

OCRID Virtual Board Meeting Minutes

8/10/2021 at 7:15 PM

APPROVED 10/12/2021

**OCRID Board of Directors' Meeting**

**8/10/2021 at 7:15 PM – Called to Order: 7:19 PM (Quorum established)**

**Absent:** Amanda Gallof, Director of Membership sends her apologies for not being able to attend tonight's meeting & has emailed her report seen below.

As of July 1, 2021	7/13/21	8/10/2021	9/14/2021	10/12/2021
<b>OCRID Board of Directors' Roll-Call</b>	Virtual Mtg	Virtual Mtg	Virtual Mtg	Virtual Mtg
<b>President, Chelsea Sudar</b>	P	P		
Director of <b>Programming</b> , David Shanahan	P	P		
Director of <b>Finance</b> , Janna Chadwell	P	P		
Director of <b>Meetings</b> , Vicky Emerson	P	P		
Director of <b>Membership</b> , Amanda Gallof	P	A		
Director of <b>Communications</b> , Chelsey Ingalls	P	A		
Director of <b>Community Relations</b> , Julia Finocchi	P	P		
<b>Committees</b>				
CMP BoD Liaison: Kara Bull	P	A		
CMP Committee: Shalene Germani, Sara Yurkovic	-	A		
PPM Chair/committee	-	-		
Awards Chair: -	-	-		
Awards Committee: -	-	-		
Conf. Planning BoD Liaison: David Shanahan	-	-		
Ed. Interpreter BoD Liaison: Julia Finocchi	P	P		
Ed. Interpreter Committee: Phyllis Adams, Kelli Henery, Chelsey Ingalls, Colleen Ticherich	P	P		
Bylaws Chair: Pam Brodie	-	-		
Bylaws BoD Liaison: Vicky Emerson	-	-		
Bylaws Committee: Arriana Bedgood, <b>Sara Bianco</b> , Jordan Reusser, Jean Parmir	P	P		
Mentorship BoD Liaison: <b>Vicky Emerson</b> Mentorship Committee: Kara Bull, Dru Gentner	-	-		
Licensure/Standards BoD Liaison: <b>David Shanahan</b>	P	-		
Licensure/Standards Chair: Jay Gates & Anne Donnelly Linda Adams, Rebecca Conrad Adams, Arriana Bedgood, Sara Bianco, Priscilla Doudt, Jean Mendis, David Shanahan	P	P		
<b>Visitors</b>	-	-		

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## Officer Reports

### ❖ President, Chelsea Sudar *(present)*

1. **Director Reports** - this is the time for the director to report things they have done in the last month. This is not time for them to bring up ideas or open it up for questions. Your report should include the action items from the last meetings that you have completed. In order to be more efficient, I am now asking that you **submit your report to Vicky Emerson, Director of Meetings ([meetings@ocrid.org](mailto:meetings@ocrid.org)) by the Monday before the meeting.** I do not expect it this coming week, unless you can. The purpose for submitting the report before is so that Vicky can compile it into the agenda and send it to us **PRIOR** to the meeting. This allows each director to read the reports before the meeting. During each Director Report, I will open to comments/questions **DIRECTLY** relating to their report. If you have any other comments/questions, this needs to be added to New Business.

**Committee Reports** - see above: I plan to have this done the same as Director Reports.

**Old Business** - this is anything from previous meetings that has not been resolved or decided. There shouldn't often be too many Old Business items.

**New Business** - **anything** you want to discuss, get ideas from, make a decision on, and must be submitted to New Business. This is where we should be spending most of our time. The reports should be quick and painless. This is the meat of the meeting. Here will we make motions to discuss and decide on any pertinent information that requires Board approval.

2. PC Updates – President's Council has been meeting monthly. Still no Region III rep since Marva Johnson resigned. Focus is on Region III Conference and getting those details prepared.

#### 3. Action Items

ACTION ITEM# A2021.06.08.13 (Chelsea Sudar, President) Due: 7/13/2021 – **Completed** 8/10/2021: defer to committee

Email your decision to Educational Interpreter Committee members regarding the possible addition of a new committee member.

**"I trust the Educational Interpreter Committee to make this decision."**

ACTION ITEM# A2021.06.08.14 (Chelsea Sudar, President) Due: 7/13/2021 – **Completed** 8/10/2021

Email your decision to Educational Interpreter Committee members regarding the possible addition of a new committee member: Jen Vandergrift Hughes

ACTION ITEM# A2021.06.08.15 (Chelsea Sudar, President) Due: 7/13/2021 – **Completed** 8/10/2021

Email Board & Licensure/Standards Committee the "Ad-Hoc Survey" results to review & discuss.

