



IRID

Illinois Registry of Interpreters for the Deaf

President

Angela Malcomson

Vice-President

Kathleen Valiska

Treasurer

Samantha Cotter

Secretary

Kevin Jackson

Member-At-Large

Laura Kostomiris

Member-At-Large

Cat Abood

Member-At-Large

Olivia Heitz

Student Rep

Courtney Cechini

Board of Directors Meeting Minutes

Illinois Registry of Interpreters for the Deaf
Saturday, May 02, 2020
9:30am-2:30pm, Illinois
Via Zoom Meetings

***Approved at Aug 8,
2020 Board meeting***

I. Call to Order

Angela Malcomson, President, called the meeting to order at 9:35am.

Board members present: Angela Malcomson, Kathleen Valiska, Kevin Jackson, Cat Abood, Laura Kostomiris, Courtney Cechini
Not present: Olivia Heitz
Committee Chairs Present: Bron Schlaefer (Membership), Amy Kisner (CMP), Denise Van Vliet (PDC), Lindsay Wydras (Communication)

Visitors: Ben Armitage, Samantha Cotter (joined at 12:44)

II. Quorum

Quorum was attained and maintained throughout the meeting.

III. Approval of Agenda

Kathy Valiska moved that meeting agenda be accepted. Seconded by Cat Abood. Motion passes unanimously.

IV. Approval of Minutes

Cat Abood moved to accept the board meeting minutes from February 08, 2020. Seconded by Kathy Valiska. Motion passes unanimously.

V. Board Reports

A. President – report attached
No questions/comments

B. Vice President – report during meeting
Has been working on a video for the newsletter and doing research for resources to share re: Covid19. Also, working to improve use of Google docs/drive. Will add DPAN's interpretation of COVID19 daily briefings to resource list. Please forward any suggestions of resources to provide for members – unemployment insurance, what state of Illinois is doing, etc. Has been added as an administrator for Facebook page, but anything



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added to Facebook should go through Communications chairperson for approval.

- C. Secretary – report attached
No questions/comments
- D. Treasurer – report attached
IRID has non-monetary “other assets” listed on accounts. Will go to storage unit located in Oak Brook to see what is there and analyze value and depreciation of these assets. Per Amy (CMP), LJ Myers has old documents that she has been holding. We can arrange with her to pick up these documents. Amy will contact her to arrange.
No other questions/comments.
- E. Member-at-Large, Laura Kostomiris – (attached)
No questions/comments
- F. Member -at-Large, Cat Abood – report during meeting
Created a video to remind members to vote for the bylaws amendment electronic voting and to send ideas for the Community of Practice committee. Trying to figure out how to engage the community. Perhaps should just schedule a day/time and invite anyone who is interested to join. Can then post it to the membership as a specific and make a video for this specifically for this. Per the Communications chair, there has been 152 views of the video on Facebook so far. Members may be waiting for specific information or specific event to join. Membership chair suggested using other types of media – graphics, posters, etc. that will catch member’s attention - not only video. MAL 2 also working with Communications chair on the newsletter
- G. Member-at-Large, Olivia Heitz – no report

VI. Committee Reports

- A. Communications – report attached
Summary: proposed sections of newsletters, sent out permission guidelines but will tweak a bit. Document to organize Covid19 resources and posts. If that is going on the website, Amy can help – the Facebook resources will also be on IRID website.
- B. CMP – report attached
Comments: Many PINRA applications after fees waived. There has been a great response – many that have not previously used IRID as sponsor. No other sponsor has suspended approval – all sponsors still moving forward. There are many online CEU’s available at this time. Most have waived fees so IRID is in line with other sponsors. Many PINRAs related to current Covid19 situation. Will share that training resource with Kathy to add to



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resources she is compiling. Discussed online conferences. No new information from Richard about the process. Some regions have cancelled their conferences; others are trying to convert to smaller online conferences. In relation to on-demand webinars there has been some technical discussion of how to track/count, but not really a “how-to”. One format used had a moderator who monitored Q&A and participants raised their hand. Participants only seen on-screen when asking a question. The chat feature was used to get their name in the cue.

