

Mo-RID Annual Business Meeting

Fulton, Mo

June 2, 2012

- I. **Call to Order**
 - a. Peggy Withrow, associate, Fulton moves to conduct the business meeting in English rather than ASL since all in attendance are hearing. Stacy Bickel, Certified, Jefferson City, 2nd the motion. All voting members approved the motion.
- II. **Introduction of board, committee chairs, and distinguished guests**
 - a. **Distinguished Guests:**
 - i. Connie Herndon- Region IV Representative
 - ii. Richard Laurion- C.A.T.I.E Center
 - iii. Barbara Garrett- Director of the ASL-English Program at William Woods University
- III. **Adoption of the agenda**
 - a. Barbara Garrett, Fulton, Moves to accept the agenda. Thomas Skinner, Collinsville, 2nd the motion. All voting members approved the motion.
- IV. **Approval of minutes from the 2011 Annual Business Meeting**
 - a. Daniel Walker, associate, Butler, moves to accept the minutes. Harrison Jones St. Joesph, 2nd the motion. All voting members approved the motion.
- V. **Executive Minutes**
 - a. none
- VI. **Reports**
 - a. **President's Report: Lisa Bolding,**
 - i. I deeply appreciate the opportunity to serve as your president since the founding of our small but mighty chapter. This is a fairly thorough accounting of my work since our last board meeting a year ago.
 - ii. Participated in Region IV President's Council conference calls
 1. June 11
 2. August 31
 3. January 27
 - iii. Welcomed new MCDHH director Ernest Garrett with an hour-long call via videophone
 1. July 8
 - iv. Attended the 2011 RID National Conference in Atlanta, GA
 1. July 17-22
 - v. Relevant workshops/events
 1. Professional Development Committee meeting
 2. Legal Interpreting Member Section meeting
 3. NIC Testing forum
 4. RID Bylaws Committee pre-business meeting forum
 5. Region IV caucus

6. Affiliate Chapters' Presidents Breakfast with President Moose
 7. RID business meetings (8 hours over two days)
 8. RID board forum for treasurers and presidents
 9. Region IV Affiliate Chapters' Leaders lunch and informal meeting
 10. Conference of Interpreter Trainers reception
 11. Closing ceremonies, including swearing in of Region IV representative Connie Herndon and former representative Chris Grooms to national Treasurer
- vi. Conducted/participated in MO-RID conference calls
 1. August 24
 2. September 8
 3. September 26
 4. October 10
 5. November 2
 6. November 28
 7. December 12
 8. January 22
 9. February 12
 10. April 10
 - vii. Manned booth at MCDHH conference in Osage Beach
 1. October 14-15
 - viii. Presided over MO-RID quarterly board meetings
 1. September 10 – Springfield
 2. November 12 – St. Louis
 3. February 25 – Kansas City
 - ix. Attended the Region IV Leadership Retreat in Boulder, CO
 1. November 4-6
 - x. Developed, arranged for, and lead introduction to the 2012 IEIS Scholars Program
 - xi. Development of the program – summer
 - xii. Approval sought from board – summer
 - xiii. Initial meeting with Perpetual Development for educational component – at RID conference, July
 - xiv. Conducted Scholars orientation phone call – December 12
 - xv. Program launched – January 1
 - xvi. Submitted proposal for Scholars Program poster session for CIT 2012 conference – spring
 - xvii. Represented MO-RID at MCDHH Town Hall meeting in Kansas City
 1. January 28
 - xviii. Hosted Board + Chairs + Scholars Retreat in Lee's Summit
 1. February 24-25
 - xix. Served as guest panelist with Region IV Representative Connie Herndon and RID President Brenda Walker Prudhom for Professor Amy Seiberlich's DO-IT Center Leadership Class via phone