ACTION ITEM# A2021.06.08.18 (Chelsea Sudar, President) – Due: 7/13/2021

Email Sara Bianco to inquire as to how many ASLTA members are also OCRID members.

ACTION ITEM# A2021.07.13.05 (Chelsea Sudar, President) Due: 8/10/2021 – **Completed** 8/10/2021

Update the OCRID website to reflect Janna Chadwell's biography to state "RID Certified"!!!

ACTION ITEM# A2021.07.13.16 (Chelsea Sudar, President) Due: 8/10/2021 – **Completed** 8/10/2021

Email Chelsey Ingalls, Director of Communications the passwords for any social media accounts, esp. [Facebook](#).

ACTION ITEM# A2021.07.13.19 (Chelsea Sudar, President) Due: 8/10/2021 – **Completed** 8/10/2021

Research OCRID's Bylaws and PPM for stipulations for changing the official logo.

ACTION ITEM# A2021.07.13.20 (Chelsea Sudar, President) Due: 8/10/2021 – **Completed** 8/10/2021

Assist Chelsey Ingalls with accessing the official OCRID Director of Communications' official email and Google Drive account.

ACTION ITEM# A2021.07.13.28 (Chelsea Sudar, President) Due: 8/10/2021 – **Completed** 8/10/2021

Host a series of Town Hall Style meetings or forums both virtual & in-person for membership to discuss their request to change the BoD titles and responsibilities including potentially adding Member at Large (MaL) & Deaf Member at Large (DMaL)

**"Will discuss in New Business"**

ACTION ITEM# A2021.07.13.29 (Chelsea Sudar, President) Due: 8/10/2021 – **Completed** 8/10/2021

Email BoD the "Ad-Hoc Survey" results.

ACTION ITEM# A2021.07.13.39 (Chelsea Sudar, President) Due: 8/10/2021 – **Completed** 8/10/2021

Reserve the 2021 OCRID BoD meetings for 8/10/2021, 9/14/2021, 10/12/2021, 11/9/2021 & 12/14/2021 for 7:00 PM-9:45 PM EST.

**ACTION ITEM# A2021.08.10.01:** (Chelsea Sudar, President) Due: 9/14/2021

Email Julia Finocchi, Education Interpreting Committee Liaison to ask for a presentation to the Board.

**ACTION ITEM# A2021.08.10.02:** (Chelsea Sudar, President) Due: 9/14/2021

Email David Shannahan, Standards & Licensure Committee Liaison to ask for a presentation to the Board.

**ACTION ITEM# A2021.08.10.03:** (Chelsea Sudar, President) Due: 9/14/2021

Collect historical financial documentation and create a Google Drive folder and label "Financial Documentation"

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❖ **Director of Programming, David Shanahan**

1. Programming Update Fall, 2021 OCRID Mini-Conference – Cancelled due to OCRID planning and hosting Region III Conference 2022.
  2. Considering CAABIC (Cincinnati African American/Black Interpreter Collaborative) for R3.
  3. Action Items
- ACTION ITEM# [A2021.06.08.04](#) (David Shanahan, Director of Programming) Due: 7/13/2021 – **Completed** 8/10/2021 due to Fall Conf. cancellation  
Email the 4 presenters that were not able to present during the 2021 Virtual Conference to see if they are interested in presenting for our Fall 2021 Conference.
- ACTION ITEM# [A2021.06.08.05](#) (David Shanahan, Director of Programming) Due: 7/13/2021 – **Completed** 8/10/2021 due to Fall Conf. cancellation  
Email Julia Finocchi, Director of Community Relations regarding our Fall 2021 Conference offering K-12 workshops and discuss partnering with Michigan RID.
- ACTION ITEM# [A2021.06.08.06](#) (David Shanahan, Director of Programming) Due: 7/13/2021 – **Completed** 8/10/2021 due to Fall Conf. cancellation  
Research ideas for Fall 2021 Conference.
- ACTION ITEM# [A2021.06.08.16](#) (David Shanahan, Director of Programming) Due: 7/13/21 – **Completed** 8/10/2021 (no response)  
Email Licensure/Standards Committee to schedule next meeting to discuss survey results.
- ACTION ITEM# [A2021.07.13.01](#) (David Shanahan, Director of Programming) Due: 8/10/2021 – **Completed** 8/10/2021 due to Fall Conf. cancellation  
Email a request to Chelsey Ingalls, Director of Communications, to blast out to membership a “Call for Presenters” for the Fall 2021 Mini-conference.
- ACTION ITEM# [A2021.07.13.02](#) (David Shanahan, Director of Programming) Due: 8/10/2021 – **Completed** 8/10/2021 due to Fall Conf. cancellation  
Email BoD to start planning for the Fall, 2021 Mini-conference.
- ACTION ITEM# [A2021.07.13.03](#) (David Shanahan, Director of Programming) Due: 8/10/2021 – **Completed** 8/10/2021 due to Fall Conf. cancellation  
Create a Fall 2021 Mini-conference planning folder to share with the BoD on the Google Drive.
- ACTION ITEM# [A2021.07.13.17](#) (David Shanahan, Director of Programming) Due: 8/10/2021– **Completed** 8/10/2021  
Email Chelsey Ingalls, Director of Communications the passwords for any social media accounts, esp. [Twitter](#).

