

## NCRID BOARD MEETING

January 27, 2007  
Greensboro, NC

### BOARD MEMBERS PRESENT:

Mark Whisenant (President)	Tzena Keyes (LSRID Pres)
Jennifer Boyd (1 <sup>st</sup> Vice President)	Mary Crump (Midstate Pres)
Sandy Tomlinson (2 <sup>nd</sup> Vice President)	Leah A. Noe (TRID Pres)
Kelly Hodgins (Secretary)	Danette Steelman-Bridges (Foothills Pres)
Kim Barden (Treasurer)	Patty Smith (5 points Pres)
Susan Lanier (BML-Editor/Coastal Pres)	Amy Smith (ENCRID Pres)
Mary High (BML-Conference Liaison)	

- I. **Call to order at 10:15, welcome and introductions**
- II. **Reading of RID Philosophy, Mission & Goal Statements by Mary Crump.**
- III. **Minutes from October 27, 2006 Board Meeting – no questions**
- IV. **Changes to agenda**
- V. **Reports**
  - A. President
    1. had a Region II conference call in December 2006
      - a. copy of the EIPA certified interpreter special membership packet on RID website
      - b. we have our own 501c3 status so all the chapters are covered under this.
      - c. NCRID's Fiscal year has already been changed and we match RID's schedule
      - d. RID's bank account for Region II has \$23,841 in it.
      - e. Section 8 of the ARC Handbook is extremely important because it lists various items each AC needs to send to RID and when they are due.
    2. Mark will try to attend the national RID conference in San Francisco
  - B. 1<sup>st</sup> VP:
    1. CEU's offered by NCRID in 2006
      - a. 2 Independent Studies
      - b. 2 Academic Coursework
      - c. 5 PINRA
      - d. 74 Sponsor Initiated
    2. No CEU's will be offered DURING KEYNOTES AND PLENARY SESSIONS if no specific learning objectives can be met in National, Regional and Affiliate Chapter Conferences.
    3. A CEU handbook was handed out and any feedback/suggestions should be sent to Jennifer. A electronic checklist was suggested.
    4. Get the information to Jennifer regarding CEU's in a timely manner. A good practice is to send in paperwork 45 days ahead of time.
  - C. 2<sup>nd</sup> VP:
    1. 291 members including 23 lifetime members. There are 84 members in NCEditor.
    2. there are around 200 educational interpreters and around 350 community interpreters in NC.
    3. Sandy has not been able to work on the membership lately. She will catch up on this.
  - D. Secretary: no report. **ACTION ITEM:** Kelly will resend out minutes, action items, and contact list by February 10<sup>th</sup>. **ACTION ITEM:** Kelly will send out the conference rotation information by Feb 10th

E. Treasurer:

1. money that we contributed to the Helen Keller Association was refunded since the person did not attend.
2. Net Worth Report was presented
3. Kim does not have a report for 3 transactions (\$405 in Sept/Oct, \$177 and \$65 from Oct/Nov) and needs a report from Sandy to finalize the books. **ACTION ITEM:** Sandy will send the information regarding the monies to Kim by January 31<sup>st</sup>.
4. a point of discussion for the forum meeting could include when a person joins NCRID they automatically become a member of a local chapter of choice. This would include making a standard membership fee for local chapters. This would help with the paperwork confusion and keeping track of finances.
5. Chapter CMP dues of \$100 are usually due in June.
6. **ACTION ITEM:** Kim will send a treasurer report out once Sandy clarifies where the money should be recorded by February 28<sup>th</sup>.
7. Sandy will start sending membership information regarding chapters to the chapter president.

F. Board Members at Large

1. Conference Liaison-Mary High: has not been able to meet with the planning committee yet but it seems that they are coming along well.
2. NCEditor-Susan:
  - a. has compiled the newsletter now. The newsletter will be smaller this quarter. Mark is working on pulling it altogether.
  - b. **ACTION ITEM:** All articles are due for the newsletter by February 28<sup>th</sup>. Hopefully, the newsletter will be sent out 2 weeks later.
  - c. Chapter Presidents are to have a guest writer report instead of having a chapter report. In addition the President needs to write an article about what you have learned and used in your work from the workshops you have attended.
  - d. a suggestion was made to add info regarding the ITP's across the state to the newsletter.
  - e. May 23<sup>rd</sup> is the deadline for the Spring newsletter.
  - f. August 29<sup>th</sup> is the deadline for the Fall newsletter.
  - g. November 14<sup>th</sup> is the deadline for Winter newsletter.
  - h. an attempt will be made to publish the newly certified members of RID in the newsletter as well as new joining members of NCRID.