1. March 26
 - xx. Conducted series of orientation/re-orientation for board members via phone
 1. April 26
 2. April 29
 - xxi. Worked extensively on revamped website
 - xxii. Gathered bids, submitted to board for approval - fall
 - xxiii. Typed copy, photographs, etc. into web portal – winter and spring/ongoing
 - xxiv. Continued editing and support of the MO-RID e-newsletter
 1. Monthly
 - xxv. Presided over annual business meeting in Fulton, MO
 1. June 2
- b. **Vice President’s Report: Shelly Tisius, (March 2012- June 30, 2012)**
- i. I have been vice president since March 2012, so my term has been short. I am still in the process of learning the “ins and outs” of MO-RID. It has been a challenge, but a challenge worth every second. Below is a list of all the duties I have taken on since March 2012. Unfortunately, I may have missed a few items; however this is majority of what I have been working on. Again, most of my time has been on learning how the organization works and figuring out ways to assist the current leadership on how we can improve MO-RID to make it better for all parties.
 - ii. **President/Vice President Conference Calls**
 1. Dates unknown- I believe there were a total of 3
 - iii. **Participated in MO-RID conference calls**
 1. April 26 2012
 - iv. **Newsletter**
 1. The bulk of my time with MO-RID has been to get the monthly newsletter up and running consistently. The time I spent on the March newsletter was tremendous; as I contacted the other newsletter developer and learned how to develop a newsletter. The newsletters thereafter have taken an average of about 15-20+ hours (solicitation for articles, developing, finalizing...). The time dedicated to these has been less and less each month that I work on them, so I hope to reduce the amount of hours that go into them each month as I become more proficient in the process. The attention is to have the newsletter “duty” eventually passed on to another person, so that I may focus more on VP work with MO-RID.
 - a. March
 - b. April
 - c. May
 - d. June
 - v. **Email Correspondence**

- vi. Bulk of our communication, unsure of exact amount of time; perhaps 5-10+ hours/week.
- vii. Conference Sponsors
- viii. Day to day business
- ix. Conference information
- x. Newsletter solicitations

c. Treasurer's Report: Mary Alice Gardner (not in attendance)

- i. Interim Daniel Walker served as Treasurer from June 2011-Sept, 2011.
- ii. I returned to Treasurer duties Sept. 2011
- iii. We paid for booths at Oct MCDHH conference, Sept. Deaf Awareness Days with Deaf Action Group in Springfield and Winterfest in March in St Louis to Deaf Inc.
- iv. We tried to get a new website up and running, and hired a new designer.
- v. I attended the Sept board meeting in Springfield, and took notes for the secretary who was on skype with a baby. My computer died the next day taking all the notes with it
- vi. I attended the Leadership Training in Boulder Colorado (due to VP vacancy) In November. I'd like to thank the Board for allowing me to go- I met many other state treasurers and it was a good networking opportunity. I attended the board Retreat in February which included the first quarter board meeting
- vii. I have participated in conference board calls, regularly check the post office box and scan new membership files then send to the membership chair and media chair to update rolls and constant contact. I also maintained the bank account and paid bills .
- viii. In relation to the conference- I have been actively communicating with sponsors and collecting items for the silent auction and exhibit booth (delegating duties but making reference lists.)
- ix. I have been in active dialogue with Angela Hernton concerning the taskforce to request that RID certification be recognized in the state of Missouri this has been in the talking stages and planning for approach methods to stakeholders within and without our profession
- x. Treasurer's Report March-June 2012

Beginning Balance \$5541.80

General monies have been collected for the conference and membership renewal as well as sponsorships in the approximate amount of \$4600.00 , this includes corporate sponsorships of approximately \$3,350.00

Ending Balance of June 1, 2012- \$9,198.65

Additional expenses for conference still pending

In the approximate amount of \$4,800.00

We have received the Tax ID number from RID

- a. This can be used for application for bulk mailing but was not expedient to pursue at this time. This can also be used to set up Paypal on our website. That was priority in Feb, but was not included in the website at this time. Recommend this be pursued for future use on website to make more streamlined for membership renewal, conference and workshop fees as well as donations/fundraising items.