There was discussion regarding IRID fall conference- if able to hold face to face conference, how can we include voting members who can join remotely so they can still participate/vote. Bron will watch some other online conferences to see how they are run.

The membership motion at national RID conference to limit the number of CEUs that can be earned online failed. There is no restriction for online CEUs.

C. Membership – report attached

Comments: Membership would like to issue a call for volunteers to help her with database. Currently in process of identifying expired membership to identify who should be contacted.

Some ITP student members have left Illinois and have requested that their memberships be deactivated. It was clarified that Illinois residency is not required for IRID membership.

D. PDC – report attached

Comments: Most events have been cancelled – IDHHC, NAD conference. State conference still up in the air.

Currently trying to determine what can be done NOW? Perhaps a monthly mixer with CEUs possible. To be discussed during new business.

VII. Old Business:

A. Action items:

1. Cat A. – identify volunteers for the Community of Practitioner Committee and submit names to the BOD
Comment – Cat was hoping to include all participants from the graduation to certification program, but not all were interested and did not want to be included.

Action Item: No later than Saturday, May 9, will submit names of volunteers for Community of Practitioners Committee to IRID board for approval. The volunteer must be a member of IRID.



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2. Secretary to create Google doc for members/committee chairs to submit ideas for 2020 Conference/Workshops

Comment: The Google doc was created and link emailed on February 09, 2020.

Action Item: The secretary will create a new Google document, reformatted to vice-president's specifications and distribute no later than May 04, 2020 (or upon completion of email platform migration).

3. Secretary will follow up with former treasurer to get reports and meeting minutes.

Comment: Secretary has been unable to collect secretary files from former acting secretary due to stay-at-home order. Has been in contact. Currently compiling previous minutes and reports by searching old emails. When all has been researched and compiled, the secretary will contact board/committee members with missing components to check their files for any gaps. Still in process of compiling previous meeting minutes.

Break 10:30am
Resumed: 10:45am

VIII. New Business

1. New Google & Slack accounts (A. Kisner)
Has finalized organizational account with Google. Officers and committee chairs will have an account log-in for their position. Will have access to email, position Google drive and an organizational shared drive. Shared drive does not need permissions. When ready to migrate from old web mail, Amy will send an email to personal email accounts

To advise when migration is to take place and again when completed. She will then send another email with instructions, log in information, etc. Google has an online learning center and Amy will also help one-on-one if needed.

Slack account will be under board position (same as Google). Slack will replace some emails and texting. Slack also has



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tutorials. Amy has set up two links in shared drive– learning center and slack tutorials.

Discussed possibility of a board training on how to use new platforms– but not until migration is finished.

The accounts are ready, when board is ready to transition – transition will require 2 days.

Facebook is still under individual administrator control – not organization. All other platforms should be able to be used as organization.

New email address will be same as current. No change. Can be accessed through google.com or gmail app. Can add IRID account to app/account.

Amy explained that the transition will take place behind the scenes. The access will be through google, but everything stays. No need to create account – will receive log in info.

Cat A. is familiar with slack and can help with training. Bron S. is also resource.

Action Item: One month after the migration, Angela will send out email to assess users comfort level with new platforms. If needed will set up tutorials. All board members and committee chairs will access Google learning center and Slack tutorials in order to use effectively. Everyone should be able to use comfortably by the August board meeting.

Amy will go ahead with the migration and will notify when ready.

Google and Slack will be accessible from all devices- instructions will be included.

2. New Branding approval (Noetic proposal)
Propose that contract with Noetic to develop style guide to for cohesive messaging/branding in order to have a standardized look for IRID. Total package is \$1400.00 (includes templates, fonts, etc.). Slide deck template is additional \$300.00. Once developed, we can move forward with website, etc.



