded
- **Canva app**
 - Used for save the date
- **Doodle**
 - Use for board meeting votes

Committees

- **Bylaws**
 - Failed- can revote
 - 2/3 membership need to pass the bylaws
 - Revote
 - We will ask bylaws committee to prepare for a new vote
- **Membership**
 - Reminder letter to renew membership
- **Professional development**
 - Whole Lotta Workshop
 - Contact the presenter saying that we're interested in possibly around 6-8 months

- Presidents will send out more information to the rest of the board
 - Laurie Nash- Role space workshop
 - Angela Piteris- TBD
 - Hour long workshop after every meeting?
- **Webmaster**
 - Updates to website
 - Keep up with posting minutes for membership
 - Member spotlight?
 - Newsletter area: what's happening with LIRID
- **CEU sponsor**
 - Waiting for response about CEU approval for Kick off meeting
- **Emergency fund**
 - For a MEMBER with financial emergency/struggle- may request up to \$500
- **Fundraising**
 - New chairs? Deanna Brown and Jenny Goodman will be contacted
 - Get in touch with Kirsten
 - Massage/facial/self-care day?
 - Alli has Comedy Night fundraiser check-list and will upload it to Google Drive
- **Elections**
 - Thanks to Lisa Denison for chairing for so long
 - Will try to recruit new chair at September meeting

Apple Fest

- Merchandise?
 - Create new logo
 - long-sleeve shirt
 - Koozie
 - Baseball-T
 - Pop socket
- Sign up list
 - Times
 - Responsibilities
 -

Sunshine Fund

- Sympathy Card
- Congratulations card
- Marriage cards

- NIC passing card
- Secretary buy pack of congratulations cards, sympathy cards, thank you cards and ask for reimbursement from treasurer

Kick off meeting

- Apps more members, can order more if necessary
- Soda, coffee, tea is included
- Flowers for the tables
- Timing
 - Starts at 6:30
 - Ends at 9:30
 - Board show up around 6:00/6:15pm
 - Introductions of board members only
 - Suggestion bin
- Door prizes
 - Raffle ticket at the door- pick 5 winners
 - Pop socket?
 - Koozie?
 - 2 wine bottles from Christina
 - 3 earrings from Kirsten
- Workshop- Toni
 - “How attitude affects the consumer” workshop
 - 7:00pm-8:30pm
- Interpreters?

Goals for the Year

- Networking/social
- Pick a date for COMEDY show- venue will not allow yet so holding for now
- Offer CEU's
- Increase membership- post on social media, website

Meeting called to a close 5:30pm.

Respectfully Submitted,

Allison Zilg
LIRID Secretary