d. Secretary's Report: Crystal Anderson

- i. I am extremely grateful to everyone that I have had the opportunity to work with the past two years. I'm honored to be a part of the building blocks of this great chapter.
- ii. Participated in MO-RID conference calls
 1. August 24
 2. September 8
 3. September 26
 4. October 10
 5. November 2
 6. November 28
 7. December 12
 8. January 22
 9. February 12
 10. April 10
- iii. Attended the MCDHH conference in Osage Beach
 1. October 14-16
- iv. Attended and recorded minutes at the MO-RID quarterly board meetings
 1. September 10 – Springfield (attended via skype and Mary Alice recorded minutes on-site)
 2. November 12 – St. Louis
 3. February 25 – Kansas City
- v. Posted minutes to Yahoo Group Website
- vi. Interviewed Candidates for the Scholars Program
 1. November 12
- vii. Attended the MCDHH Town Hall meeting in St. Louis
 1. November 29th, 2011
- viii. Attended the Board + Chairs + Scholars Retreat in Lee's Summit
 1. February 24-25
- ix. Attended Deaf Inc's Winterfest in St. Louis
 1. February 17
- x. Attended and recoded minutes for the annual business meeting in Fulton, MO

1. June 2
- e. **Region 1 Report: Harrison Jones, Region 1 Representative**
I am excited to have the opportunity to serve the St. Joseph – Kansas City Area as their Region 1 Representative on the MO-RID Board of Directors. I hope to have contact with all Region 1 members and big plans for the future.
 - i. April 19, 2012 – Region 1 Representative, Harrison Jones, appointed by MO-RID President
 - ii. April 29, 2012 – Participated in board member orientation via phone
 - iii. June 2, 2012 – Attended annual business meeting in Fulton, MO
- f. **Region II: Vacant, No Report**
- g. **Region III: Angela Hernton**
 - i. February
 1. 2/24/2012 Attended IEIS Scholars Retreat
 - ii. March 2012
 1. 3/8/2012 Became Region 3 Representative
 2. 3/17/2012 Represented MO-RID at Winterfest
 3. 3/18/2012 Wrote article to report on Winterfest for newsletter
 4. 3/23/2012 Phone interview with VP introduction article for newsletter
 - iii. April 2012
 1. 4/10/2012 Conference Call
 2. 4/24/2012 Discussion with MCDHH Director regarding appointment as Region 3 Rep
 3. 4/29/2012 Task Force phone meeting
 - iv. May 2012
 1. 5/6/2012 Task Force phone meeting
 2. 5/24/2012 Discussion with MCDHH Commissioner regarding Task Force project. Meeting scheduled for 6/8/2012.
 - v. June 2012
 1. 6/1 Attending mo-RID annual conference
- h. **Region IV: Malissia Brooks**
 - i. Participated in MO-RID Skype/conference calls
 1. August 24
 2. September 8
 3. September 26
 4. October 10
 5. November 2
 6. November 28
 7. December 12 Pre-meeting with President
 8. December 14 Facilitated/Led Skype call
 9. January 22
 10. February 12 Facilitated/Skype call
 11. April 10