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There was discussion regarding slide deck template (for PowerPoint) – can be used by with other presentation software as well.

Amy will provide Noetic with current logo and recently updated logo. Current logo and updated logo were sent to Amy to see if it can be incorporated into new design.

Questions:

Q: Will there be an email template? both Internal and external?

A: Package will let us create that.

Q: After migration to Google, will fonts, colors, etc. be standardized?

Q: Will it include flyer templates?

A: Amy can send suggestions, goals to Noetic.

A. Kisner will resend the survey regarding goals, style preferences, etc. Board can still respond if haven't yet done so.

Board Motion: Kevin Jackson moved that the Board of Directors approve \$1700.00 to contract Noetic to develop a style guide.

Seconded by Kathy Valiska. Motion passed unanimously. No abstentions.

3. Next steps for website design (guest Ben Armitage)
Per A. Kisner, IRID website revamp is on hold pending email and drive migration and branding. The next step will be to decide on the platform and then a developer will build the website.
Still waiting for specific quote for plug-ins, etc.

Ben Armitage joined to discuss scope of project.

The IRID website has a lot of front end and back end design elements. It will need to be built from the ground up then turned over to board for management.

To build with log-in and connected database will require two weeks to a month of work at \$60-\$100/hour. It will be important to focus on functionality and the ability move into future so that doesn't need to rebuilt from scratch again in a short time. This requires upfront investment.



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Q: How many hours?

A: Estimate 40-80 hours at \$60-\$100/hour. It depends on goal. Database infrastructure, backend programming, log-in, members-only access requires time.

The website will need ground-up build. WordPress management is easy. Initial investment is for back-end and front-end, then can easily be managed.

There was a general discussion of functionality of payments and email with current platform and what the board and committee chairs would like to see with new website. Also discussed costs of plug-ins and maintenance/updates.

Some considerations:

Must have clear terms and conditions to store member's information. This is required. Must be stated for privacy. Once the website is set-up, many things can be automated. Plug-ins for credit card payments, membership expirations, auto-reminders, etc.

Per Ben, most is doable, just work with developer.

The board will have to work through these questions in next phase.

After discussion, was decided that once the Noetic style guide received then will move ahead with website. The approximate cost will be \$5000.00. Once branding is finished, Amy will put together proposal and budget and present to Board followed by bids from developers.

Throughout summer of 2020 Amy will be contacting board members and to compile what is wanted for the website. Then can finalize costs/budget. This will be presented for a vote on a later date. In the meantime, if anyone comes across a website that is appealing – appearance/functionality – forward to Amy.

Lunch Break 12:02

Resumed: 12:44

Joined by Samantha Cotter, potential appointee to vacant Treasurer position. Board introductions and welcome to Samantha



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Sam was appointed to vacant treasurer position by acclamation. Will serve until next election of treasurer at 2020 state member meeting.

4. Kevin – secretary
 - A. Meeting Minutes – discussed during secretary’s report. May request assistance from Board for missing minutes/reports.
 - B. Secretary Supplies
Kevin requested approval to purchase some needed office supplies for secretary record keeping.

Board motion: Angela Malcomson moved to approve a \$100 budget for the secretary to purchase needed supplies.

Seconded by Kathy Valiska. Motion passed. No objections or abstentions.

5. Lindsay (Communications Chairperson)
 - A. Newsletter
The newsletter group met via zoom April 1, 2020 and determined the six named sections of the newsletter (see report). The format is still being discussed. Would prefer a variety of issues related to current events. Would also like to include and IAD resource for events and improve collaboration with IAD
Feedback:
There was a discussion regarding frequency of publication. Time needed for publication of each issue may depend on what is currently happening. It was suggested that some videos can be made in advance and saved and published as needed. Can take advantage of other resources as well, newsletter articles do not always need to come from the board. Per Laura K., member-at-large, it took some time to receive the videos from her resources. Turnaround time does need to be considered.