❖ **Director of Finance, Janna Chadwell**

1. Total balance: \$22,636.65
  2. Tax filing status was previously filed incorrectly on a ‘Schedule A’ under the category of ‘501C-3’. In order to file correctly we are required to prove the past 5 years of financial records however we only have records of the account balance not actual records of transactions as required. Will file taxes as soon as possible.
  3. Looking into a previously mentioned “PayPal” account so as to automate the Membership Dues paying annually.
  4. Action Items
- ACTION ITEM# [A2021.06.08.08](#) (Janna Chadwell, Director of Finance) Due: 7/13/2021 – **Completed** 8/10/2021  
Contact RID Headquarters for instructions to get/reset OCRID log-in information to pay dues.
- ACTION ITEM# [A2021.07.13.04](#) (Janna Chadwell, Director of Finance) Due: 8/10/2021 – **Completed** 8/10/2021  
Pay OCRID’s Dues to RID once passwords and authorizations for 5/3 Bank have been officially transferred
- ACTION ITEM# [A2021.07.13.06](#) (Janna Chadwell, Director of Finance) Due: 8/10/2021 – **Completed** 8/10/2021  
Create a “Finance 101” hand-off folder help orient incoming Directors of Finance to their new role and responsibilities.
- ACTION ITEM# [A2021.07.13.18](#) (Janna Chadwell, Director of Finance) Due: 8/10/2021 – **Completed** 8/10/2021  
Email Chelsey Ingalls, Director of Communications the passwords for any social media accounts, esp. [Constant Contact](#).
- ACTION ITEM# [A2021.07.13.38](#) (Janna Chadwell, Director of Finance) – Due: 7/28/2021 – **Completed** 8/10/2021  
Email ASLTA sponsorship chair to find out how to go about making the donation.
- ACTION ITEM# [A2021.08.10.04](#): (Janna Chadwell, Director of Finance) Due: 9/14/2021**  
**Research creating a “PayPal” account so as to automate the Membership Dues to allow automatic payments reoccurring annually.**

❖ **Director of Meetings, Vicky Emerson**

1. “Move to lay the minutes of the previous meeting on the table for approval: 7/13/2021” (Emerson, V.)

<b>Motion 2021.08.10.01</b>	<b>Moved by:</b> <u>Vicky Emerson</u>	<b>Second by:</b> <u>Janna Chadwell</u>
	“Move to approve the minutes from 7/13/2021 as presented.”	
	<b>Rationale:</b> <u>Protocol &amp; Procedural</u>	
	<b>Corrections:</b> <u>none</u>	
	<b>Decision: PASSED</b>	

2. **Update:** Compiled a rough collection of past sponsors and vendors into one file and shared with BoD to aid in Region III conference 2022.

3. **Previous Action Items update:**

[A2021.06.08.10](#) – completed 7/29/21: minutes from 3/09/21 marked approved & posted for the membership.  
[A2021.06.08.09](#) – completed 7/29/21: minutes from 4/13/21 marked approved & posted for the membership.  
[A2021.07.13.08](#) – completed 08/08/21: Created & emailed the entire BoD a Google sheet with a list of past organizational members for Amanda Gallof to compare to the most current list. This information was collected exclusively from the Annual Business Meeting Reported Minutes. Please feel free to update it as information becomes available.

