



OCRID Board Meeting  
10/3/15 Minutes  
APPROVED 8/10/2021

1) Call to Order 9:07 AM

2) **Roll:** Grace Artl, Lynda McChesney, Sara Yurkovic, Bobbie Huebner, Stephanie Jones, Susan Harvey, David Shanahan

**Absent:** Anthony Nelson, Madi Reno

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

- Current balance is high but reflects losses over the last several years. Recent conference spending was \$13.5K, \$11,5K of which was for hotel expenses. Bobbie just deposited approx. \$500 from conference income on Wednesday 9/29/2015 which is not included in this report. Loss of \$6,000 due to low attendance. Opportunities for financial savings explored.
- \$300.00 payment to RID cleared, but for no records of what this was for? Possible affiliate chapter fee? Possible per diem for Dawn and Sandra?
- New forms for deposits and reimbursements available from the Treasurer. Treasurer must receive original receipts and documentation for records purposes.
- For expedited processing, these can be initially submitted electronically, with a hard copy sent afterwards. For mass purchased services such as interpreting – an individual invoice needs to be submitted from each service provider. This can be a standard invoice developed by the coordinator at preference.
- Equipment/Software equipment is outdated. Laptop and printer were purchased in 2004 (11 years ago). Printer prints one page at a time. Laptop can't be attached to newer printers due to outdated hardware.
- Quickbooks offers an online subscription service for \$12.95/month (\$155.40/annually, \$142.46 for the initial year with the first month free trial). Benefits of using this would include multiple users access (to view accounts), access from all operating systems, syncing to online banking, syncing to tax preparation software.
- Request from treasurer to use this on a trial basis for the initial month, then continue use if it's working well, unanimously approved by board.
- Other considerations were the use of "Microsoft Excel" to track finances. Not an effective solution because of inability to print checks. Old laptop will be kept for access to those files. Files are also backed up on a USB drive, but will only be accessible from another computer that has the 2004 version of Quickbooks on it. Sara Yurkovic can download that information to excel but detail will be lost.
- Printer will be disposed of. Treasurer will use a personal printer and get reimbursed for ink periodically. This is in line with the current practices of the member at large.
- Taxes have been filed. Yearly financial report and taxes have been sent to RID.



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**3) Treasurer Report** (Sara Yurkovic, Treasurer) continued...

- Nonprofit status has been renewed with the Ohio Office of Attorney General. Nonprofit status with Secretary of State has not yet been renewed with the state and is pending Sara Yurkovic's authority to write the checks for that. Recommendation made to write a personal check and have reimbursement process. Historically this status has been filed in late October, so this is not causing alarm at this point. Sara Yurkovic will go to the bank soon to take care of business there.

**4) CMP Report** (Susan Harvey, CMP Coordinator)

- Request from the CMP coordinator to expand the work of the CMP include a survey of the membership to see what sort of professional development is of current interest with the membership. This is in response to seeing creative programming happening in the state. The hope is that this committee could grow and then provide more creative professional development opportunities for the membership, as well as offer more deaf community partnership.
- The coordinator position is an appointed position and actually serves as the head of a committee (that currently only includes one person). Benefits to the board would include transferring more responsibility off of board and to committee work fostering a more active membership. Currently this will proceed as a special project as a pilot. If successful the CMP committee could function more like the RID PDC (Professional Development Committee) with the CMP coordinator as the chair.
- After some pilot work, this could be placed on the agenda of an annual business meeting. State rep involvement is welcome. Susan will actively recruit for this committee. Board expressed unanimous support.
- David Shanahan and Susan will be working together to develop a Dec 5, 2015 or Dec 12, 2015 social/fun event in Northern Ohio.



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**5) Membership Report** (Bobbie Huebner, Member at Large)

- 162 Members: Mostly certified members - 10 New
- 5 Lifetime (Ben Hall, Linda Ross, Janet Dobecki, Bruce King, Pam Brodie)
- 1 Deaf member (CDI)
- 5 Organization Members
  1. Community Services for the Deaf/Greenleaf Family Center,
  2. Communication Exchange,
  3. Gino Gillespi and Associates,
  4. Reliable Interpreting Agency,
  5. Sinclair College