G. Chapter Presidents:

1. Foothills:
  - a. had 37 attendees at the last workshop.
  - b. Currently has around 35 members.
  - c. The chapter will reimburse the mileage of the representative to the board.
2. LSRID:
  - a. membership is in the teens.
  - b. beginning to look at and do preliminary planning for the conference in 2009.
  - c. LSRID will continue doing the nominations and awards for the conferences.
  - d. The chapter will reimburse the mileage of the representative to the board.
3. TRID:
  - a. send information to Leah regarding who is certified and working in the educational system.
  - b. Currently have 11 members because it is a renewal time. It should be around 40 soon.
  - c. The chapter will reimburse the mileage one-way for the representative to the board.
4. Coastal:
  - a. had 12 people at a meeting this week.

- b. Currently have 12 members.
  - c. Had a person volunteer to be secretary.
  - d. the chapter is learning how to focus, come connected and stay connected.
  - e. The chapter will reimburse the mileage of the representative to the board.
5. Midstate:
- a. Midstate is donating \$500 to the mentor/mentee fund and challenges other chapters to do so.
  - b. in support of the conference, Midstate donated \$250 to the conference committee and has arranged for a basket to be available as well.
  - c. Midstate will reimburse the president for mileage at whatever the board is reimbursing up to 25 cents per mile.
  - d. volunteered for the 2008 Region II conference to take care of scheduling student reps and volunteers needed as gofer, etc.
6. 5-Points: has about 39 members
- a. The hotel is the same as before but the name has changed to Crown Pointe. The NCRID board meeting on April 21<sup>st</sup> will be at that location.
  - b. working on registration forms, early birds, etc.
  - c. June 22-23 are the dates of the conference
  - d. June 21<sup>st</sup> from 3p.m.– 6p.m. will be the NCRID board meeting and then 5-points will take the board out to dinner.
  - e. **MOTION 01:27:07:01** The NCRID Board shall appoint a three member steering committee to review motions prior to the start of the annual business meeting. To be submitted by e-mail to the chair of the steering committee up to June 20<sup>th</sup> and after June 20<sup>th</sup> in person at the conference. The deadline for all new motions will be 8:30 a.m., June 21, 2007. (M) Mary J. High (S) Mary Crump **PASSED**
  - f. a steering committee for conference motions was established: Mary High, Jennifer Boyd and Kelly Hodgins.
  - g. **ACTION ITEM:** Mary High will write an article regarding submitting motions to the steering committee prior to the convention by February 28<sup>th</sup>.
  - h. please send baskets from each chapter.
7. ENCRID:
- a. 102 members currently, extended memberships until the next fiscal year to line up with RID.
  - b. will reimburse \$50 to the representative who attends the board meeting.

## **VI. Lunch**

## **VII. Old Business**

### **A. Action Items**

- 1. per member fee program- continue
- 2. checklist for CEUs and timeline - completed
- 3. add NCAD to our website – been assigned to committee - completed
- 4. Fill out D&O form - continue
- 5. RID still give credit for chapter members signing up - continue
- 6. contact Brad Trotter regarding MH council – Jennifer will do this - continue
- 7. position paper on EIPA – submitted to web group and will be sent to Connie - completed
- 8. contact representatives to the board about attending meetings – Linda Nelson was not aware that that rep is a voting position on the board and will line up someone, Naobi will send one - completed
- 9. talk to Earl about bringing info from NCRID to the council - continue
- 10. submit dates for forums - completed
- 11. compile forum ideas - completed