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**2014**

1. CATIE Center
2. Community Services for the Deaf - Greenleaf Family Center
3. Communication Exchange, LLC
4. National Interpreting Agency
5. Sorenson Communications

**2015**

1. Affordable Language Services
2. Greenleaf Family Centers
3. Kentucky Services for the Deaf
4. Sorenson Communications
5. Columbus State Community College

**2016 – none listed**

**2017**

1. Affordable Language Services
2. Community Services for the Deaf - Greenleaf Family Center
3. Community Exchange, LLC.
4. No. Kentucky Services for the Deaf
5. Resolute Interpreting, LLC.
6. Sorenson Communications

**2018 – 13 + 2 New: Hallenross & Cleveland H&S**

**2019 – none listed**

**2020 – none listed**

**2021 – none listed**

A2021.07.13.09 – completed 7/13/21: Corrected the meeting minutes from 6/8/2021, marked approved & posted for the membership.

A2021.07.13.21 – completed 7/29/21: Emailed the spreadsheet to BoD 7/29/21 with a list of POC to Cincinnati/Dayton area ITP/IEP to compare to the most current list.

❖ **Director of Membership, Amanda Gallof – ABSENT (emailed report)**

I'm unable to attend tonight's meeting. Below are the stats:

Compared to last month we have 2 more associate memberships, 4 more certified, and 1 more organizational.

1. Membership Totals – 2021/2022

2021	July	Delta	Aug
Student	1	=	1
Support	6	=	6
Associate	31	+2	33
Certified	82	+4	86
Organizational	0	+1	1
Totals	120	+7	127

2.

2. I recently emailed members that registered for OCRID but hadn't paid their dues yet. I'm working on getting that process completed. And I'm still working on reaching out to RID members that live in Ohio but are not yet members of OCRID. I'll have more to report on that for our next meeting.

3. Action Items

**ACTION ITEM# A2021.07.13.07** (Amanda Gallof, Director of Membership) Due: 8/10/2021

Send email blast to all RID members in Ohio who have not yet become OCRID members.

❖ **Director of Communications, Chelsey Ingalls – ABSENT (no report)**

1. Current active advertisements
2. Passwords for social media accounts: Facebook, Twitter, Instagram, Constant Contact, etc.
3. Access to the Director of Communications official email or Google Drive
4. Action Items

**ACTION ITEM# A2021.07.13.23** (Chelsey Ingalls, Director of Communications) Due: 8/10/2021 - President completed 8/10/21

Post a "Call for volunteers for the Awards/Scholarship" Committee on social media & webpage.

**ACTION ITEM# A2021.07.13.34** (Chelsey Ingalls) Due: 8/10/2021

Create a "Survey Monkey" account to add the new "Ad-Hoc Survey" when it is revised.

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❖ **Director of Community Relations, Julia Finocchi**

1. ITP/IEP Update – waiting to contact IEP/ITP when classes get firmed up
2. OYO Updates – Still meeting virtually but still looking to sponsor support. NO meeting next month.
3. Action Items completed

ACTION ITEM# **A2021.07.13.15** (Julia Finocchi, Director of Community Relations) Due: 8/10/2021 – **Completed** 8/10/2021  
Read the unapproved minutes “a-mm” in the Director of Meeting’s report form 7/13/2021.

**ACTION ITEM# A2021.07.13.22** (Julia Finocchi, Director of Community Relations) Due: 8/10/2021  
Contact Heidi Gerlosky at Sorenson.

**Standing Committee Reports**

❖ **Awards & Scholarships Committee** report given by: Chelsea Sudar, President (no volunteers at this time)

1. Update: (not presently active: Bylaws require a minimum of 3 members)
2. Call for presenters posted on social media & OCRID website.
3. Next meeting: TBD

❖ **CMP Committee** report given by: Kara Bull, BoD Liaison – **ABSENT (no report)**

1. Update: n/a
2. Discussion: n/a
3. Next meeting: n/a

❖ **PPM Committee** report given by: Chelsea Sudar, President (no volunteers at this time)

1. Update (not presently active: Bylaws require a minimum of 3 members)
2. Next meeting: President desires for the Bylaws committee to complete their evaluation and recommendations before starting on revision for the PPM.

