

## NYC Metro RID Board meeting minutes January 10<sup>th</sup>, 2007

**In attendance:** Melanie Gershick, Kat Dudina, Lu Massaro, Maria Micioni, Drew Sachs, Dani Schuller, Meri Sulcer, Celeste Owens, Rebecca Friedman

### **1. Announcements:**

- a. General Meeting Location – Our general meeting will be held at 161 West 61<sup>st</sup> Street on the second floor. There is a 6:00 meet and greet for associate members (Meri will clarify the desires of the associate members as to whether or not they want to include certified members or not), and at 6:30 the general meeting will begin. The second half of the meeting will be a mini workshop presented by Debbie Olsen on taking the NIC. In order to receive CEUs for this, the members who attend will need to go to RID's website and download the "Participant Initiated NON RID activity" form (<http://rid.org/cmp.html>) to earn the .15 CEUs for this workshop. More information will be sent out in BITS and will be posted on the metro website.
- b. National RID board meeting – Their board meeting is March 9<sup>th</sup> and 10<sup>th</sup> (Fri and Sat) at Park Central NY Hotel (870 7<sup>th</sup> Avenue). The meeting is open to all members and information will be printed in the metro Newsletter. Additionally, Rachel Coppelli is running for Secretary, so we will need a Region I rep if she is elected. Membership can find forms on National website

### **2. Old Business:**

- a. Metro meeting location is completed. Kat will go to Costco to pick up food for the January 31<sup>st</sup> meeting
- b. Office manager –Aaron Airgood will be our interim office manager and will get the key to the post box shortly. We are, however, still looking for someone on a more permanent basis. The open position will be in newsletter, but has not yet been posted on the website. The position needs to be re-defined since we don't have an official office and then we can make an announcement on the website. Lu will also give Aaron a list of updated address information for mail forwarding. This organization does not do petty cash, so the office manager will be reimbursed for any expenses – keep the receipts!!
- c. Bylaws – There is a proposed revision to the by laws regarding the maintenance of a chapter if there is no VP or President to keep the organization running. The Board that still exists will have a steering committee that will keep the chapter going so it won't fold. Reasoning: The Federal Government stated that all non profits can only have 1 national office and 1 chapter per state. IF we fold, we can't be reinstated. NY has the most chapters. Addendum needs to be voted on, so we will vote on that at the General Meeting  
Additionally, the national office has a bylaws committee and chapters will send their own bylaws to national for feedback, so if anything is glaringly wrong, they will tell you before it is voted on. We need to send the WHOLE bylaws, not just the addendum. Bylaws are on the website. A suggestion was made to add that the President needs to be involved for 6 months so mistakes don't reoccur, to be supportive but hold no responsibilities, but just to keep that link (Maybe stay on for the first 2 board meetings)

## **Committee Reports:**

- a. **Annual Picnic:** Mary Beth Imsho cannot continue to be on the committee this year, however she is willing to help out as an "add on" – have an ad hoc, maybe check with membership at the General Meeting
- b. **WC Social:** Barbara Pflugst needs to think about staying on. She will discuss it with her other committee members.
- c. **Website:** Stephanie Feyne is willing to stay on as chair of this committee. One issue she'd like to resolve is that people tend to send out announcements without including her and then it doesn't get on the website. What would be great is if announcements that go to MetroRidBits also to be sent directly to her. That includes: DIRC, metro mtgs, workshops, board mtgs, etc. so anything the board wants out to the public. We also need to add a budget line for redesign.
- d. **Mentorship Pilot:** Meri is willing to stay on as Chair. There was a lot of paperwork involved in order to receive CEUs, though we came out ahead of the budget – will profit \$317. North Eastern University was generous to support us financially last year, but it most likely will not happen again. We will need to look for other funding sources, primarily through grants and private donations.
- e. **Archives:** nothing to report
- f. **ESAD:** The conference will be held in Rochester, March 31<sup>st</sup> to April 2<sup>nd</sup> They have also recently updated the website. [www.esad.org](http://www.esad.org)
- g. **VRS:** Stephanie Feyne is willing to stay on as chair of this committee and has nothing new to report. She is interested in reading the write-up of the DIRC mtg that was held on the issue of VRS.
- h. **DIRC:** The next meeting will be held January 19<sup>th</sup> from 5:30 – 7:30pm, on the topic of Video Remote Interpreting (VRI). Josh Finkle and Charlotte Lewis will be presenting. Beth Israel has decided to go with VRI- they will wire every room in every clinic for the equipment. The DIRC meeting will provide pizza and we are able to stay there until 9pm.
- i. **CMP:** Karen Jacob is willing to stay on as CMP chair for the 2007 year. She has nothing new to report, however was wondering if her name and email could be changed on the Metro website. Her married name is Karen Jacob and her email address is now [karenjacob@gmail.com](mailto:karenjacob@gmail.com)
- j. **Newsletter:** Janice is looking for another printing business closer to her home, and would like quicker turn around time for reimbursement.
- k. **PDC:** Debbie Swambach is willing to stay on as chair. We really need to keep her informed about workshop ideas, especially for budgetary reasons. For this year– 2 workshops- Bill Moody presenting on International Sign Language, and Drago (perhaps with partner Jennifer) will be presenting on Transgenderism. PDC also asked for an increased budget this year.
- l. **Fundraising:** We can no longer use Columbia's facilities. Hopefully we will get better turnouts for future fundraisers. The last event was difficult for people to attend due to schedule conflicts
- m. **LTA:** Jeff Jaech is willing to stay on as LTA Chair. All available appointments for performance exams at Teachers College through the end of May are booked. Contact Jeff Jaech (212 678 3853, [jaech@tc.edu](mailto:jaech@tc.edu)) to schedule an appointment. The written exam will be held at TC on Saturday, June 2, 9:00-1:00. Applications to take the written exam must reach the RID national office by April 6. As usual, anyone interested in becoming a local test administrator (LTA) should contact the RID National Testing System office at [nts@rid.org](mailto:nts@rid.org) or (703) 838-0030 V, (703) 838-0459 TTY. Compensation for administering exams can be deferred to pay for membership fees, RID products, or national conference registration fees.