12. write letter of appreciation to Pat Hauser – completed
  13. design invitation postcard for forums - continue
  14. poll other regions to see how they split region profits – is being worked on in committee - completed
  15. research corporate books, GAAP/GAAS and conflict of interest policy questions with her CPA search – continue - treasurer will meet with CPA and report back to the board - continue
  16. gophers for lunch for board meetings - completed
  17. dual membership – we are considering the following: NCRID would like to make a flat fee for joining NCRID and a local chapter at the same time. The cost would be \$30 to join both. NCRID will allocate \$10 from each membership back to the chapter the person signed up for. Rational: NCRID will take less money from the members and putting more money into the chapters. This will strengthen the profession and help us speak with one voice. Other professional organizations operate in a similar fashion. If this happens, it would take place in the 2008. Perks – discounts across the state. Still requires a membership vote and will be part of the forum agenda. **ACTION ITEM:** Mary High will type up and send out a rational to the board to present through forums by February 14<sup>th</sup>.
  18. policy and procedure manual – Mary C. will work on this - 6 month time frame
  19. blurb on website about resources/jobs in NC – Jennifer did a great job writing this, Mark will get it from Jennifer and place it on the website - continue
  20. deaf/blind training - continue
  21. group discount for RID San Francisco – there is no discount - completed
- B. Forums –
1. an idea sheet was passed around with a possible agenda
  2. time frame: 6-8 p.m.
  3. Chapters will be responsible for a notetaker, interpreter, 3x5 cards, microphone (if needed), screen for powerpoint and projector, CEU bubbles/sign-in sheets.
  4. **ACTION ITEM:** Mark will talk with Jennifer re: CEU's for the forums by January 29<sup>th</sup>.
    - a. February 27<sup>th</sup> - Wilmington
    - b. March 8<sup>th</sup> – Raleigh
    - c. March 15<sup>th</sup> – Greenville
    - d. March 26<sup>th</sup> – Greensboro
    - e. April 12<sup>th</sup> - Asheville
    - f. April 20<sup>th</sup> – Charlotte
    - g. April 30<sup>th</sup> - Morganton
- C. Stakeholder meeting – revisit this in the Fall
- D. Anonymous donation – Mentoring Fund
1. Mary High, Mary Crump and Sandy have been emailing in regards to the mentor/mentee guidelines
  2. a draft of guidelines was presented.
    - a. Mentor to be a certified member of RID (all certifications recognized by RID), hold a full license from NCITLB, 10 plus years of interpreting experience and has completed Mentor training to be eligible to apply for reimbursement.
    - b. Mentee to be recent graduate of ITP or an interpreter working towards certification and/or full license.
    - c. Funds may be requested for mentor's mileage reimbursement and/or partial hourly rate of mentor. Maximum possible reimbursement per mentor annually of \$100 (depending upon available funds).

- d. Application for funds to be a written request detailing activity money will be used for, documentation of qualification of candidate, time line in which activity will be conducted and completed and a statement of specific goals of the activities.
  - e. Approval will be decided by NCRID Mentoring Fund Committee.
  - f. Disbursement of funds will be sent upon receipt of report from mentor and mentee on the outcome of the activity.
3. **ACTION ITEM:** Danette and Susan will develop a draft of a mentee/mentor report to send out on yahoo group for feedback by February 28<sup>th</sup>.
  4. **ACTION ITEM:** The Mentor/Mentee Committee will meet again to clarify issues and report back to the board by the next board meeting.

#### VIII. **New Business**

- A. ASL Teacher Licensure work group – NCRID is supportive of the work group even though we are not sending any representative. **ACTION ITEM:** Mark will send a letter to the ASL Teacher Licensure work group regarding our stance by March 15<sup>th</sup>.
- B. Region II 2008 – establish a committee of people to run this
  1. everybody will be on a committee
  2. **ACTION ITEM:** Danette will send a list out of committee needs and everyone will pick an area in which they want to serve by February 28<sup>th</sup>.
  3. **ACTION ITEM:** Patti will research the conference center in Charlotte area as a possible location for the R2 conference and report back to the board by the next board meeting.
  4. **ACTION ITEM:** Mary High will check on possible dates and conflicts with other conferences and report back to the board by the next board meeting.
- C. NCAD Rep to our board: addressed in action items

#### IX. **Announcements**

- A. workshops were announced
- B. Next Board meeting: April 21, 2007 in Greensboro at Heritage Green, 10am – 4 pm.

#### X. **Meeting Adjourned at 3:35 p.m.**