❖ **Annual Conference Committee** report given by: David Shanahan, BoD Liaison

Region III Updates

1. Dates: June 16-19, 2022 (also PRIDE week in Columbus)
2. Location: Columbus Convention Center- toured the facility with Chelsea Sudar.
3. Theme: “Own the Past, Become the Change”: Collaboration, Cohesion & Commitment
4. Presenters: one from each affiliate chapter- OCRID: Royce Carpenter is willing to present or we can inquire if CAABIC is interested.
5. Pricing: depends on #CEUs offered- consulting with CMP committee & use 2018
6. Entertainment: i.e. “Deafies in Drag” & Cash bar.
7. Registration/Program Book: (Vicky Emerson/Julia Finocchi) - Janna Chadwell checking out PayPal options
8. Next meeting: 3<sup>rd</sup> week of August poll results
9. Currently have 8 volunteers not including OCRID BoD.
10. 2 vacant Chair positions available: Access & Awards (Julia Finocchi volunteered)
11. Action Items

**ACTION ITEM# A2021.07.13.24** (David Shanahan, Director of Programming) Due: 8/10/2021  
Contact CMP, Kara Bull for a complete list of revised presenters’ contracts.

**ACTION ITEM# A2021.07.13.25** (David Shanahan, Director of Programming) Due: 8/10/2021  
Create Conference Planning finance folder on Google Drive.

**ACTION ITEM# A2021.08.10.05:** (Vicky Emerson/Julia Finocchi) - Due: 9/14/2021  
Review the 2022 R3 Registration folder and 2018 folder from Sara Yurkovic’s work from last conference that was cancelled.

**ACTION ITEM# A2021.08.10.06:** (Janna Chadwell, Director of Finance) Due: 9/14/2021  
Research creating a “PayPal” or Venmo account cost and requirements

**ACTION ITEM# A2021.08.10.07:** (Julia Finocchi) - Due: 9/14/2021  
Research and contact Whova to learn how to “auto populate” a response form-letter to registrants upon submission of registration to include a PayPal or Venmo link/code.

**ACTION ITEM# A2021.08.10.08:** (Julia Finocchi) - Due: 9/14/2021  
Review the R3 Google Drive folder for R3 Awards & other pertinent information previously collected.

**ACTION ITEM# A2021.08.10.18:** (David Shanahan, Director of Programming) Due: 9/14/2021  
Create a R3 Sponsorship folder and move items from 2018 planning to that folder.

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❖ **Bylaws Committee** report given by: Vicky Emerson, BoD Liaison

1. Jean Parmir has joined the committee.
  2. Pam Brodie is out of touch while on vacation but has already assigned work to the committee.
  3. Need to know if BoD will host a Town Hall meeting at the upcoming 2021 Fall Mini-Conference so committee can get this ready to have things prepared.
  4. Discussion: none
  5. Next committee meeting: still being finalized for Sept via email
- ACTION ITEM# [A2021.07.13.30](#) (Vicky Emerson, Bylaws Liaison to BoD) Due: 8/10/2021 – **completed 8/10/21**  
Read results of the “Ad-Hoc Survey”, be ready to discuss changes to the survey and create new survey inquiries to send out again to the membership

❖ **Educational Interpreter Committee** report given by: Julia Finocchi, BoD Liaison

1. No recent meetings to report.
  2. Current committee consists of 7-8 members.
  3. Last week OCAST – Angela Gagilard
  4. OCALI – New position and role
  5. Ohio Dept of Education codes to expire:
  6. Ohio School for the Deaf workshop: hold off on Deaf Ed. Workshop until Spring 2022
  7. Educational Interpreter’s license:
  8. Discussion: ask committee to consider how out of state interpreters can transfer their Educational Interpreters license from their state to Ohio.
  9. Next Meeting: tbd
  10. Action Items
- ACTION ITEM# [A2021.07.13.26](#) (Julia Finocchi, EIC Liaison to BoD) Due: 8/10/2021– **Completed 8/10/2021**  
Email Educational Interpreter Committee to find a mutually agreed upon date to host the inaugural meeting.
- ACTION ITEM# [A2021.07.13.27](#) (Julia Finocchi, EIC Liaison to BoD) Due: 8/10/2021 – **Completed 8/10/2021**  
Email Anne Donnelly to request her participation on the Educational Interpreters Committee.
- ACTION ITEM# [A2021.07.13.31](#)** (Julia Finocchi, EIC Liaison to BoD) Due: 8/10/2021  
Read results of the “Ad-Hoc Survey”, be ready to discuss changes to the survey and create new survey inquiries to send out again to the membership
- ACTION ITEM# [A2021.08.10.09](#)**: (Julia Finocchi, EIC Liaison to BoD) - Due: 9/14/2021  
Email EIC ask committee to consider how out of state interpreters can transfer their Educational Interpreters license from their state to Ohio.

