

NMRID Board of Directors' Meeting Minutes

March. 22nd 2013

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<u>Name</u>	<u>Present</u>	<u>Absent</u>
Shyla Huntley, President	X	
Risa Roybal, Vice President	X*	
Rebecca De Santis, Secretary	X	
Chelsea Padilla, Treasurer	X*	
Concha Dunwell, Member at Large	X	
Lin Marksbury, Member at Large	X**	
Tim Farr, Member at Large	X	

* Joined Late

** Left Meeting Early

*** Virtual Presence

**** Resigned from Office

In Attendance: Barb Shaffer, Andrea Ginn,

I. Call to Order by president Shyla Huntley at 1:00pm

II. RID Region IV Vision Statement read by President, Shyla Huntley: The vision of RID Region IV is to promote a community that inspires personal and professional transformation by offering cutting edge and innovative opportunities that honor the evolving and diverse needs of its membership.

III. Board Reports

A. President- Shyla Huntley

A. Sorted through NMRID paper documents with Vice President, Risa Roybal.

1. Several papers were related to licensure and our history and therefore will be saved
2. Any Town Hall testimony regarding licensure have been saved

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3. Other pieces of info is related to the treasurer and she will have to sort it out further.
 - B. Arranging a Farmington area Meet and Greet
 1. Tentatively in May
 2. Same plan as Las Cruces- clarification in regards to who can interpret with which type of license.
 - C. Working with Marie Tavormina from the COPD-AZ office on having professional development opportunities in New Mexico.
 1. At this time COPD would like to partner with NMRID for a fall workshop/training.
 2. Fall was suggested so it will be after the conference and EIPA workshop.
 3. NMRID will find out desired topics. Survey Monkey was suggested as a means of doing so.
 4. NMRID will check with other organizations to ensure topics of upcoming workshops don't overlap.
 - D. RID's Executive Director contacted NMRID asking for an update on licensure. They are hearing rumors that our licensure will be revoked
 1. Barb Shaffer will be involved in a meeting with NMRID and RID
- B. Vice-President- Risa Roybal
- A. NMCDHH Board Meeting from 2/12/14
 1. DCC Multipurpose Center project
 2. Possibly having another entity control funds
 3. Election of Officers
 - (1) Handbook issues
 4. Service Coordinator in Las Cruces
 - (1) Looking for staff
 - B. Archived documents
 1. Shyla and I went through all of the "old" paperwork
 2. Kept all receipts, incorporation information, minutes, bylaw information, licensure documentation, logo pictures
 3. The rest we recycled
 - (1) We got all the important documents to ½ a box, now what should we do with it? Scan it to electronic documents?
 - (2) Secretary has a scanner and can scan them to a USB
 4. Lin composed an email to send the membership for adding credentials/updated contact information to the website
 5. Need to establish a due date for information

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6. As per Lin's idea, rather than asking all of the interpreter referral agencies for their contact information can we put a link to the Commission's website. I looked through their website and I couldn't find those kinds of resources

(1) This information should be posted on our website.

- C. Treasurer- Chelsea Padilla
- A. Membership - 112 (last year 130)
 - B. Sponsors- 2 NMAD, Sorenson (last year 4, AASL, NMAD, Sorenson, NMCDHH)
 - C. Balance \$9,133.34 (Paid conference deposit to Alb. Conv. Center) about \$500 in donations for the conference.
- D. Secretary- Rebecca De Santis
- A. YahooGroups
 - 1. E-mailed paid membership encouraging them to join the YahooGroup
 - 2. About 10 new members
 - B. Workshop for EIPA
 - 1. Secured Kevin T. Williams for May 3rd and 4th At ASLA
 - 2. Have secured sponsorship
 - (1) \$500 from NMCDHH
 - (2) \$500 NMSD
 - (3) \$100 from NMAD
 - 3. Hosting a fundraiser on April 7th at California Pizza Kitchen (CPK)
 - C. DCC Special meeting
 - 1. Will reallocate funds for multi-purpose center to the Cultural affairs department
 - 2. Approval to develop a strategic plan
 - 3. Set-up an endowment fund
- E. Member at Large: Lin Marksbury
- A. NMAD conference will happen in August in Santa Fe at the hotel Santa Fe
 - 1. Would like us to participate like having a booth, etc.
 - 2. Can present on licensure under NMRID by Barb and/or Phyllis/ and or LC
 - B. NMAD next meeting
 - 1. May 3rd in Farmington
 - 2. Would like as many representatives there as possible.
 - (1) Lin and Barb plan to attend to represent NMRID
 - C. Vlog/PSA for licensure- Barb Shaffer, Linda Carroll, and Henri will work towards this as well.
 - 1. Needs money to set it up.
 - 2. Share via our website, commission, and encourage other organizations as well
 - 3. \$100 to support the Vlog filming under the pro-action committee

4. Motion 2014.02 to support the filming of the vlog through funding \$100 given to the pro-action committee to allocate funds.