- 12. May 30
- ii. Attended MO-RID quarterly board meetings
 - 1. September 10 – Springfield
 - 2. November 12 – St. Louis
 - 3. February 25 – Kansas City
- iii. Attended Board + Chairs + Scholars Retreat in Lee’s Summit
 - 1. February 24-25
- iv. Participated in orientation for board members phone call
 - 1. April 26
- v. Contacted two vendors for website bid
 - 1. April Feisler
 - 2. Jay Pendergraft
 - 3. April Feisler was awarded the website construction task
- vi. Attended annual business meeting in Fulton, MO
 - 1. June 2
- vii. Compiled a list of interpreters residing in Region 4 of MO
 - 1. Compiled an email list of a majority of interpreters in Region 4
- i. Region V Representative’s Report, Stacy Magill (not in attendance)
 - i. It has been an honor to serve on the MO-RID board for the past nine months. Working alongside other professionals in our field has encouraged me immensely. Here is a brief account of my participation with MORID for the past nine months.
 - ii. Participated in MO-RID conference calls
 - 1. September 26
 - 2. October 10
 - 3. November 2
 - 4. November 28
 - 5. December 14
 - 6. January 22
 - 7. February 12
 - 8. April 10
 - iii. Assisted with manning the MO-RID booth at the MCDHH conference in Osage Beach
 - 1. October 14-15
 - iv. Interviewed Candidates for the Scholars Program
 - 1. November 12
 - v. Attended MO-RID quarterly board meetings
 - 1. November 12
 - 2. February 25
 - vi. Attended workshop at SADI in Cape Girardeau
 - 1. February 18
 - vii. Attended Poplar Bluff Community Resource Council in Poplar Bluff
 - 1. December 2
 - viii. Attended Board Retreat in Lee’s Summit

- 1. February 24-25
 - ix. Worked on Silent Auction Committee and Conference brochure
 - 1. February- June
 - x. Attended Deaf Inc's Winterfest in St. Louis
 - 1. February 17
- VII. Committee Reports
 - a. By-Laws
 - i. Made changes to our By-Laws since last years business meetings
 - ii. Change in the length of time of notifying members of dates in meetings
 - 1. *peggy said she would send additional info to add to this
 - iii. Attended the 2011 RID National Conference in Atlanta, GA
 - 1. July 17-22
 - iv. Attended Region IV caucus
 - v. Appointed to the Scholarships and rewards committee
 - vi. Attended the MCDHH town hall meeting in St. Louis
 - vii. Met with the executive director of MCDHH
 - viii. Attended quarterly board meetings
 - 1. November 12
 - 2. February 25
 - ix. Attended Board Retreat in Lee's Summit
 - 1. February 24-25
 - b. Fundraising: No Report
 - c. Media: Kenna Wright-Smith
 - i. Tasked with working and building a new website for MO- RID
 - ii. Created a plan with Mary Alice and the membership chair to keep Constant Contact list current
 - d. Membership Report: Katie Friend (not in attendance)
 - i. The Membership Committee has developed a more efficient way to communicate with the Treasurer and Media Chair in order to receive information from members and send information to them as they join.
 - ii. The Committee is responsible for updating the member list as well as the email list and reporting them to the proper committee chairs.
 - iii. We have been sending out Welcome letters when notified of a new member, as well as sending out renewal letters when members renew.
 - iv. We have dropped in members since last year. We had 66 members in 2010-2011, and at the end of this fiscal year we have 54 members.
 - v. The membership committee has been continuing efforts of recruiting new members by highlighting the benefits of MO-RID as well as researching how other state chapters have increased their numbers. However, this process is very slow going.
 - vi. The Committee has attempted to contact other state membership chairs and has never received a response

- vii. The committee has held a short informational meeting to inform people of the benefits of MO-RID and this was also not very successful so this attempt was not repeated.
- viii. The Committee has sent out reminder emails to members to renew, and yet membership has still decreased.

VIII. Unfinished Business

- a. None

IX. New Business

a. Election/acclamation for officers slate

- i. Peggy Withrow, associate, Fulton moves for the 2012 election to have 2 year term limits for the following positions: President, Vice President, Regions 1, 3, 5 representatives and a 1 year term for Secretary, Treasurer, Regions 2 and 4 representatives. Harrison Jones, Associate, St. Joseph, 2nd the motion.
- ii. Open discussion: clarification on why the President and the Vice President being are on the same term (this is beneficial so that the Vice President can assume President duties without a lapse in time, if they are elected to the position). Richard Laurion clarified that we do not need to vote on this matter, it just needs to be clear that , Treasurer, Regions 2 and 4 representatives will be a 1 year term to follow our by-laws. Peggy Withrow, associate, Fulton withdrew the motion.
- iii. Harrison Jones, associate, St. Joseph moved to accept the slate of officers by acclamation, Mary Zustiak, associate, Joplin, 2nd the motion. All members approved