❖ **Licensure & Standards Committee** report given by: David Shanahan, BoD Liaison

- New Chair: Jay Gates & Co-Chair: Anne Donnelly
2. Ad-hoc Survey to questions to be added to updated survey  
Original survey questions:
    - i. Any other solutions or ideas?
      1. OCRID currently does not have a Board position dedicated to a Deaf or Hard of Hearing member. Do you feel a position should be added? If yes, what position?
      2. Do you feel the current titles of the Board of Directors should stay? If you answered no above, what should the position titles be changed to?
      3. How do you feel about the qualifications required to be a Board Member? Any feedback on changes that will improve this?
      4. Do you feel OCRID should change their membership categories in any way? If you answered yes above, please explain your ideas.
      5. What other changes do you feel are important to make to the current Bylaws?
- ACTION ITEM# [A2021.06.08.15](#) (Chelsea Sudar, President) Due: 7/13/21 – **Completed 8/10/2021**  
Email Board & Licensure/Standards Committee the “Ad-Hoc Survey” results to review & discuss.
- ACTION ITEM# [A2021.07.13.32](#)** (David Shanahan, License & Standards BoD Liaison) Due: 8/10/2021  
Read results of the “Ad-Hoc Survey”, be ready to discuss changes to the survey and create new survey inquiries to send out again to the membership
- ACTION ITEM# [A2021.07.13.33](#) (David Shanahan, License & Standards BoD Liaison) Due: 8/10/2021 – **Completed 8/10/2021**  
Email Linda Ross and Ben Hall to request their participation with the Licensure & Standards committee.
- ACTION ITEM# [A2021.07.13.34](#)** (Chelsey Ingalls) Due: 8/10/2021  
Create a “Survey Monkey” account to add the new “Ad-Hoc Survey” when it is revised.
- ACTION ITEM# [A2021.08.10.10](#)**: (David Shanahan, Director of Programming) Due: 9/14/2021  
Create Google Doc from Janelle’s notes to share with the Standards and Licensure Committee.
- ACTION ITEM# [A2021.08.10.11](#)**: (David Shanahan, License & Standards BoD Liaison) Due: 8/10/2021  
Email Linda Ross to request their participation with the K-12 & other Resources that would be helpful to the BoD
- ACTION ITEM# [A2021.08.10.12](#): (David Shanahan, License & Standards BoD Liaison) Due: 10/14/2021  
Create an “Ad Hoc Survey” Google Doc to be shared with the BoD.

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A2021.07.13.30 – **completed 08/08/21**: Vicky's ideas: I feel we can ask the survey questions but add some leading information that helps the member know what we currently offer without having to pull up the PPM and Bylaws to help make decisions.

Current OCRID Board of Directors (BoD) member positions: President (2 yr term on even years), Director of Programming (2 yr term on even years), Director of Finance (2 yr term on even years), Director of Meetings (2 yr term on odd years), Director of Membership (2 yr term on odd years), Director of Communications (2 yr term on odd years), and Director of Community Relations (2 yr term on odd years). Qualifications required are RID AND OCRID membership in good standing for a minimum of 1 year (2 yrs for President) prior to serving and possess the qualifications & proficiencies to successfully carryout their duties.

1. Do you think the titles of the current BoD should be changed? If so, what titles do you recommend?
2. Do you feel we should have a voting position on the BoD exclusively for a Deaf community member who is not an interpreter?
3. Do you feel the minimum requirements for BoD positions are adequate? Please explain.
4. Do you think that OCRID should reduce the length of time (2 yrs) each serves for BoD positions to one year?
5. Have you ever read OCRID Bylaws or PPM? Y/N
6. What changes to the OCRID Bylaws would you like to see added?
7. How can OCRID better serve you as a member?
8. How long have you been a member of OCRID?
9. Many hands make light work. Would you consider being part of the change? Join a committee: Mentoring/Mentee, Bylaws, Educational Interpreters, Licensure & Standards, Awards & Scholarship, & Conference planning.
10. Do you feel OCRID should offer closed-loop access to voice interpretation during conferences? Y/N

**ACTION ITEM# A2021.07.13.34** (Chelsey Ingalls) Due: 8/10/2021

Create a "Survey Monkey" account to add the new "Ad-Hoc Survey" when it is revised.