It was decided that for remainder of 2020, the newsletter will be published quarterly. Timeframe can be adjusted as needed. Communications will publish the current newsletter this quarter then another in third and fourth quarter of the year. It was again suggested that many topics can be requested, recorded and saved in advance depending on subject/category. The format is set up, so perhaps videos can be collected in “off” months so ready to go for publication. Also suggested reach out to RID for some resources for distribution during off months.



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Student spotlights can be planned along with newsletter for now.

Newsletter will be all video with English transcript to align with RID.

The first edition will be available to all via the website, not limited to members only in order to encourage recruitment and Involvement. Communications will finish the final draft and distribute to board for review. It will then be published.

Discussed strategies to record a professional-looking video.

6. Denise (PDC chairperson) A. Workshops

Per Denise, many plans have had to change due to current Covid19 situation. The chair suggests we do more on a visual platform to provide opportunities for members to earn CEUs. Ideas:

Monthly IRID “mixer” – It was mentioned that RID will not approve CEUs for a mixer. Must have an educational component. PDC will develop different concept so that members can earn CEUs, but will be something held regularly online. In addition, IRID can host a “meet up” but will not be considered professional development. There was a suggestion that we could bring back regular Language Model Mondays format but using an alternate name. It would be an opportunity to bring in Deaf presenters speaking on a specific topic that can be approved for CEUs.

There was discussion of a variety of ideas for online learning. PDC would also like to host an event specifically for ITP students.

Discussed webinar capability using IRID’s Zoom account. Webinar format would show only speaker and visuals on screen, not all the participants. A moderator can be used to handle Q&A by utilizing chat function, mute/unmute, etc. Zoom should be able to set up a webinar format.

Discussed logistics of setting up online workshops. Approval process with board, etc.



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Per president, PDC must develop some online CEU opportunities and a roll out for members. We need to get something on the books. More discussion regarding, contacts, approval process, budget and other logistics – presenter submits a proposal, completes RID approval form, proposed date/time. The proposal is then submitted to executive board for approval. Once approved, it is to be given to communications for advertising/marketing.

Denise has a proposal ready and will send to board with description and objective. Will also contact CMP chair to see what else is needed. Can have this ready for June.

Board decided that there will be a minimum of one online workshop opportunity per month.

Discussed possible contacts for presenters as follows:

Kathy V. will contact presenter for May.

Bron S. will contact possible presenter for proposal for July.

Laura K. has possible contact for August

Kathy V. will research previous interested presenter for September.

Samantha C. has possible contact for presenter for later in year.

When potential presenters contact need to submit proper form, and know costs/presenter fees, and availability.

Membership chair can assist with flyers (has template) and coordinate with communications.

VII. Meeting Schedule for 2020 and adjournment

Next meeting: **August 8, 2020, 10:00am-2:00pm**. Location TBD

Board Motion: Kathy Valiska moved to adjourn.

Seconded by Kevin Jackson. Motioned passed unanimously.

Adjourned at 2:12pm.



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Board Meeting Agenda

Illinois Registry of Interpreters for the Deaf

Saturday, May 2, 2020

9:30 – 2:30, Via Zoom

I. Call to Order

II. Quorum status (secretary Kevin Jackson)

- a. Olivia Heitz will not be present

III. Approval of Agenda

IV. Approval of Minutes

- A. Last Board Meeting – February 8, 2020

V. Board Reports:

- a. President – posted to Google doc
- b. Vice President – report during meeting
- c. Secretary – posted to Google doc
- d. Treasurer – posted to Google doc
- e. MAL #1 – posted to Google Doc
- f. MAL #2 – report during meeting
- g. MAL #3 – report will be included in Communication/PDC
 - i. Olivia has been working on the news letter and with Denise
- h. Student Representative report – posted on Google doc

VI. Committee Reports:

- a. Communications – report during meeting
- b. CMP – report during meeting
- c. Membership – report during meeting
- d. PDC – report during meeting