## Committee Reports (Cont.):

- n. **General Mtg Interp:** Need 2 interpreters for general meeting, Seasoned and non-certified. Drew will email Stephanie. Mary Beth asked for help so he will send info, need interpreters from 6:30-9pm. Melanie can interpret, so we just need a non certified interpreter.
  - o. **Directory/Membership:** Bram is happy to stay on as chair. He wanted to add VP contact# and wanted to add VRS#. Bram wants a stuffing session with volunteers to mail out membership applications. Sign Talk and DHIS said they would include membership applications in everyone's mailings.
  - p. **Scholarship** – Debbie Olsen is willing to stay on as chair, and we'll 4 scholarships offered for the National Conference (covers registration), by lottery. Will start advertising them in the end of Feb
  - q. **Nominations** – Just make sure there is open communication with the nominations committee. Even though it isn't an issue NOW, it is still important to keep them on the radar
  - r. **Awards** – spoke to Christine, and she knows what she needs to do for this year's award recipients. She may need a refresher for wording and will contact us. For 2006 – individual award is being given to Janice Rimler. Organization award is being given to OMRDD. Can ask if someone from OMRDD can come to the meeting? Debbie Swanback might be interested in representing, but let them know OMRDD is getting an award.
  - s. **Emergency Fund** –no committee, no lead. Need to decide what we want to do with that. No parameters set as to who gets it and that needs to be established. Need to vote on it with membership so we can discuss at metro meeting
  - t. **Metro Location** – nothing to report
  - u. **Recruitment** – going to La Guardia, will decide on a date. Trying to get people to sign on. Do that before the general meeting. Important to bring copies of the application, and it would be great to recruit for office manager. Contact also Seymour Joseph in SI and Mary Bachelor, and Nassau Community College
3. New Business:
- a) 2007 Budget – questions about PDC, numbers will change to reflect one year and a half. PDC is already changed. Any additions to the budget line need a vote on a separate budget line. We can discuss website at the next meeting. Last year donations were over \$3000. Predicted for this year, a little under \$3000. Will increase a bit for a year and a half, assuming membership will remain the same.
    - a- Conference Support – talked about how to participate as a chapter – we raised the amount for national this year to \$1000. Talked about having metro do the banquet for the next Region I conference...NOT to be held in NYC (too expensive for people from out of state). Maybe we could co-sponsor a workshop. The Board must approve final budget.
    - b- Bank – we've been using Amalgamated Bank and their hours are inconvenient. Looked into Citibank and Commerce. Kat can use her address as physical address. Should we change the bank? Need to have 3 signatures, so they will be Maria, Lu and Kat –moving business to Commerce.
  - b) Newsletter (How many for the year?) – have 3 general meetings; will be out before those meetings. We should plan on 6 newsletters
  - c) Awards – already discussed

- d) Board meetings – next one will be at PS 47 on March 21st...from here on out, the location needs to be set AT LEAST 2 weeks before hand. Lu will contact Stephanie to let her know, ground floor conference room
- e) File storage – Lisa has things at her home, Rachel has binder, etc. Call Lisa and get things from her. Lu will contact Lisa – Maria will go with Lu to go through the files. Dani has a basement and said we could store the files there, but first let her know how much stuff she can expect.