**ACTION ITEM# A2021.07.13.31** (Julia Finocchi, EIC Liaison to BoD) Due: 8/10/2021

Read results of the "Ad-Hoc Survey", be ready to discuss changes to the survey and create new survey inquiries to send out again to the membership

**ACTION ITEM# A2021.08.10.19** (David Shanahan, License & Standards BoD Liaison) Due: 9/14/21

President requests David Shanahan and Julia Finocchi to discuss collaboration between Educational Interpreting (K-12) and Licensure & Standards Committee regarding potential overlap in efforts.

**ACTION ITEM# A2021.08.10.20** (Julia Finocchi, EIC Liaison to BoD) Due: 9/14/21

President requests David Shanahan and Julia Finocchi to discuss collaboration between Educational Interpreting (K-12) and Licensure & Standards Committee regarding potential overlap in efforts.

11. Next committee meeting: TBD

## ❖ **Mentorship Committee** report given by: Vicky Emerson, BoD Liaison

### 1. **Update** on Action Items

**A2021.07.13.35** – **completed 7/29/21**: emailed Stephanie Moeller to request any information regarding her participation with the previous mentorship committee/program & invited her to participate with us on the committee. Stephanie recommends the mentor committee reach out to CORE interpreters to see about setting up an Ohio chapter and cohort. She reached out to them in 2019 to set up an Ohio cohort but was not able to find a group of people to assist in the start-up. Update 7/31/21: Currently CORE does not typically partner with outside entities for mentorship. Also mentioned was SIS (Secure Interpreting Solutions) who has been doing work mentoring black interpreters and other interpreters of color in the Columbus area.

**A2021.07.13.36** – **completed 08/08/21**: Email an invitation to all previously involved membership committee members, mentors, & participants to participate. NO mentorship records or minutes are found for the 2016 mentorship program OCRID beta tested.

"2014 Stephanie Jones": I emailed Stephanie (Jones) Moeller & says I should have access to those reports but I'm not sure who on the board at that time has these records since the secretary at the time didn't put them in the digital files I have access to now.

"2016 2016.04.02 Ann. Conf. Min: 'Special Reports' - 'CMP'": not sure who on CMP may have these reports from Susan Harvey who gave the CMP report: "all audits and records are current with RID." "The Mentorship program is up and running this year with 6 members." "This program starting in January and will conclude in August." "Analysis will be submitted to the board for consideration for future mentor programming."

2017 to present there is no BoD minutes that mention mentoring or mentees.

**A2021.07.13.37** = Email a "Doodle" calendar form to the Mentorship committee members and interested parties requesting their availability to establish the committee's inaugural meeting.

**Table action item A2021.07.13.37** until BoD can review their records for 2014-2016 mentorship committee members and program participants from the 2016 OCRID Mentorship Program that was beta tested with the original 6 participants & their mentors and report to Director of Meetings with more information.

2. **Request** that BoD search their own email and files for any records that would be helpful for the Mentorship committee to review as well as contact information for potential committee members.
3. Committee has not yet held an inaugural meeting.
4. Next committee meeting: TBD

**ACTION ITEM# A2021.08.10.13**: (Chelsea Sudar) Due: 10/14/2021

Email Vicky Emerson, Mentorship committee chair any records pertaining to the mentorship committee.

**ACTION ITEM# A2021.08.10.14**: (Vicky Emerson, Mentorship Chair) Due: 10/14/2021

Email committee to consider dates to meet and begin planning & dividing research. Include new member, Dru Gentry.

OCRID Virtual Board Meeting Minutes  
8/10/2021 at 7:15 PM  
APPROVED 10/12/2021

**OLD BUSINESS** (*business Tabled/not addressed from past meetings & review of BoD action items*)

- Board meeting minutes audit 2014-2021: Meeting minutes to be approved and some need to be uploaded to the public membership Google drive. Some OCRID business meeting minutes that have not yet been approved by the BoD:

a. 5/16/2014	h. 7/26/2016	o. 12/2/2017	v. 9/8/2018	cc. 2/10/2020	jj. 7/20/2020
b. 10/3/2015	i. 8/20/2016	p. 1/14/2018	w. 10/8/2018	dd. 3/9/2020	kk. 8/10/2020
c. 1/16/2016	j. 2/8/2017	q. 3/18/2018	x. 11/3/2018	ee. 3/16/2020	ll. 12/8/2020
d. 4/9/2016	k. 3/26/2017	r. 5/20/2018	y. 12/6/2018	ff. 3/23/2020	mm. 4/13/2021
e. 5/18/2016	l. 8/12/2017	s. 6/30/2018	z. 1/12/2019	gg. 4/13/2020	
f. 6/25/2016	m. 9/15/2017	t. 7/14/2018	aa. 8/26/2019	hh. 5/11/2020	
g. 7/26/2016	n. 10/22/2017	u. 8/13/2018	bb. 10/7/2019	ii. 6/22/2020	

