

MIRID EXECUTIVE BOARD MEETING MINUTES

September 18, 2016

10:00 am – 2:00 pm

Regular Meeting, In-person

Panera Bread

41950 Ford Rd., Canton, MI 48187

Attendees: Naomi Gotlib (President), Andi Chumley (Vice President), Cindy Wood (Treasurer), Mitch Holaly (Secretary), Stephn Decator (MAL), Laura Gonzalez (Publications Manager), Wendie Holston (Student Committee)

President Naomi Gotlib called the meeting to order at 10:08 am. 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 accept the previous meeting minutes from 7/17/16 and 8/23/16 as read. Motion carried.

Officer Reports

- President – Naomi Gotlib
 - Attended the Region 3 Presidents conference call. Most of the time was spent discussing the new conference structure of the RID national conference. An FAQ has been posted on RID's website that members can view to better understand the conference structure.
 - The Region 3 2018 Conference will be held in Wisconsin.
- Vice President – Andi Chumley
 - All pertinent items to be addressed later in the agenda
- Secretary
 - Membership currently totals 169
- Treasurer – Cindy Wood
 - Account Balances
 - Checking - \$13,176.34
 - Savings – No change from last report
 - President Naomi Gotlib requested a breakdown of the savings account and its earmarks be reported at the October board meeting.
 - Audits
 - Internal audit is scheduled for Sunday, September 25, 2016. Three MIRID members have been recruited to conduct the audit.
 - Treasurer Cindy Wood is in the process of scheduling an external audit.
 - Taxes
 - Treasurer Cindy Wood is in contact with Courtney (the CPA used last year) to complete the taxes for November.
 - QuickBooks

- Treasurer Cindy Wood was authorized to investigate taking a QuickBooks training.
- MAL – Stephen Decator
 - Has been in contact with Father Mike and he is willing to present a workshop at any time.
 - Will set up a conference call with Spring 2017 presenter, President Gotlib, Conference Chair Ann Marie Shibley, and James Cech
- Publications Manager – Laura Gonzalez
 - MIRID Logo
 - Will be reviewing options and making suggestions for edits.
 - DODDBHH Advisory Board
 - Attended the September 16th Advisory Board meeting and reported on upcoming events.
 - Spoke with Director Urasky and she is interested in meeting with the Board to collaborate.

Old Business

- Fall PD Days
 - Conference Chair James Cech emailed the Board an update. The report issued status of CEUs, presenter contracts, hotel room block, exhibitors, advertising to the Deaf community, and endorsement paperwork.
 - Based on the new presenter, the budget was adjusted.
 - Publications Manager Laura Gonzalez will work on a display board to showcase the Executive Board and Secretary Mitch Holaly will develop a board to highlight the accomplishments and upcoming initiatives of MIRID.
 - Vice President Andi Chumley will review the sign-in/sign-out protocol, CEU documentation, and name tag/lunch ticket/voting card distribution.
 - Secretary Holaly will send Chair Cech a copy of the electronic workshop evaluation.
- Ethical Discussion Groups
 - Still waiting for response from the DODDBHH on endorsement CEUs
 - Namoi to follow up with interested parties regarding hosting EDGs and becoming facilitators
- CMP Sponsorship
 - Committee is having a hard time getting in contact with RID HQ
 - **EB MOTION 16-013:** Mitch Holaly moves MIRID not pursue CMP sponsorship at this time due to limited capacity. Seconded.
 - Discussion: Mitch Holaly noted concerns that CMP sponsorship requires significant human capital. Additionally, he has concerns that if the CMP Committee is unable to maintain full membership, these duties will fall back to the Executive Board.
 - Call for Vote:
 - Aye: 1
 - Nay: 3
 - Abstain: 1
 - Motion fails

- **EB MOTION 16-014:** Andi Chumley moves MIRID apply to become a CMP sponsor through RID. Seconded.
 - Call for vote:
 - Aye: 4
 - Nay: 1
 - Motion Carried
- Robert's Rules of Order Training
 - **EB MOTION 16-015:** Andi Chumley moves to pay Dee Robertson \$100 to provide Robert's Rules of Order training to the Executive Board. Seconded. Adopted by unanimous consent.
 - Vice President Chumley will be in contact with Mrs. Robertson and the Board to schedule the training.
 - The Board may also invite a few individuals to be trained to act as parliamentarian at future events.
- Budget '16 – '17
 - Treasurer Cindy Wood will draft a budget and distribute it to the Board prior to October's Board Meeting.
- Bylaw Amendments
 - In anticipation of the general business meeting on November 20th, 2016 and in accordance with Article XIII of MIRID Bylaws...

