

**Arizona Registry of Interpreters of the Deaf
Board Meeting
February 4, 2012
Pima Community College, West Campus, Tucson, AZ**

Call to Order

President Robin Dragoo called the meeting to order at 9:10am. Secretary Deb Stone recorded the minutes.

Present: President Robin Dragoo, Secretary Deb Stone, Treasurer Michelle Caplette, Leann Smith, Member-at-Large, and Jack Van Rixel, Member-at-Large

Absent: Vice-President Chasity Klaverkamp, Marci Blankenship, Member-at-Large

Visitors: two students from Phoenix College

Minutes: The minutes of September 10, 2011 was accepted as read.

Financial Report: Balance \$20,600

President Robin Dragoo's Report:

- President Dragoo asked each board to create the transition plan that will pass to new person for the next term. Then the transition plan will be added to Policy and Procedure Manual.
- Dragoo requested \$500 for his travel to Region V Conference.
- Dragoo received a request of donation item to Region V Conference auction.
- Dragoo received an email about the exhibition booth at Mata Expo on March 3, 2012.
- Dragoo received some comments that the posting on Facebook should be related to interpreting only. The board concurred.
- Regarding Proposed By-Laws, the vote has not met. The requirement of number of vote has increased due to new/renewal members. It has to be 49 for or against.
- Dragoo received a letter from ArizonaRID State Conference Chair asking for Luncheon Sponsorship.

Vice-President Chasity Klaverkamp's Report:

N/A

Secretary Deb Stone's Report:

- Letter: ZVRS offered fundraising program by recruiting people buying their products.

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Treasurer Michelle Caplette's Report:

- The cost of mailing By-Laws letters to member is over \$400, Capelette needed to move \$475 from Administration to Operating fund and \$25 to Membership Committee fund. The board was in favor unanimously.
- For the next business meeting, Capelette will need every committee's budget by the first week of April 2012.
- Caplette concerned that the ArizonaRID is lack of cancellation policy for workshop and other issues. The board needs to approve the presenter's contract. The board also needs to create interpreter's contract. The board will follow up with the State Conference Chair regarding contracts. The board will need to approve contracts if the state conference chair and committee create.
- Caplette received two requests to refund workshop registration: One registrar had conflict of schedule, which was credited from last year workshop and one was that the registrar did not realized that it was out of town.

The board voted unanimously that ArizonaRID refunded registration to registrar for the conflict of schedule and not refunded to second registrar for misunderstood of the location.

Additional suggestion for the Professional Development Committee was four big workshops per year in Legal, Mental Health, Education, and variety such as CDI and others. Presenters can be from specialty groups such as Arizona Bar, Nurse Association, and Mental Health organization.

Member-at-Large Jack Van Rixel's Report:

As a CMP sponsor, ArizonaRID only charges independent study for \$25. The board supported Van Rixel to modify the fee of \$10 for members and \$25 for non-members. In addition, the fee for conference, training, or multi-workshop hosted by non-ArizonaRID will be based on number of workshops.

Member-at-Large Leann Smith's Report:

- Smith has created Google group for South Region Interpreters. There were about 40. Smith has emailed them of ArizonaRID meeting.
- The legal workshop was held on January 21, 2012 in Tucson. It was a big success and over 25 in attendance. The second in series is planned for May 2012.

New Business

Jack Van Rixel moved to accept President Dragoo's request of \$500. Seconded. Passed.

Deb Stone moved to donate an auction item value of \$100 to Region V Conference 2012. Seconded. Passed.

Deb Stone moved to register with Mata Expo March 3, 2012 for an exhibition booth. Seconded. Passed.

Deb Stone moved to sponsor ArizonaRID State Conference Luncheon for \$1,000 from sponsorship fund. Seconded. Passed.

Assignments

- Contact Jennifer Hensley, ArizonaRID State Conference chair for interpreter/presenter contract
- Contact Shari Burda to email members regarding nomination by March 5
- Find a location for next board meeting on April 20
- Find a location for next business meeting on May 5: 1st choice-ACDHH, 2nd choice-PAD, 3rd choice-AAT

The meeting was adjourned at 11:20am.

Deb Stone

Deb Stone, Secretary

4/20/2012

Date