

## WisASLTA Board Meeting Minutes

The board meeting of Wisconsin ASLTA was held in the Treasurer's home in McFarland, Wisconsin on Saturday, August 25, 2007, at 10 am.

President Stefanie Saltern called the meeting to order at 10:06 am with Vice-President Steph Buell, Treasurer Brian Fruits, and Secretary Kristin Scheibe present.

The minutes of the previous board meeting were approved.

### **President's Report:**

- WAD Conference
  - Made a display board using pictures of past events and current officers. The president, vice-president, and secretary attended the conference.
- WisASLTA logo and brochure
  - Many do not agree with the LaFollette student's logo design, a new logo will be designed by Jerry Saltern. Goal to distribute 5 brochures per member to help in community awareness and recruiting.
- Vlog outline update
  - Reviewed different Vlogs
  - Vlog pending with treasurer's help to videotape then share with officers for editing feedback.
  - President will introduce the website, give a summary of officer reports and goals, announce future General meeting/ workshop, and invite members to join committees and vote on logo, etc.
- ASL weekend
  - Contacted Theresa Schmechel to introduce myself as a representative for WisASLTA on the ASL weekend committee.
  - Theresa requested to have more WisASLTA members involved and indicated main responsibilities in the past included Finances and workshops. Plan to have meeting this fall.
  - Will announce to members to join committee.
- PDC and committee update
  - Contacted several members who are not able to accept PDC.
  - Linda Tripi stated her schedule was overwhelming to take on responsibility as chair but is willing to serve as assistant and recommended Margaret James who suggested a co-chair who is deaf.

- Linda accepted to be Margaret's assistant, both plan to set up a committee and start bi-annual workshop in 2008.
- Master ASL, DeaFirst grant project update
  - Follow up with the committee members.
  - Amy June Rowley responded about her move to California and assigning Ron Byington to take her place.
  - See the meeting notes on group responsibilities.
- National ASLTA conference
  - Approximate total expenses for registration, Chapter luncheon, flight and 3 night hotel is \$781.60. Total divided between President and Secretary who will attend the conference is \$390.80.
  - The treasurer will submit \$80 to National ASLTA for Chapter luncheon (\$40 each officer).

#### **Vice-President's Report:**

- WisASLTA website
  - Worked on updates, revisions, and a new format.
  - A new capability allows officers to each have their own password in order to have blogs and/or to add, revise and delete pertinent information as needed (instead having to funnel all requests through one person).
- By-Laws
  - Obtained commitment for by-laws review from member Ann Cassell.
  - Would like a committee of 2 and submit revisions to the Board. If board is satisfied, the proposed revisions can then be mailed to members and voted on. If the board wants further work, we can see about adding committee members at that time.

#### **Secretary's Report:**

- ASLTA clock hours
  - Collected the previous (2005 to 2007) workshop flyers and attendance lists for record keeping.
  - From now on, will work with professional development chair to collect the record of workshop attendance, certification and flyer
- Memo and minutes update
  - Mailed the general/ board minutes and memo from Brian Fruits to current members
- Jan McCready's Bio and educational objectives

- Contacted the presenter of fall 2008 workshop to get her information for the flyers and RID CEU
- Once get her information, I will work on RID CEU application and make the flyers
- Biennial report submitted to ASLTA
  - It is required to send workshop information, by-laws and members list to keep National ASLTA updated every two years.
- By-laws pending approval by National office
  - Still pending, sent to chapter affiliation by email and currently waiting for response.

### **Treasurer Report:**

- Transfer of Bank Accounts
  - Met with Vaughn Hallada on June 22, 2007 at McFarland State Bank.
  - Opened up Checking Account.
- Financial Report
  - Current balance is \$18,855.27.
  - Money Market for DeaFirst grant.
    - Earn Interest that can go to WisASLTA scholarship
- Membership Cards
  - “Business” cards would function better than “membership” cards due to small membership at this time.
  - Can print business cards for officers and for members as part of the benefits of WisASLTA membership.
- 501c3 Status Permanent address
  - Unsure of what address we should use when filing. Suggested to use an unpublished PO Box strictly for IRS purpose only.
- Letter to Shore to Shore
  - Drop this since issue is now moot.
  - MATC has created more classes.
  - ATI is starting up classes.
- Depositing issues
  - Frustrated with people not depositing checks right away – creates uncertainty if checks were received or not.
- Previous financial info
  - Needs organization.
  - Will have to sort out by years and topic.
- Bought supplies
  - File basket to hold all information.

- Calculator.
- WisASLTA History
  - Began in 1998?
  - Need information for filing with IRS – FEIN#.
  - Should place on our WisASLTA website.

#### **Unfinished Business:**

- Goals and action plans for 2 years
  - Hold till next meeting – motion by Kristin Scheibe and 2<sup>nd</sup> by Brian Fruits – carried
- Certification for K-12, technical college and universities
  - Hold till next meeting – motion by Kristin Scheibe and 2<sup>nd</sup> by Steph Buell – carried
- Fall workshop Details
  - Discuss the ideas of lunch and snack price list
  - Discuss and decided \$35.00 for members and 45.00 for non-member fee for Fall 2008 workshop. All officers agreed.

#### **Announcement:**

- Videotape “ASLTA Evaluation and certification systems”
  - Stefanie just got this videotape and wants someone to hold as responsibility or need place to put. Kristin will be responsible to hold the videotape
- ASLTA Nominations – Officers and great ASL teachers
- Bid to host future ASLTA conference
  - Deadline by October 5, 2007
  - Stefanie will ask all members to vote about whether or not to bid on ASLTA conference
- Ideas to recruit new members

The meeting was adjourned at 12:10 pm

Submitted on October 24, 2007 by: Kristin Scheibe, WisASLTA secretary