**Discussion**

- OCRID becoming an OAD (Ohio Association of the Deaf) member or OCRID board members becoming OAD members. OAD does not have an organizational membership category. Individual membership is \$15 annually. Joint work has/is being done between members of OAD and OCRID to support educational interpreter advocacy.
- The “Deaf Fair” will be in Akron on 11/7/2015.
- Discussion over raising rate for organizational membership. Although it’s something to keep in mind, this is not something the board would like to look into at this time.
- Discussion on who receives member benefits of free CEU processing. In practice we have been honoring individual memberships by processing CEUs for free for organizations but upon review of the policy the board clarified that organizational membership is what allows us to extend those benefits to an organization. Organizational membership costs \$53.00 and includes advertising in the OCRID Navigator. CEU processing is \$35/event for non members. CEU processing is more expensive with other SMP sponsors in the state.
- General concern that membership numbers are declining. In the revitalizing efforts of this year, the hope is that the membership will feel more beneficial and more relevant. Importance of visiting ITPs and practicum classes is being discussed.
- Discussion of auto-renewal options for membership to increase membership numbers. This was previously offered, then “PayPal” updates didn’t allow this to be an organized process. Sara Yurkovic will do research on current “PayPal” recurring payment processes/notifications. She will also be looking into swipe presses (through bank or other means).



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- Grace Artl suggested “Mono-a-Mono” would be a good contact if we have any questions since they do auto renews.

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

**Theme: “Exploring Identity in an Evolving Community”**

**Date: April 1-3, 2016**

- Save the dates should be going out as soon as the hotel is signed on.

**Location:** Columbus Marriott NorthWest/Tuttle, Dublin 5605 Blazer Pkwy, Dublin OH 43017

- Grace viewing space on Monday.
  - Committee Meeting Nov 7, 2015 at 1:00 PM.
  - Alex Childs – Sponsorships and Vendors,
  - Seeking support from people who have done that before. Materials have already been shared by Steph Jones.
  - Amy DeLorenzo – Programing
  - Michelle Doyle – Registration and Programing
  - Susan Harvey – CMP Coordinator and Silent Auction
  - David Shanahan – Silent Auction
  - Stephanie Jones – Interpreting Coordinating
  - Lynda McChesney – Interpreting Coordinating
  - Austin Kocher – Program Book
  - Jean Parmir – Conference Branding
  - Sara Yurkovic – Registration
- Note that the committee is all from central Ohio. Desire expressed for this to change. Hope that with increased professional development opportunities members from other parts of the state will have increased interest in involvement.



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**7) Ad-hoc Website Committee** formed to research web address rights, web content editing rights, contract with Josh Gallagher (current web administrator), how to better keep content updated, etc. Possible relevant points of contact include Shalene Germani (who headed up the website agreement originally), and Josh Gallagher (webmaster). Lynda McChesney will review files to see if she has contract access. Steph will lead this committee due to her programming knowledge. Bobbie Huebner will email Steph Jones her log-in credentials to do an initial review of the website format.

**Committee** – Lynda McChesney, Steph Jones, and Bobbie Huebner (2 open member positions)

### **8) Mentoring Program Report** (Steph Jones, State Rep)

Calls have been sent out. No applications have been received as of yet. Applications due Nov 15<sup>th</sup>. Board should be doing active recruitment for this within our interpreting communities.

Program is 6 months in duration for the pilot with a goal of 5 participant teams. 3.4 CEUs for mentors. CEUs are also available for mentees. Mentees will be pre-certified professional interpreters. Students are not eligible for this program. Applications for mentees include a work sample to allow more effective mentor-mentee pairing as well as work comparison from pre to post program.

There are intentionally no certification goals attached to the program to allow the program to be more inclusive. This also avoids any complications with that in relation to RID's current risk assessment and moratorium.

Marla Berkowitz asked about pricing.

January 30, 2016 – Mandatory Training Workshop for the program. Steph will be providing one section of training for the program. Board recommended Amy DeLorenzo and Linda Ross as possible second presenters.

Request from Amy Delorenzo to see if case conferencing groups (previously hosted within ISLR) could be hosted in conjunction with the mentoring program. Grace Artl confirmed OCRID would be interested in supporting this. Steph Jones will contact Amy Delorenzo to see what opportunity exists in conjunction with the mentoring program. Bobbie Huebner will send a "Constant Contact" reminder.

### **9) PPM/Bylaws**

Discussion: The search for the PPM continues. There are some drafted documents that have been received from Shalene Germani. Lynda McChesney reached out to the last two secretaries who did not have access to them. Lynda McChesney will check the records she has.

- Concern expressed that the intentionally vague job descriptions in the bylaws have not insisted growth in the individual position.
- Concern expressed that the number of board members doesn't allow for a majority.
- Suggestion that an OCRID handbook could also be developed by this committee.  
Tabled until the next meeting. Possible Ad-hoc Structural Review Committee to be established.

### **10) Meeting Adjourned 11:23 AM**