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VII. Old Business:

- a. Action items:
 - i. Cat – identify volunteers for the Community of Practitioner Committee and submit names to the BOD
 - ii. Secretary to create Google doc for board members/committee chairs to submit ideas for 2020 Conference/Workshops
 - iii. Secretary will follow up with former treasurer to get reports and meeting minutes

VIII. New Business:

- a. Amy:
 - i. New Google & Slack accounts
 - ii. New Branding approval (Noetic proposal)
 - iii. Next steps for website design (guest Ben)
- b. Kevin:
 - i. Meeting Minutes
 - ii. Secretary supplies
- c. Lindsay:
 - i. Newsletter
- d. Denise:
 - i. PDC workshops

VII. Meeting Schedule for 2020 and adjournment

IRID Board Meeting Reports
May 02, 2020

Board Reports

President's Report- May 2, 2020

Prepared a President's corner video for the newsletter with a transcript.

Have been reconciling the books (see treasurer report)

Stopped at the PO box weekly. We currently have 74 yes votes, no opposed votes. We are 10 votes short of passing our motion.

Plan to visit storage next week to see what is there and if there are any files I need.

Reviewing the AC requirements for reporting to RID and IRS.

Asked Corey Axelrod to create a video for the newsletter in regards to IAD updates. He has just had his twins so he is unable to do a video at this time. He said he would ask another board member to create a video for us.

Vice President's Report - May 2, 2020

(in meeting report)

Secretary Report – May 2, 2020

Since our last meeting, a couple of board position transition requirements were completed:

I was listed as the Registered Agent for IRID with the IL secretary of state. The form was submitted and the filing fee paid. Confirmation was received in March.

Because there is currently no treasurer, I was added as a signer on the bank account. Met previous treasurer and president at Chase to take care of this and will be listed as "acting treasurer" until such person is appointed by the board. Karen passed her physical treasurer records to Angie and myself.

I added my contact information for any issues related to the IRID storage unit regarding payment, etc. As of now, Karen's name is still on the lease, but they know to contact me with any issues. Once the stay at home order is relaxed, I (or the designated officer) will need to go into the storage office with Karen to get this changed. We both must be present. I have made Karen aware of this. I will pick up any physical secretary records/files from Karen at that time.

I continue to monitor the "Form Submissions" that are forwarded through the "contact us" via the website. I reply if necessary and forward to the appropriate person to handle any issues. Legitimate inquiries tend to be related to account access issues, membership, or CMP. MANY of these contacts are spam (can be up to 10-20/day). If determined to be spam they are deleted. Some are from previous contacts for conferences, etc. If marketing related, I try to unsubscribe.

My main focus for the past few weeks has been to organize Secretary emails and records that I have available. The secretary email inbox contained over 7,000 messages when I took over. The majority of these were from the "Form Submissions" mentioned earlier. There were several thousand of these. I can't look at each one, but I checked to make sure they had been opened and I transferred them all to a folder.

Any actual board business emails left, I have organized by year. I will continue to work on organizing these emails to keep a usable record. I am going through each year and trying to piece together minutes and board/committee reports from each board meeting. Once they are organized, I will have them uploaded to the website.

I have prepared the Secretary of State annual report for submission before June 1, 2020.

I participated in the informal board "catch up" zoom meeting on March 31, 2020 and continue to assist other board members and committee chairs as needed.

Treasurer's Report - May 2, 2020

Angie & Kevin (working collaboratively:)

Amy Kisner reached out to Sam Cotter and she is still interested in the position. Sam has been invited to join us tomorrow for the board meeting. I need to look into getting them bonded.

I have finally been able to FINALLY reconcile Quick time and PayPal.

I was able to set up auto pay for the storage unit.