ARTICLE XIII. AMENDMENT OF BY-LAWS 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.

... the MIRID Executive Board has six proposed amendments. Amendments are listed below with proposed edits highlighted in yellow. Items that appear with a line through them indicate existing bylaw language that the Board is proposing to remove. Following each proposed amendment a brief rationale is given.

- Proposed Amendment 1

ARTICLE VI. DUTIES OF EXECUTIVE BOARD AND BOARD OF DIRECTORS

Section 1. President

C. shall, with the approval of the executive board, appoint a committee of three (3) members to audit the treasurer's records **at anytime. A minimum notice of 14 calendar days must be given to the treasurer;** and

RATIONALE: This will increase the ability of oversight on financial transaction while providing adequate time for the treasurer to prepare.

- Proposed Amendment 2

ARTICLE VI. DUTIES OF EXECUTIVE BOARD AND BOARD OF DIRECTORS

Section 3. Secretary

~~C. shall be the tertiary signer on checks for the disbursement of monies.~~

Removed from Section 3. Secretary and moved to Section 2. Vice-President to appear with edits:

D. shall be bonded and the tertiary signer on checks for the disbursement of monies.

RATIONALE: Transfers the financial authority from the Secretary to the Vice-President who is covered by MIRID's bond insurance.

○ Proposed Amendment 3

ARTICLE VI. DUTIES OF EXECUTIVE BOARD AND BOARD OF DIRECTORS

Section 4. Treasurer

B. shall be responsible for an accurate accounting of all membership dues and issuance of membership cards and receipts; and

RATIONALE: With the exception dues accounting, membership duties have been transferred to the Secretary.

○ Proposed Amendment 4

ARTICLE VI. DUTIES OF EXECUTIVE BOARD AND BOARD OF DIRECTORS

Section 4. Treasurer

~~F. shall send membership dues notices during the month of May each year; and~~

Removed from Section 4. Treasurer and moved to Section 3. Secretary to appear with edits:

C. shall send membership dues notices during the month of May June each year; and

RATIONALE: With the exception dues accounting, membership duties have been transferred to the Secretary.

○ Proposed Amendment 5

ARTICLE X. FINANCES

~~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.~~

Replaced with:

Section 2. Expenses will be administered by the treasurer only after two (2) other bonded

Executive Board members have approved the expense amount in writing (i.e. email)

RATIONALE: This removes the inefficient requirement of physically co-signing checks, while still providing appropriate oversight to the administration of expenses.

○ Proposed Amendment 6

ARTICLE XIII. AMENDMENT OF BY-LAWS

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)~~ thirty (30) days prior to the meeting.

RATIONALE: Due to the rapid speed at which MIRID is able to communicate to the membership via technology (i.e. email), thirty (30) days is sufficient time for the membership to be informed regarding proposed Bylaw amendments.

- **EB MOTION 16-016:** Andi Chumley moves to propose all six bylaw amendments to the MIRID membership prior to September 20th, 2016 in order to vote for ratification at the general business meeting on November 20th, 2016. Adopted by unanimous consent.

- Student Committee

- Wendie Holston (Mott Student) attended the meeting and has volunteered to be part of the Student Committee.
- Wendie will research other affiliate chapter's student committees to gain perspective regarding the scope of possible duties
- Vice President Chumley requested that Wendie compile a list of priorities for the student committee to be submitted to the Executive Board.
- Interpreters of Color
 - Secretary Mitch Holaly will begin to inquire with interpreters of color and related organizations (NAOBI, Mano a Mano, etc.) how MIRID can be inclusive and support any unique needs they may possess. He will collate his findings and report back to the Board as a whole.
- Possible Workshop Partnership
 - Vice President Andi Chumley was approached about a possible partnership between MIRID and another entity. The Board requested that she inquire into some details prior to making any commitment.

Next Board Meetings

- October 27th, 2016: 7:30pm – 9:30pm, GoToMeeting
- November 20th, 2016, General Business Meeting, Fall PD Day, Mott Community College
- December 15th, 2016: 7:30pm – 9:30pm, Telephonic/GoToMeeting

Adjournment

- Laura Gonzalez moves for adjournment. Motion carried.
- Adjourned 1:56 pm