



OCRID Board Meeting 1/16/16

MINUTES APPROVED 8/10/2021

1) Call to Order 9:29am

- 1) **Roll:** Anthony Nelson, Sara Yurkovic, David Shanahan, Steph Jones, Grace Artl (late)
Absent: Bobbie Huebner, Madi Reno

2) **Treasurer Report** (Sara Yurkovic, Treasurer)

“Quickbooks” - Tutorial

Allows categorizing spending while producing checks in the software

Including multiple categories, ex. paying mileage and presenter fees in one check

Printer Dependent

Will need to be re-synced for the next Treasurer

OCRID printer isn't working, Sara Yurkovic is using her personal printer

Anthony Nelson will donate a printer/scanner/fax to the organization

Capability to use this for membership database

Would allow us to include RID member numbers

Would allow us to invoice members for automatic invoicing

To be ignored or serve as a renewal reminder

Could add late fees

We will have to export from constant contact to get this set up

In system the word “pledge” is used for the any incoming funds due to our Non Profit Status

Production of bills will not use “pledge” but will use “invoice” when billing

Categorizes into due, overdue, etc

\$5,000.00 or less in online payments allow beautiful online payment option to be free

Running total could be part of treasurer's standing report

Conference registrations will now be

1) Google form

2) System will email an invoice

3) Member can use invoice to pay

Allows us to send people money instead of printing a check

Less than \$12.00/month for this calendar year

Due to a promotion sent by Quickbooks in January

Impacts to the Member at Large Position?

Allows collaborative use/effort opportunities

Do we lose any benefits from Constant Contact?

Original Constant Contact use was a part of the transition from printed Navigator

Does social media replace the need for this as a tool?

Formatting options in mass email

Although not as extensive Google has templates that allow this

What is it costing right now?

Capacity to define membership list to active and non-active members

Other job responsibilities

Managing membership

“Constant Contact” maintenance - notice

Research into “Constant Contact” pricing and tools

4) **CMP Report** (Anthony Nelson, President for Susan Harvey, CMP Coordinator)

Upcoming Events

2/20/2016 - Wright State University, Dayton 9:00 AM - noon, "Presidential Meet and Greet"

2/27/2016- Public Library, Sandusky 9:00 AM - noon, "Presidential Meet and Greet"

Intended to reach Northern Ohio

\$5.00 fee for refreshments sent by David Shanahan to the library

Encouraged by Sara to submit receipts for the baking ingredients and the fee to bring refreshments

Organized by David Shanahan

March 2016 - Anthony Nelson will approach DSC (Deaf Services Center) about using their space for this in March

Intent

What is membership looking for from the board?

Reminders to membership regarding CMP needs.

Honest dialogue.

Action Items From Previous Meeting

- David Shanahan will continue to plan these outreach/social events. (DONE)

- Anthony Nelson will get in touch with Susan Harvey to have her contact Madi Reno for clarification on what future event planning ideas have started being developed for the Dayton area. (DONE)

3) **Membership Report, Bobbie Huebner (resigned)**

- a. (Anthony Nelson, President or Bobbie Huebner, CMP Coordinator)

Bobbie Huebner has submitted her resignation to the board. Currently she does not have access to the physical data.

Anthony Nelson reached out to Verne Taylor via email and hasn't heard a response as of yet. Sara Yurkovic encouraged contact through Facebook. Anthony Nelson will also contact Linda Mahmood.

Log-ins need to be received.

Anthony Nelson reached out to Ben Hall regarding (update... ran behind here before 1:11)

Action Items From Previous Meeting

- Anthony Nelson will extend this invitation to make a liaison position through an ad-hoc position to OAD (Ohio Association of the Deaf)?

- Anthony Nelson will contact Ben Hall to ask him to give us more notice on these invitations. (DONE)

- Anthony Nelson will have a response letter sent to Ben Hall before the December 11, 2015 meeting. (DONE)

- Anthony will reach out to interpreters outside of the role to see if there's any interest in serving in this capacity or attending the initial meeting on the 12/11/15.

