

## MIRID EXECUTIVE BOARD MEETING MINUTES

Regular Meeting

June 6, 2016

Telephonic 7:30pm - 9:30pm

Attendees: Naomi Gotlib, Andi Chumley, Stephen Decator, Cindy Wood, Mitch Holaly, Darci Schulze

Excused: Kat Vogtmann, Laura Gonzalez, Ge Moody

President Naomi Gotlib called the meeting to order at 7:32 pm. Secretary Mitch Holaly recorded the meeting minutes. Quorum was met through a simple majority of the Board being present in adherence with the Bylaws.

The agenda is accepted by unanimous consent.

Andi Chumley moves to approve the meeting minutes from February 29, 2016. Motion carried.

### Reports

- President - Naomi Gotlib
  - Pertinent items will be discussed during New Business
- Vice President - Andi Chumley
  - The CMP Committee to investigate becoming a CEU sponsor has been formed. Members include: Erin Seipke-Brown, Megan Seipke-Dame, and Darci Schulze
  - We have signed contracts from both presenters for the Fall professional development days
- Secretary - Mitch Holaly
  - The Spring Mini-Workshops held in Saginaw were a great success. Twelve individuals attended both workshops. The presenter, Ann Marie Shibley, indicated that she would be willing to present again.
- Treasurer - Cindy Wood
  - Meeting with Shawn Spearman this coming week to work out details pertaining to Quickbooks and MIRID bank accounts.
  - Payment to Spring Conference presenter is in the process of being sent.
  - Would like to look into alternatives for co-signing MIRID checks. Due to distance and infrequent in-person meetings, the current process is laborious.
    - Article X Section 2:
      - Checks and notes shall be signed by the treasurer and be countersigned by the president. The president may authorize the secretary to countersign specific checks as needed.
    - A change in this process would require a Bylaw amendment per Article XIII Section 1:
      - Amendments to the by-laws must be ratified by a two-thirds (2/3) vote of those voting with notification of proposed changes given sixty (60) days prior to the meeting.
    - Naomi will inquire with other Affiliate Chapters regarding their check writing/financial authorization protocol.

- Cindy will make contact with the Board's Directors and Officers insurance provider to seek guidance for proper financial separation of powers.
- DMAL - Kat Vogtmann
  - Excused due to technical difficulties with Sorenson VRS
- MAL - Stephen Decator
  - In conversations with a potential Fall Conference chairperson
  - Has a potential workshop dealing with Grief/Loss/Death
    - Upon Board request, Stephen will ask the presenter if they are available in September 2016 or January 2017
- Publications Manager - Laura Gonzalez
  - Excused from meeting but submitted a written report

#### New Business

- CMP Committee - Darci Schulze
  - Currently working through the 40 page CMP packet from RID
  - Megan Seipke-Dame plans to email the Board an update
  - Darci asked Board members for an specific questions they would like the Committee to investigate. Board members inquired about application deadline, annual fees, a preliminary work flow, perceived greatest challenge, etc.
  - President Naomi Gotlib thanked Darci and the CMP Committee for their work and willingness to serve.
- Board Member Attendance at Meetings
  - President Naomi Gotlib reminded Board members that both the PPM and the Board member agreement outline the requirement for Board members to be present for meetings, especially the biannual General Business meetings. Members are also required to inform the President when unable to attend in order to be excused.
- Spring Conference Financial Report
  - Final Numbers - Tabled until Cindy has been able to met with Shawn to discuss Quickbooks and MIRID bank accounts
  - Donation - in addition to the items that were collected from conference goers and the money donated from Toni Ufolla, MIRID plans to make an additional Financial contribution to HAVEN of Oakland County. All Board members support this idea but would like to see the final numbers from the conference before determining the amount.
- Fall Conference
  - Presenters
    - Have signed contracts from both
  - CEUs
    - Andi and Mitch will work together on processing RID units through CATIE Center and BEI/Endorsement Units through DODDBHH
  - Fee structure
    - Naomi and Cindy will work together using the fee structure worksheet once the details of the presentation timing is determined
  - Workshop checklist
    - Mitch to make proposed revisions for Board's approval
- Policies and Procedures Manual Revisions Vote

- **EB MOTION 16-008:**Andi Chumley moves to accept the proposed changes to the MIRID Policies and Procedures Manual.
- Aye: Stephen, Andi, Cindy
- Abstain: Mitch
- Motion carried
- Robert's Rules of Order Training
  - Cindy is investigating possible training
  - Board would like to try to make this training open to membership and provide general studies CEUs
  - Training must take place on a Sunday to accommodate the Board's schedule
- Thank you Kat!
  - The Executive Board thanks Kat Vogtmann for her many years of service to MIRID. Her passion and insight was of great benefit to the Board and the interpreting profession in Michigan.
- DMAL Vacancy
  - Board discussed the great importance of having a Deaf perspective on the Board
  - Possible presidential appointees were discussed
  - Discussion turned to MIRIDs need to promote and support perspective and current CDIs in Michigan
    - Strategies were discussed and Board members will brainstorm further to address more in depth at July's Board meeting.
- Spring 2017 Conference
  - Potential topics and presenters were discussed.
  - Stephen will make preliminary contact with potential presenter
  - Location will likely be Detroit/Metro-Detroit
- Budget
  - Tabled until Cindy has been able to met with Shawn to discuss Quickbooks and MIRID bank accounts
- Michigan Coalition for Deaf, Hard of Hearing, and Deaf-Blind People MOU
  - **EB MOTION 16-009:**President Naomi Gotlib requested approval from the Board before signing the MOU for the Michigan Coalition for Deaf, Hard of Hearing, and Deaf-Blind People. Board approves by unanimous consent.

#### Adjournment

- Stephen Decator moves for adjournment. Motion carried.
- Adjourned 9:28 pm

Mitch Holaly, Secretary