Member at Large (1) Report - May 2, 2020

From: Laura Kostomiris , Member at Large 1

Newsletter update: ASL Story

"My Baseball Game" - Visual Vernacular

By: Krystle Conrad

The newsletter team met April 5, 2020. We discussed different topics to be potentially included in the upcoming newsletters. We decided on which topic we were going to fulfill for the newsletter. My role was to find someone to send a video(s) for a story/challenge/joke in ASL.

The following day I sent emails to several individuals who wanted to participate explaining the IRID newsletter. I received responses from 3 individuals who accepted the challenge. I received 4 videos from Krystle Conrad on Thursday, April 30, 2020 and I sent a visual vernacular called "My Baseball Story" by Krystle Conrad onto Lindsay to be included in the newsletter for board approval. With permission from Krystle, I will hold onto the other 3 for future newsletters.

In the meantime, I am anxiously waiting for more videos from the others who were interested to send.

I will also assist other board members and committee chairs when needed to the best of my ability.

Laura Kostomiris
Member at Large 1

Member at Large (2) Report - May 02, 2020

In meeting report

Member at Large (3) Report - May 02, 2020

No Report

Student Representative Report - May 02, 2020

IRID Board Meeting May 2, 2020

Since the last IRID Board Meeting my main focus has been the ITP student spotlights. While my original goal was to have a spotlight by mid-March, I have been struggling with receiving responses. I have been trying to work out a better system that will allow the process to go more smoothly. As of 5/1 I received an application and am reviewing it. Next, I will request the student to send a video.

I had recorded a video requesting members of IRID to vote and send in their ballots regarding the potential bylaw change, which was then posted by communications on to the IRID Facebook page. I also recorded a video explaining the student spotlight project that will be used in the IRID newsletter.

I attended the IRID board check-in meeting on March 31st and provided an update on what I have been working on.

Committee Reports

5/2020 Membership Committee Report

Membership rolls have been pretty quiet, but we have had some renewed memberships and new memberships from students. With McMurray shutting down their program I have had one or two students asking to deactivate their membership (at least that's the answer I could come up with, the only deactivations were related to student memberships).

Will and I have been in correspondence a couple times about making sure the CiviCRM software is up to date and making sure membership receipts/cards were up to date with Angie listed as President. I also was able to clarify the difference between a receipt and an invoice so I know what payments and such to look out for and cross reference.

As of right now, we have 1,007 membership records. I'm still working with CiviCRM and excel to break everything down for stats on current/active members of all the categories.

Going forward, I would love to use some volunteers to go through the database and contact expired memberships, especially if we are going to migrate to another database with the new website. I want to make sure we have all our ducks in a row before that migration happens.

PDC report to the board of IRID, May 2, 2020

Prepared by: Denise Van Vliet PDC Chair

Workshops

Upcoming workshops

Time to start using Zoom?

Recent activity

State conference in October (9th and 10th??? Monday is Columbus day. - needs a location NORTH Still considering a 1 day or 2 day? Talked about the location at Harper College or Waubensee Community College.

Tracks - multiple presenters would be nice.

Chair will to participate in Region III conference planning meetings, until there is an official decision to cancel the 2020 Regional conference

NAD conference was cancelled

IRID waived all fees for processing CEUs due to the COVID-19 crisis

National PDC sent a survey to sponsors to collect information about how the COVID-19 crisis is affecting sponsorship.

Virtually met with Olivia at least 3 times keeping each other updated on goals.

CMP report to the board of IRID, May 02, 2020

Prepared by: Amy Kisner, CMP Administrator

Individual events

Completed since the February 8, 2020 board meeting

- o 26 PINRA Applications

Workshops

2 workshops completed, 1 private, 1 public, serving a total of 15 participants

- o *Green Eggs and Hamlet* (Aurora school dist and Crom Saunders, 2/28/2020)
- o *NIU PDG* (Sonja Newton facilitating, 3/28/2020)

Upcoming workshops

- o *NIU PDG* (Natalie Mahaney facilitating, 5/9/2020)

Recent activity

Chair continued to participate in Region III conference planning meetings, until the official decision to cancel the 2020 Regional conference