b. Treasurer appointment

- i. Lisa Bolding, Certified, Lee's Summit nominates Betsy Pendergraft from Carthridge, Mo.
 - 1. No other nominations were made from the floor
 - 2. Betsy Pendergraft accepted the appointment
- ii. Reading of the by-laws on nominations and appointments

c. Region 2 appointment

- i. The board appoints Stacy Bickel, certified, Jefferson City as Region II representative
 - 1. No other nominations were made from the floor
 - 2. Stacy Bickel accepted the appointment

d. Scholars Program renewal

- i. Synopsis of the Scholars program by Lisa Bolding, President
- ii. 3 scholars are now members on the board and are making wonderful contributions to our organization
- iii. Proposal from Lisa Bolding to start the next program in July rather than January 2013
- iv. Comments from Malissia Brooks, Chair- this program has built networking opportunities, self analysis, learning how to provide constructive feedback

- v. Comments from Betsy Pendergraft- enjoy the suggestions on how to improve my work, I've learned a lot from watching other peoples work, it has provided resources and networking for those who work in rural communities. I think starting the program in July will be great because it will correspond with the school year.
 - vi. Comments from Elizabeth Kepler - it's a great program and I agree that starting the program in July will be very beneficial.
 - vii. Question from the floor to the scholars- do you feel that this program has helped improve your skills and that you will test at a higher level? Yes! One scholar stated that she has already tested at a higher level
 - viii. Barbara Garrett suggested that we get more information out there for next year and gather data to bring to DESE to possibly seek additional funding
 - ix. If you would like to be a part of the program please contact the chair Malissia Brooks
 - x. No additional action is needed at this time. We will continue to discuss this at board meetings, if members would like to make comments and cannot attend a board meeting please contact your Regional Representative.
- e. Improved officers' communication plan
 - i. Email plan
 - ii. 30 minute recorded call every week for board meeting
 - f. Officers' retreat
 - i. Lisa would like to have a retreat for the board. This will be beneficial because so many members on the board are new and we want to focus on the Regional Representatives. The board would also like Peggy Withrow to join so that the PPM could be worked on at the same time.
 - g. Dates and locations for 2012-2013 quarterly meetings
 - i. The board will work on this item at the next board meeting due to time restraints at this meeting
 - h. National Office membership support
 - i. Ryan Butts at the National office wants to help us increase our membership
 1. Send a letter to all interpreters licensed in the state for membership
 2. Possibly offer a reduced rate for new national members of RID from the state of Missouri. She suggested that Mo-RID offer a free membership for this year and then RID could give us a stipend or something similar for every XX members that join.
 3. Each new member would be entered in a drawing for a prize (possibly registration for the next national conference)
 4. Have someone from the national office to come to Commission Meeting (have this person be on the agenda) to discuss a topic of

our choice- possibly Professional Development with an emphasis on the Scholars Program

