

NCRID BOARD MEETING

August 4, 2006

Hickory, NC

BOARD MEMBERS PRESENT:

Connie Jo Lewis (President)	Danette Steelman-Bridges (Foothills Pres)
Mark Whisenant (Vice President)	Susan Lanier (Coastal Pres)
Kathy Elkins (2 nd Vice President)	Tzena Keyes (LSRID Pres)
Kelly Hodgins (Secretary)	Mary Crump (Midstate Pres)
Kim Barden (Treasurer)	Leah A. Noe (TRID Pres)
Earl Elkins (NC Council on Deaf/HH)	Sandy Tomlinson (NCEditor)
Rhonda Smith (Historian)	Debbie Batts (ENCRID)
Patty Smith (5-Points Pres)	

Visitors: Catherine Johnson, Bethany Hamm-Whitfield, Asha Cashion, Aubyn Burnside, Sherry Cagwin, Kathy Beetham, Lynn Dey, Shawn Lane, Veronica Reardon

Interpreters: Karen Magoon, Nancy Bettini

- I. CALL TO ORDER** at 8:05 a.m. by Connie Jo Lewis
- II. WELCOME & INTRODUCTION**
- III. READING OF RID PHILOSOPHY, MISSION & GOAL STATEMENTS** by Mary Crump
- IV. READING OF NCRID PRINCIPLE/PURPOSE STATEMENT** by Mary Crump
- V. APPROVAL OF CURRENT AGENDA** with changes
- VI. REPORTS**
 - A. 1st VP – Mark Whisenant: CEU's for 2005-2006 year are as follows: processed 85 workshops, 11 PINRA's, 2 independent Studies, 2 Academic Course Work
 - B. 2nd VP – Kathy Elkins
 1. 218 members currently, around 100 are voting members
 2. 53 of the 218 are part of NC Editor
 - C. Committees & Special Guests
 1. Historian presented scrapbook to board
 2. Budget Committee:
 - a. presented and explained budget for approval
 - b. **ACTION ITEM:** Mark will follow up on the Per Member Fee Program
 - c. Line item added: CMP Program Expenses
 - d. Proposed Budget approved by Majority Vote
- VII. UNFINISHED BUSINESS**
 - A. Action Items from 4/29/06 board members
 1. copy of referendum sent out on E-terp – completed
 2. Interpreter 101 workshops – continue
 3. demographic study – continue

4. talk with Arthur regarding Amazon.com - continue
5. fundraisers - continue
6. CEU's due to treasurer – **ACTION ITEM:** 5-Pts needs to send it
7. Financial Reports were sent except for 5-points. **ACTION ITEM:** 5 points, TRID and NCEditor will send in the financial report to Kim
8. contact representatives to the board – continue
9. E-terp nominations for the board – completed
10. software needed for Mark – continue
11. workshops were swapped – completed
12. articles were submitted – completed
13. results of the referendum were disseminated to the members – completed
14. Mentoring proposal – continue
15. Parliament books were purchased – completed
16. Kim applied for a debit card instead of a credit card – completed with change
17. mileage form - completed
18. research laptop – continue **ACTION ITEM:** Mark will get the secretary a laptop purchased for the next board meeting.
19. handbook – continue
20. research was done regarding the digital camera and printer – completed
21. no need to review time of independent studies since there are so few – Deleted
22. a motion was proposed to RID regarding having the affiliate membership on the RID membership card but the motion was withdrawn by Connie at the request of Clay Nettles in order to research the cost associated with the change. - completed
23. the history was collected but is not yet on the website – continue
24. adding info to the website regarding NC jobs and opportunities - continue
- B. Fundraising (photo badges) – tabled until next board meeting
- C. Mileage Form – voted to use the new mileage form and expense log - **PASSED**
- D. Strategic Plan Committee – SWOT: Mark has plans for this committee and will discuss it at the next board meeting.

VIII. SPECIAL ORDERS

- A. Equipment for board members
 1. budget committee proposed a list of items needed for different board members. The board agreed with the recommendations.
 2. we need to consider liability insurance for the equipment purchased.
 3. **ACTION ITEM:** Mary will check into liability insurance for the equipment purchased.
 4. Webmaster for NCRID website to make it more technically advanced. **ACTION ITEM:** Kim and Mark will check into getting a website and webmaster for \$800 initial fee and \$50 a month. Mark will talk to Arthur about the situation.
- B. 2008 Region II conference:
 1. NCRID put their name in the hat to host the conference.
 2. **ACTION ITEM:** Mark/Connie will check into how the profits would be dispersed from the Region II conference prior to our commitment to host it.

- C. Licensure Appointment nominations – Pat Hauser’s term expires in October and we will do a call for nominations. Connie will mention the position opening and the duties of the office at the general business meeting. Those interested will need to send the following to Mark: resume’, cover letter and 2 letters reference by August 25th. **ACTION ITEM:** Mark write a letter of appreciation to Pat Hauser for her service on the board.
- D. Pay Pal for Membership Renewal – Tabled until the next board meeting

IX. NEW BUSINESS

- A. Treasurer position checks & balances – suggestions from the national office was that a second set of eyes look over the finances to insure things are done right.
 - 1. **ACTION ITEM:** The audit committee needs to come up with a check and balance plan for NCRID finances.
 - 2. **ACTION ITEM:** Mark/Kim do whatever paperwork is needed if our balance is over \$25,000 and as to whether chapter balances are included in the total.
- B. Fiscal Year Change: RID would like all chapter affiliates to have the same fiscal year by July1-June 30th by 2008. **ACTION ITEM:** Kim will work on getting the fiscal year for the chapters in line with RID’s.
- C. Handbook for board members: we would like to make a handbook for board members who are coming into the new position.
- D. Policy and Procedures Manual: **ACTION ITEM:** Mark will look into making a policy and procedures manual.
- E. Term limits for all board positions: terms limits for positions other than president and 1st vice president were discussed and decided against.
- F. Bylaws regarding mail referendums: it was suggested that in the future we look at adding the word “electronically sent” as an option for mail referendums.
- G. Silver Scribe Award Nominations: we need clarification as to whether or not they accept electronic newsletter. We need to add a disclaimer that says, “this is a hard copy of the electronic newsletter we send” **ACTION ITEM:** Mark will nominate NCRID for the Silver Scribe Award

X. ANNOUNCEMENTS:

- A. Nominations have been submitted
- B. Ballots will be counted and the winner announced
- C. NCRID 2007 convention was advertised
- D. Summer Institute Mentor Program survey is being done by Central Piedmont
- E. The agenda for the general business meeting was discussed and approved

XI. ADJOURNED at 9:55 by Connie Jo Lewis