

AZRID BOARD MEETING  
DECEMBER 12, 1997  
CONFERENCE CALL

PRESENT:

April Welch, Deb Pahl, Joy Propst, MaryJane Moore, Vanessa Perri, Lynn Doyle,  
Jamie Carpenter

- **NEWSLETTER-** The Newsletter needs a Chair. Marian Lage and Rachel Thomas are currently working on that committee. It was discussed that the newsletter should be distributed on a regular quarterly basis one month before the general business meeting. Deadlines for submissions to the newsletter should be established and posted. Due to the miscommunication regarding the most recent newsletter, Lynn Doyle will be going to pick up the newsletter and correcting the return address, stamping the bulk postage, and sending them off.
- **BULKMAIL-** Due to problems with the recent newsletter it was proposed that we purchase bulk mailing privileges for AZRID. There are no requirements to have this stamp. It costs \$80.00 initially and \$80.00 annually. We would request that we have two stamps so Board members in Tucson would be able to use this as well. After calculations of sending the newsletter with regular postage at \$.53 per newsletter it was agreed that the bulk postage at \$.11 would be advantageous.

VOTE: Due to this being over \$50.00 this issue must be brought to the Membership. All are in favor of bringing this issue forward in Jan General Business Meeting for the Membership to vote.

- **REGULAR SCHEDULING FOR WORKSHOPS AND BUSINESS MEETINGS**  
Joy proposed that General Business Meetings be held in Casa Grande every quarter on the third Saturday of the month (adjustments may be needed for Nov and Dec) at a set time and location to establish more regularity. In addition to this it was also proposed that workshops be held on the same day as this would make it easier to reach a quorum.

Jan proposed that GBMs and workshops alternate: Jan-wksp, March-GBM, May-wksp, July-GBM, Sept-wksp, Nov-GBM. This works out to three GBM and three workshops annually.

It was suggested that an editorial be submitted to the newsletter about the Memberships responsibility to be present at the GBM.

VOTE: GBM and workshops be separate dates and times.  
Passed.

There were some questions about the location of GBM being inaccessible for Interpreters

in the north. Lynn stated that previously meetings alternated between Phoenix, Tucson, and Flagstaff. There had been complaints by Interpreters that live further away that they need the workshops and support more so because they are so isolated, however, the turnout for workshops held in outlying areas was not considered successful. It was suggested that a mail referendum be sent to the Membership regarding the location of further meetings or some type of solicitation of feedback regarding this issue.

VOTE: To adopt Joy and Jan proposals that workshops and GBM be held alternating months, Jan, May, Sept - workshops and March, July, Nov - GBM. GBM would be held on the 2nd week of the month not the 3rd.  
Passed.

VOTE: Meetings and workshops in the upcoming year to be held in Casa Grande until further feedback is obtained regarding location.  
Passed.

- **WORKSHOP INTERPRETERS (CALL FOR WORK)**- It was discussed about whose responsibility it is to locate and hire qualified Interpreters for workshops. It was suggested that either professional development or an individual be appointed to coordinate this. Joy suggested setting up a system that would include having a basic application, criteria and qualifications for Interpreters, payment, etc. Vanessa will help coordinate Interpreters for upcoming workshop in Jan. At the next GBM and in the next newsletter there will be a call for work for coordinator and Interpreters interested in working the GBM and workshops.

Jamie has also been working on paperwork that is required at workshops. He is trying to develop one form that would satisfy RID and other organizations collecting demographics from this information. He will be contacting Susan Maron regarding this.

- **REIMBURSEMENT FORMS**- Jamie will be designing a form to get reimbursement for out of pocket expenses. April brought up the idea of reimbursement for the Board's mileage for travel to and from meetings.

VOTE: Reimbursement for the Board's travel mileage.  
Voted down. All against.

Jamie is to send April checks for the account for various costs (newsletter). It was also discussed that we set up account with an office supply store (Staples). April requested that monthly bank statements be sent to her from Jamie. There was also a question of policy and procedure regarding the checks and accounts. Mary Jane and Jamie will work on writing a policy.

- **MEMBERSHIP APPLICATION**- Marie and Denise have two different copies of the application. April will contact Marie and Denise and combine both. It was discussed that Marie and Jamie work on policy and procedures for Membership.

- **COMMITTEES**- April proposed that the Board help individual committee establish goals and time lines. Each committee should have one main goal established and work toward that goal in the coming year. This issue is currently tabled until the next Board meeting.
- **BOARD RETREAT**- This idea was proposed as a training/orientation/planning day and having discussion about the Board's goals. This will be brought up at the next GBM.

AGENDA ITEMS FOR THE NEXT GBM:

Vote on a logo  
 Mission Statement  
 Bulk Mail  
 Call for Work  
 Discussion of recent Confidentiality Bill

All Members like the conference call type meeting but all agree that one face-to-face meeting a year is necessary.

VOTE: One face-to-face meeting (retreat) and two conference call meetings.  
 Passed.

Each Member expressed how they preferred to be contacted:

Vanessa: e-mail, home phone eves

Mary Jane: e-mail, home phone eves no later than 9:30pm

Jamie: e-mail, home phone eves no later than 9:00

Lynn: home phone eves no later than 9:30

Joy: e-mail, home phone 8:30 to midnight

Deb: home phone early morn, pager

April: home phone early morn, eves no later than 9:00