<b>Motion 2021.08.10.02</b>	<b>Moved by:</b> Vicky Emerson	<b>Second by:</b> David Shanahan
<p>"Move to approve the OCRID Board of Directors Meeting minutes for the following aforementioned dates listed in the minutes of the 7/13/2021 (Minutes 2021.07.13) items: a-mm. with a file naming convention: YYYY.MM.DD OCRID Board Meeting Minutes Approved 8/10/2021."</p>		
<b>Rationale:</b>	<p>"I honor, recognize and am thankful for the fastidious efforts of those who have come before me as Director of Meetings. As is my duty, I have done a simple audit of our Board Meeting minutes 2014 to present and I have found some discrepancies in recordkeeping that need to be addressed. In light of the vacancy &amp; interim designation for the Director of Meetings position over the past few years some meeting minutes has gone without being approved." Protocol &amp; Procedural.</p>	
<b>Discussion/Corrections:</b>	<p>Add roles of each BoD and who is present then re-date records using the following Format (YYYY.MM.DD) and "OCRID BoD Meeting Minutes Approved 8/10/21"</p>	
<b>Decision:</b>	PASS	

ACTION ITEM# [A2021.07.13.10](#) (Chelsea Sudar, President) Due: 8/10/2021– **Completed** 8/10/2021  
 ACTION ITEM# [A2021.07.13.11](#) (David Shanahan, Director of Programming) Due: 8/10/2021– **Completed** 8/10/2021  
 ACTION ITEM# [A2021.07.13.12](#) (Janna Chadwell, Director of Finance) Due: 8/10/2021– **Completed** 8/10/2021  
 ACTION ITEM# [A2021.07.13.13](#) (Amanda Gallof, Director of Membership) Due: 8/10/2021– **Completed** 8/10/2021  
 ACTION ITEM# [A2021.07.13.14](#) (Chelsey Ingalls, Director of Communications) Due: 8/10/2021– **Completed** 8/10/2021  
 ACTION ITEM# [A2021.07.13.15](#) (Julia Finocchi, Director of Community Relations) Due: 8/10/2021– **Completed** 8/10/2021  
 Read the unapproved minutes "a-mm" in the Director of Meeting's report form 7/13/2021. – **Completed** 8/10/2021

**ACTION ITEM# [A2021.08.10.15](#)** (Vicky Emerson, Dir. of Meetings) Due: 10/14/2021  
 Make corrections & post the OCRID Board of Directors Meeting minutes for the following aforementioned dates listed in the minutes of the 7/13/2021 (Minutes 2021.07.13) items: a-mm. with a file naming convention: YYYY.MM.DD OCRID Board Meeting Minutes Approved 8/10/2021."

**NEW BUSINESS** (items of business are introduced for consideration, followed by discussion and next steps.)

- OCRID Fall Mini Conference cancellation needs to be posted to the membership.  
 Discussion: We need to update the website to let members know we will not host a Fall conference.  
 Next Steps: Post a notification on our website

**ACTION ITEM# [A2021.08.10.16](#)** (Chelsea Sudar, President) Due: 10/14/2021  
 Post notification to the website that OCRID is hosting Region III Conference in 2022 but will not have a Fall 2021 Conference.

- Town Hall Meeting held virtually to gather information from the membership and community to assist the By Laws Committee as well as the Licensure & Standards Committee.  
 Discussion: Chose 2 dates: Oct 24, 2021 @ 3-5 PM & Nov 13, 2021 @ 12 – 2 PM

**ACTION ITEM# [A2021.08.10.17](#)** (Chelsea Sudar, President) Due: 10/14/2021  
 Create a Town Hall Meeting flyer & reserve Zoom links to email to the BoD and Committees involved.

ADJOURNED Time: 8:42 PM

**NEXT MEETING: Date: Tuesday, September 14, 2021 at 7:15-9:15 PM Virtual (see [www.OCRID.org](http://www.OCRID.org) for link)**

**Planned upcoming meetings: 2<sup>nd</sup> Tuesday of the month through Dec, 2021**

- ◇ October 12, 2021 at 7:15 PM (virtual)
- ◇ November 9, 2021 at 7:15 PM (virtual)