Met with NAD conference planning committee, with President, before NAD conference was also cancelled

In late March, IRID waived all fees for processing CEUs due to the COVID-19 crisis

One scheduled workshop and one PINRA activity were cancelled due to the COVID-19 crisis, while one workshop and one PINRA converted to remote/online formats. ALL 26 PINRAs approved during this time have been for online events or webinars

National PDC sent a survey to sponsors to collect information about how the COVID-19 crisis is affecting sponsorship

Participated in a national PDC online information session for CMP sponsors on April 30, 2020

Website update to the board of IRID, May 02, 2020

Prepared by: Amy Kisner

Organizational accounts/online storage

Applied for Nonprofit account status with Google, to allow full GSuite accounts for all board members. This involved a few rounds of submitting documentation, verifying that IRID is a legitimate nonprofit and a subsidiary chapter of a national 501c3. Many thanks to Kevin and Angie for support in locating the necessary documents.

Set up all user accounts under the new Google organization, including groups and user permissions, and read documentation to ensure a smooth migration with appropriate security measures. Ran a pilot of two test accounts to confirm the transition process

Opened all obsolete email accounts, archived old emails that needed to be saved, flagged empty boxes for deletion (we had several accounts that had never sent or received an email), and prepared instructions for all org members on the transition.

Worked with Lindsay to prepare the transfer of the YouTube brand account.

Applied for a nonprofit account with Slack (approved), and set up Slack accounts for all board members and committee chairs.

Branding proposal

Prepared proposal of Noetic branding package, including the list of elements provided and the total cost for the board. ***Requires board vote**

Sent out a survey to clarify branding tone goals and solicit input from the board to pass on to our designer. ***Requires board action**

Website revamp

Completed the webpage development course through Triton college in March

Continued to research needed components for our website, get more information about total hours of developer time needed and competitive costs.

Met with newsletter committee to make sure the new website will support the newsletter effectively

Illinois Registry of Interpreters for the Deaf

BALANCE SHEET

As of April 26, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Balance reconciliation with PayPal	2,242.82
Chase Checking	5,015.30
Chase Savings	21,122.84
Fidelity Investments	20,017.11
PayPal	-4,739.92
PayPal Bank	2,310.38
Total Bank Accounts	\$45,968.53
Other Current Assets	
Uncategorized Asset	3,500.00
Total Other Current Assets	\$3,500.00
Total Current Assets	\$49,468.53
TOTAL ASSETS	\$49,468.53
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Bal Equity	1,640.00
Retained Earnings	46,982.32
Net Income	846.21
Total Equity	\$49,468.53
TOTAL LIABILITIES AND EQUITY	\$49,468.53

CMP report to the board of IRID, March 02, 2020

Prepared by: Amy Kisner, CMP Administrator

Individual events

Completed since the February 8, 2020 board meeting

- o 26 PINRA Applications

Workshops

2 workshops completed, 1 private, 1 public, serving a total of 15 participants

- o Green Eggs and Hamlet (Aurora school dist and Crom Saunders, 2/28/2020)
- o NIU PDG (Sonja Newton facilitating, 3/28/2020)

Upcoming workshops

- o NIU PDG (Natalie Mahaney facilitating, 5/9/2020)

Recent activity

Chair continued to participate in Region III conference planning meetings, until the official decision to cancel the 2020 Regional conference

Met with NAD conference planning committee, with President, before NAD conference was also cancelled

In late March, IRID waived all fees for processing CEUs due to the COVID-19 crisis

One scheduled workshop and one PINRA activity were cancelled due to the COVID-19 crisis, while one workshop and one PINRA converted to remote/online formats. ALL 26 PINRAs approved during this time have been for online events or webinars

National PDC sent a survey to sponsors to collect information about how the COVID-19 crisis is affecting sponsorship

Participated in a national PDC online information session for CMP sponsors on April 30, 2020