- a. Possibly have someone from the member section
 - b. Possibly have MO-RID approach the commission and see what their goals are and what we can do as an organization to support them
 - c. Propose a joint leadership development with GPA or ??? in St. Louis
5. Will be more “hands-on” with MO-RID with things such as surveys or other items
- a. Suggestion to do this first and then send the letter mentioned in “1” using suggestions and ideas from this.
- ii. AD-HOC: Membership Support Committee to further investigate the items above. The committee will report to the board by July 30th, 2012
1. Chair: Barbara Garrett
 2. Harrison Jones
 3. Stacy Bickel
- i. NIC/MICS skills requisite standards issue
- i. Report from taskforce by Angela Hernton- we will not take any further actions.
 1. Mary Zustiak suggested focusing our organizations time and efforts on items such as Professional development, increasing membership and building strong relationships with stakeholders.
 - ii. Barbara Garrett, certified, Fulton moves that we refrain from being involved with skill level standards revisions at this time, ~~unless invited.~~ Stacy Bickel, certified, Jefferson City 2nd the motion.
 - iii. Michelle Clapp, certified, Kansas City, amends to move to strike the words “until invited” from the motion. Stacy Bickel, certified, Jefferson City 2nd the motion. Supporting members 10, opposed members 7. The amendment is approved.
 - iv. Harrison Jones, associate, St. Joseph, amends to that we refrain from being involved with 2012 skill level standards revisions at this time. Stacy Bickel, certified, Jefferson City 2nd the amendment. Harrison Jones withdraws the amendment.
 - v. All members supported and the motion passes.
- j. Policies and procedures manual (PPM)
- i. The PPM is not ready at this time, we will work on it during the next retreat
- k. Finalization and approval of the 2012-2013 budget
- *this is a proposed budget and if we are unable to raise the funds, we can adjust it as needed
- i. Proposed budget 2012-2013
Income-

Membership (60) \$1800.00
Fundraising- \$3422.50
Total \$5485.00

Expenses

Advertizing \$1000.00
Media <\$487.50>

Operations-

P.O. Box and Office Supplies \$180.00
Reimbursement for Mileage- \$300.00

Training

Presidential Retreat – Bolder Colorado- \$500.00

Public Relations

Region IV and National Conference Registration-\$605.00
Fall Retreat- Region Rep Training- \$1400.00
Spring Retreat/Board Meeting \$250
MO Region 1-5 -\$500.00

Total projected expenses- \$5222.50

- ii. Question from the members about not hosting a conference next year- we want to focus our effort on building our organization and creating a strong foundation. We want to focus on the regions and possibly regional workshops rather than one large conference. Please contact your regional representative; we will work on a plan for during our next retreat. We will still have an annual business meeting and could have a workshop before or after that meeting.
- iii. Harrison Jones, associate, St. Joseph, I move to accept the proposed budget. Barbara Garrett, certified, Fulton 2nd. All the members supported the motion and the motion passed.

X. Announcements and Resolutions

a. Resolutions

- i. Be it resolved that the Board of MO-RID recognizes Crystal Anderson for her two years of service as founding secretary of MO-RID. We will show our appreciation with a round of applause.
- ii. Be it resolved that the Board and Membership of MO-RID recognize Malissia Brooks for her chairmanship of the 2012 annual business meeting and conference. We appreciate her hard work and show our appreciation with a standing ovation.
- iii. Be it resolved that the Board and Membership of MO-RID recognize Dr. Barbara Garret and the William Woods University ASL-English Interpreting Program for their sponsorship of the 2012 annual business

meeting and conference. We appreciate their generosity and show our appreciation with a standing ovation.

- iv. Be it resolved that the Board and Membership of MO-RID recognize Hilari Scarl for outstanding programming at our 2012 conference. We appreciate the special rate Hilari offered us as a new organization and show our appreciation with a standing ovation.
- v. Many thanks to RID Region IV Representative Connie Herndon for joining our 2012 annual business meeting from Lincoln, NE.
- vi. Be it resolved that the Membership of MO-RID recognize the Board for their organization of the 2012 annual business meeting and conference. We appreciate their hard work and show our appreciation with a standing ovation.

b. Announcements

- i. Please visit our website at www.mo-rid.org for updated information about our organization.
- ii. We have committees that need members!
- iii. In January 2013, William Woods University will be starting a top-notch online degree completion program for the ASL-English interpretation program.
- iv. DMH- Fulton State Hospital has a part-time interpreter position available
- v. Have you joined the MO-RID facebook page? If not, please do so!

XI. Adjournment

- a. Harrison Jones, associate, St. Joseph, moves to adjourn the meeting at 10:07pm. Daniel Walker, associate, Butler 2nd the motion. All the members approved and the motion passed.