Organizational Membership Requirement for CMP Processing - Past discussion on this matter clarified.

Action Items - Contact Susan Harvey and request she chair an "ad hoc committee" or to as herself set a policy regarding CMP Processing Policies. This would be opened to the membership. (Anthony Nelson)

Action Items From Previous Meeting

- Susan Harvey needs to share this decision with the organizations who often need CMP processing. Effective date should reflect July 1st

- Anthony Nelson will ask Susan Harvey for the guiding document that spells out free CMP processing for individual members.

- Anthony Nelson will look into these processes on a national level to be sure decisions we make are consistent.

- Grace Artl will ask Kristie Cassanova DeCanales for the appropriate contact person to discuss this with at "Mano-A-Mano" and pass that to Bobbie Huebner.

- Bobbie Huebner will research options.

4) **Conference Report** (Grace Artl, Vice President)

Meeting today 12:30pm

Presenter deadline closes January 31st. No submissions but interest has been expressed.

Reaching out to Julie Stewart for Educational Track
Stephanie Bowman has been reached out to
Erica West-Oydele has been reached out to
Dave Coin will be submitting
Joseph Hill declined
Amy Delorenzo is contacting Jason Herbers in Cincinnati for a "ProTactile" related presentation

Friday night will be "Wine and Canvas" type programming 9:00-11:00pm approx.

- Organized through Amy Delorenzo
- Led by Rose Larson
- Nominal fee to support materials will be separate from the conference registration
- Options of \$10, \$20 or \$30 pending the size of the canvas
- Still exploring how to make this CEU eligible

Saturday night activity will likely be Academic Bowl for Interpreters
Organized through Amy Delorenzo

Logo has still to be drafted.

"Being Organized" by Austin Kocher
Rose Larson submitted multiple drafts

Anthony Nelson would like workshop descriptions to include references to how the work applies to community interpreters, agencies, and educational interpreters

Sponsorships are being organized by Alex Childs and Michelle Doyle
New sponsorship options provide more and cheaper packages

7) **Website Updates** (Steph Jones and Anthony Nelson)

Action Item - Steph Jones will research Josh Gallagher to find his contact information. She will then email Josh for a copy of the contract, and upcoming invoices due.

Action Items From Previous Meeting

- *Bobbie Huebner, have these update requests been sent to Josh Gallagher?*
- *Anthony Nelson will contact Josh Gallagher for a copy of his contract with us or the contract expiration date and what services are included in that contract.*

5) **Mentoring Program Report** (Steph Jones, State Rep)

Theoretically happening.

One mentee has not responded at all.

One mentor is upset about having to pay for participation.

Any participants drops will equate to cancellation of the program due to an insufficient number of participants. Suggested mandatory RSVP to cancel in advance if needed. If this doesn't come through, can do more directed marketing at the annual conference.

6) **PPM/Bylaws Discussion** (Lynda McChesney, Secretary)

Action Item - The board Review the PPM drafted documents. Lynda McChesney will identify the most complete draft type. The board will attend to next step options during February's meeting.

Action Items From Previous Meeting

- *Lynda McChesney will upload the PPM draft to the google drive for review by the board. (DONE)*

10) Future Meetings (Lynda McChesney, Secretary)

Wed, Feb 17, 2016 at 7:30pm-9:30pm - Google Hangout

David Shanahan is unable to attend.

Grace Artl and Sara Yurkovic will be joining late.

Sat, March 19, 2016 at 9:00 AM - noon - OSD Conference Center

The next quarter of meetings will be decided upon at the March meeting. April meeting will coincide with the conference at a date TBD.

Action Item - Lynda McChesney will see if OSD's (Ohio School for the Deaf's) conference center can be reserved for the March 2016 meeting.

Action Items From Previous Meeting

- *Bobbie Huebner, can you reserve these dates for OSD?*

- *Steph Jones, has updated the website with these meeting dates/times.*

11) Region III Conference (Anthony Nelson, President)

No updates at this time.

7) Meeting Adjourned 11:47am

Action Item - Lynda McChesney update Steph Jones's email address, then put this on the "Google Drive".