**Motioned by Rebecca De Santis, Seconded by Tim Farr
Passes by majority**

- F. Member at Large: Concha Dunwell
- A. NMCDHH sent out a letter to HR staff in the state as a reminder that provisionally licensed interpreters will need to renew
 - 1. I will also send out this email to where people have concerns
 - (1) People need clarification on what happens while they are waiting for the results.
 - (a) Will need to hold off working until they are provided with results.
 - B. Will have a high demand for interpreters soon
 - 1. Before had about 46 people in need for permanent licensure.
 - 2. Now many people may work in El Paso instead of New Mexico
 - C. Thank you notes
 - 1. Send all needs to Concha
 - 2. CC other people so we don't send duplicates
- G. Member at Large: Tim Farr
- A. Interpreter Survey
 - 1. Drafted a letter which I sent out to Interpreters asking for their feedback and perceptions of NMRID since our Meet and Greet event here in Las Cruces.
 - (1) Responses were positive remarks about our involvement here and how NMRID is reaching out to southern interpreters.
 - (a) They are especially appreciative of the Compass Mentoring program which many have participated in this Quarter.
 - (b) They also mention how pleased they are of NMCDHH, NMSD, and LCPS for partnering with NMRID on getting workshops and training programs made available in our local area.
 - B. Facebook
 - 1. Our Facebook page has seen a marked increase to having 264 "likes" and 155 friends up from our original 84 and 94 respectively.
 - 2. For posts on Facebook, please send files in jpg format for easier uploads
 - 3. More individuals are posting content which keeps the page busier, but I am concerned about having to hide or delete some material and posts which are not interpreter-centered.
 - 4. Friend Requests:
 - (1) Well accept all people, but filter advertisements

5. Issue that some folks are using New Mexico RID as opposed to the NMRID page. This came about as I met with one Interpreter earlier this week who is not getting our posts and wasn't sure if we were "friends". We brought up her page and sure enough, she is friends with "New Mexico RID" and not "NMRID". This is a problem.

(1) When I took over the Facebook page, I ran into this problem as well and was assured that the New Mexico RID page was set up as personal page before the NMRID page was authored so I will need to ferret this out to assure that all of our NMRID Members have access to the correct page where news and events are being posted.

(2) I have looked into merging these two pages but that process makes me nervous. As I hate to lose folks in the conversion process.

C. Google Hangouts

1. May be the best solution in terms of a platform where Interpreters can log in and chat with other interpreters on various issues in a video format.

2. Video quality may become an issue and needs to be looked into

3. Other option may be OoVoo

IV. Committee Updates (Chairs)

A. Pro-Action: Barb Shaffer

1. Stop the Clock/ inactive status for provisional licensee

(1) Can become inactive for the goal of education and training

(2) Cannot work in New Mexico at that time

(3) How have people been informed

(a) Lisa and Cindy Huff have been involved

2. Meeting with a few community members

(1) Clarified if you have a provisional interpreter, that means they are a "beginner"

(2) People are concerned that licensure should screen interpreters

(a) Agencies need to take on the responsibility

(b) Agencies could collaborate together if needed

3. How to teach to new interpreters about business practices

(1) Need for new interpreters to gain best business practices information

(2) Freelance interpreters can come up with information needed before working in an agency

(a) Provide a draft contract and have it as a template for new people use as an outline

(b) Workshops in different areas for setting up a business and contracts (best business practices)

(i) NMRID can host it as a panel

(ii) Can get together to put resources in order

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- B. Fundraising: Andrea Ginn
 - A. Will have an event at the end of April or early May
 - 1. "Geeks who Drink" at O'Neil's
 - B. Goal to set-up standard format
 - 1. One event each quarter
 - 2. Raffle at each event
 - C. Redoing the policy and procedures for fundraising committee
 - D. NMRID fundraisers should be reported to the committee chair
 - C. Scholarship: Cara Balestrieri – No Report Sent
 - D. Social: Bernice McCormack – No Report Sent
 - E. Conference Planning: Andrea Ginn
 - A. Deposit has been paid for ABQ Convention Center
 - B. Day and ½ June 7th and 8th
 - C. Sponsors
 - 1. Will work with COPD instead of a financial sponsorship
 - 2. ZVRS for snacks
 - (1) Can use tote bags for snacks
 - (2) Information can be in it too
 - 3. \$250 from Sorenson
 - D. Schedule
 - 1. Saturday: plenary 3hrs, 2hrs lunch, 3hr breakouts
 - 2. Sunday: 3hr plenary
 - E. Presenters
 - 1. Trevor Brennan- teaming breakout
 - 2. Carly Williams- educational breakout
 - 3. Alicia Bronk- ASL Classifiers plenary
 - (1) Wants to renegotiate related to travel expenses
 - (2) Other options if we can't renegotiate
 - (a) Split it into 2 workshops at 1.5 hrs. each
 - 4. Richie Franz- community interpreters working with SSPs plenary
 - (1) Still negotiating costs
 - (2) Also working with COPD
 - F. Budget:
 - 1. - 4,200 total expenditures
 - 2. + 3,800 Estimated revenue for registration and sponsorship
 - 3. Requesting and additional \$1,500 to spend a total of 5,500
 - 4. **Motion 2014.03 to increase the budget for conference planning by \$1,500**
- Motioned by Rebecca De Santis, Seconded by Shyla Huntley,
Motion passes unanimously**
- F. Newsletter: Rebecca De Santis
 - A. Added an employment section at the end of the newsletter
 - G. Outreach: Shyla Huntley – See President's Report
 - H. CMP: Monica Sower

