

12/19/04 – Metro Board – 4:26 Christina Trunzo-Mosleh (CTM) calls her first meeting to order!

1. Welcome to the new board. CTM advised all to check out Metro’s website for detailed information about our organization and passed out a copy of the bylaws and guidelines from 1999, which may need to be revised. Each board member is responsible to be a liaison to committees and can find detailed information about their responsibilities in the Bylaws, Guidelines and on the Website.
2. Board
  - a. Position of secretary is vacant, as is the Newsletter position. We must advertise (because not everyone checks RID Bits and website.) Sam Tallerico offered to put together a “minimalist” 1<sup>st</sup> newsletter of the year if the board is unable to find someone willing to take on that task.
  - b. CTM passed out a list of standing and ad hoc committees for each board member to pick their preferred committee to act as liaison for. Once the position is delegated to them, that board member then has to contact the committee chair and see if that person is interested in staying on, and if not, we all are responsible to look for a replacement. From then on, we will contact the committees once a month to “check in”, and submit a report to the board.
  - c. CTM reminded the board we are representatives of our members, so if anyone brings complaints or suggestions to us, we are responsible to bring those issues up with the board.
  - d. CTM wants to be sure new board members know what they are responsible for, it’s a good idea to read the bylaws, which in turn we may need to revisit and update soon. CTM wants the board to be comfortable and have a fun-filled, exciting year ahead of us.
3. Meetings
  - a. General Meeting Schedule – 7:00 PM, at the Lighthouse
    - i. The following meeting schedule is tentative, because of the current motion to reduce the number of general meetings per year by 2, which would then mean Metro will have 4 general meetings a year. As meetings stand currently, we have 3 Professional Developments and 3 associate meetings per year at 6:00 PM, before the general meeting occurs. CTM reminded all that general meetings AND board meetings are open to everyone.
      1. Thursday, January 27, 2005 (with associate meeting at 6:00 PM)
      2. Monday, March 21, 2005
      3. Tuesday, May 24, 2005 (Westchester)
      4. Saturday, July 23, 2005 (Professional Development – all day)
      5. Wednesday, September 21, 2005

6. Thursday, November 3, 2005
- ii. Board meeting schedule (6:00 PM – 8:00 PM @ the Lighthouse):
  1. Thursday, February 10, 2005
  2. Tuesday, April 12, 2005
  3. Wednesday, June 22, 2005
  4. Saturday, August 20, 2005 (all day “retreat” – location TBA)
  5. Monday, October 24, 2005
  6. December – date TBA
4. Treasurer’s report
  - a. CTM inquired as to who does the fundraising for conventions, the board will be responsible for that...some suggested activities could be a social, raffle, game night, etc. This money then can be given as scholarships. On a separate note, perhaps Maria Micioni would be a good person to be board liaison to the fundraising committee since she was the fundraising committee this past year.
  - b. The \$600 we have as general scholarship money is not being used...the liaison will take on responsibility for contacting the committee chair and help advertise the free money!
  - c. The income line for professional development seems high since there was no money taken in last year...perhaps treasurer should reduce the amount to \$1500.
  - d. Our rent at the lighthouse may be increased from \$220 to \$500, but we’re unsure if the new contact person (Sylvester O’Connor) at the lighthouse may be unaware of our long history and deal we have there. Sam is waiting to hear back with confirmation of rent costs. If rent is more than doubled, we may need to start looking for alternate locations for our meetings. If our rent stays the same, and the proposal for 4 general meetings a year is approved, then maybe Metro might want to host 4 meetings and 2 social nights at the lighthouse.
    - i. Melanie Girshick (MG) asked about getting an updated contract with the Lighthouse to avoid these issues in the future.
    - ii. Diane Bostic (DB) asked if rent is increased, we should inquire as to what extra services the Lighthouse will provide for us in return (such as getting a separate TTY line in the office, so TTY can take messages, or hang the plaques up in the office.) Perhaps if rent is increased, we can hold our meetings in a different room. CTM agreed and thinks the cafeteria is too vast and has uncomfortable lighting.
  - e. CTM reminded treasurer to include the extra expense in the treasurer’s report of \$250 for a ¼ page ad in National’s conference program wishing them well. Rachel Nekoukar (RN) suggested adding that to the miscellaneous category, since it is not an annual event...RN suggested to include an itemized list of expenses covered under miscellaneous.
5. General discussions:

- a. CTM suggested the board has lots of monthly business to take care of, but wants all to have an exciting project we feel strongly about...CTM asked board for suggestions and stated her own was creating mentoring opportunities.
  - i. MG recently called Dennis Cokely and set up mentoring workshop for DHIS staff interpreters...perhaps Metro can do the same.
  - ii. CTM was concerned about a fee for Dennis Cokely and Metro has no money set aside for mentoring...perhaps we can apply for LaGuardia's grant. The Peer-to-Peer mentoring workshop will be held this year and hopefully that will address some of these concerns. RN, MG. Christine Iannone (CI) along with CTM volunteered to support fostering more mentoring opportunities.
  - iii. DB and Christine Quinton (CQ) want to increase membership and find out why members are inactive. Perhaps they can do outreach.
    - 1. We need to be approachable, have greeters at the door, perhaps wear name tags, make first 15 minutes social, where you have to meet 3 new people. Our members might not feel comfortable coming to meetings.
  - iv. MG wants to see more support within the interpreting community and less competitiveness.
    - 1. CTM suggested creating some type of "support" group because when people realize we have similar interests or fears, bonds are forged.
    - 2. CQ reminded all how successful the break-out groups were at one meeting last year and perhaps we can do that again.
- b. CTM emphasized that she wants to not only run the organization and take care of "as needed" business, but also wants to include what we WANT to do for this organization.
- c. Directory
  - i. CTM passed on a suggestion made by a member to print the Metro calendar year (January) and National calendar year (June) in the first few pages of the directory since they are different and many people forget when to renew their dues.
  - ii. DB suggested eliminating the TTY phone number from the directory, since there is no direct TTY line and TTY can't take messages. In place, put an e-mail contact.

Meeting adjourned

Respectfully submitted, Rachel Nekoukar