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- A.
 - From 12/1/13 to 3/22/14 I have processed:
 - 1. sponsored Initiated Activities
 - b) 3 NMM Independent Studies
 - c) 1 other Independent study
 - 2. In the works
 - a) 6- Spring New Mexico Mentoring Independent Studies
 - b) 4- Compass Mentoring PINRA's for mentoring spring sessions
 - C) 4- Sponsored Initiated activities happening in April-June (not including the conference)
 - d) 2 Independent Studies other than New Mexico Mentoring
 - e) 3- PINRA's- waiting on final paperwork from participants
 - 3. Reimbursement of filing folders and a USB drive totaling \$21.91
 - 4. Would like to connect with conference planning committee to discuss a timeline for CEU processing
 - 5. Will take a maternity break
 - a) From Mid-July to some point in October
 - b) Will still process fall NMM CEUS and be around for guidance
 - c) Would like to announce that on the NMRID website to inform members

- V. Unfinished Business
 - A. Electronic Payment System PayPal/Website updates/Credentials
 - A. I asked Lin to help me with the project of updating the website
 - B. As of now, our webmaster, Jennie, is unavailable for personal reasons to meet with us until the end of March. Both Lin and I are excited to meet with her soon
 - C. Our goal
 - 1. Updates, credentials, agency information to be up before the conference
 - (1) Need to send out that email to all members at July 1 for new FY
 - (2) Can announce it during conference for people to know in advance
 - 2. To have the PayPal online payment system running before the conference
 - 3. To hopefully have conference registration online this year
 - B. Credit Union Research
 - A. Southwest credit union
 - 1. 2 locations one on each side of town
 - 2. Have a petroglyph account: min 2,500 for .149% interest for month
 - (1) If below 2,500 will have a \$10 charge/month
 - (2) So far haven't run into this problem
 - 3. Will have a debit card and checks
 - 4. Free safety deposit box- can keep USBs there
 - C. EIPA Workshop
 - A. See secretary's report
 - D. Licensure VLOG

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- A. See member at large, Lin Marksbury's report
 - E. Annual Conference
 - A. See committee report
 - F. K-12 Committee
 - A. Will no longer be entertaining this idea because of workshops that have been set up
- VI. New Business
- A. E-votes Passed
 - A. **Motion # 2014.01** Approval of December Minutes
 - 1. Passed by majority
 - B. Ad Hoc Bylaw committee – currently bylaws are not on the website because they are under review
 - A. Membership categories
 - B. Consistency
 - C. **Motion 2014.04 to set an Ad hoc bylaw committee to change NMRID bylaws to be in line with RID**
Motioned by Shyla Huntley, Seconded by Risa Roybal
Motions passed unanimously
 - D. Chairing the committee will be Shyla, Rebecca will be a member and we will ask our past VP.
 - C. Referral agencies' ethical business practices
 - A. See pro-action report
 - D. Farmington training program
 - A. San Juan Community College wants to set up training
 - 1. Mainly K-12
 - 2. Distance education
 - B. The college has asked Josie for help setting it up
 - 1. She would like our support
 - (1) Can't be a "teach-to-the-test" program
 - (2) Check to see what Boystown and GURC has available to not reinvent the wheel
 - 2. Shyla can meet with the Dean of the college to gather more information during her Farmington visit
 - 3. Will have future discussion with the pro-action committee
 - E. Logo for NMRID
 - A. Logo contest
 - 1. have a booth at the conference
 - 2. Board will vote afterwards
 - F. Rocky Mountain Deaf Theater Group
 - A. Contacted about having a play here in NM
 - 1. Estimated cost \$2,500

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- 2. Also needs all facility and lighting equipment
 - 3. Will not match our budget at this time but can refer them to other groups such as NMSD, DCC etc.
 - G. Next meeting
 - A. Will not have a membership meeting during the conference this year
 - B. June will be our next meeting
 - 1. Will be decided via e-vote
- VII. Public Comment-
 - A. No comments made
- VIII. Executive Session
 - A. No executive session called
- IX. Meeting adjured at 3:04

Meeting summary

Documentation of Motions passed

- A. Motion # 2014.01 Approval of December Minutes
 - E- Vote: Passed by majority
- B. Motion # 2014.02 to support the filming of the vlog through funding \$100 given to the production committee to allocate funds.
 - Motioned by Rebecca De Santis, Seconded by Tim Farr
 - Passes by majority
- C. Motion # 2014.03 to increase the budget for conference planning by \$1,500
 - Motioned by Rebecca De Santis, Seconded by Shyla Huntley,
 - Motion passes unanimously
- D. Motion # 2014.04 to set an Ad hoc bylaw committee to change NMRID bylaws to be in line with RID
 - Motioned by Shyla Huntley, Seconded by Risa Roybal
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