



# IRID

ILLINOIS REGISTRY OF  
INTERPRETERS FOR THE DEAF

## Board Meeting : March 06, 2021

President

*Angela Malcomson*

Vice President

*Kathy Valiska*

Secretary

*Kevin Jackson*

Treasurer

*Samantha Cotter*

Member at Large

*Laura Kostomiris*

Member at Large

*Courtney Cechini*

Member at Large

*Veramarie Baldoza*

Student Representative

*Ian Rust*

Regular Meeting of the IRID Board of Directors

March 06, 2021

10:am-3:00pm CST

Virtual Meeting via Zoom

## AGENDA

- 1. Call to Order**
- 2. Determination of Quorum**
- 3. Approval of Agenda**
- 4. Approval of December 08, 2020 board meeting minutes**
- 5. Reports (see attached)**
  - a. Board Reports: Questions**
    - i. President**
    - ii. Vice President**
    - iii. Treasurer**
    - iv. Secretary**
    - v. Member at Large I**
    - vi. Member at Large II**
    - vii. Member at Large III**
    - viii. Student Representative**
  - b. Standing Committee Reports: Questions**
    - i. Finance Committee (see Treasurer Report)**
    - ii. Membership Committee**
    - iii. Communications Committee**
  - c. CMP Administrator Report**
  - d. Webmaster Report**
- 6. Old Business:**
  - a. No outstanding business**
- 7. New Business:**
  - a. PPM**
  - b. Workshop updates**
  - c. Website Launch**

**d. Canva pricing for IRID easy design**

**8. Meeting Schedule**

**9. Adjournment**

# MEETING MINUTES (draft)

## In Attendance:

Board: Kathy Valiska (until 12:45pm), Kevin Jackson, Samantha Cotter, Laura Kostomiris, Courtney Cechini, Veramarie H. Baldoza

Committee Chairs: Amy Kisner (CMP and Webmaster), Bronwyn Schlaefer (Membership), Lindsay Wydra (Communications)

## 1. Call to order

Kathy Valiska, Vice President, called the meeting to order at 10:08am, CST.

## 2. Determination of Quorum

Quorum was established and maintained throughout the meeting.

## 3. Approval of Agenda

The agenda was approved by acclamation.

## 4. Approval of previous meetings minutes

The minutes from the December 08, 2020 board meeting were approved by acclamation. Board reports

## 5. Reports - see attached

### Board Reports:

President (no comments/questions)

Vice President (no comments/questions)

Secretary (no comments/questions)

Treasurer - additional comments - written report attached. Has been working with the treasurer from Michigan AC to determine if IRID's Quickbooks package can be downgraded and still provide all features needed. It was decided that IRID would downgrade and that has taken place. Now working to resolve some issues that resulted from the downgrade. Has been in touch with a financial consultant that will be able to organize current accounting

software, streamline processes, and manage quarterly financials and reporting. Currently negotiation payment and rate. Quoted rate is \$80.00-\$100.00/hr. The board requested more clarification of rate and scope of work (one time, ongoing, etc.) before hire.

Member at large 1 - additional comments - The date of the Mental Health of Interpreters workshop will be held May 15th, 2021. Change to original proposed date over Memorial Day weekend.

Member at large 2 (no comments/questions)

Member at large 3 (no comments/questions)

### **Committee Reports:**

Finance Committee (see Treasurer report)

Membership Committee - additional comment - Four new members have joined while the website has been under construction. They will have to be contacted to collect all their member information.

Communications Committee - The quarterly newsletter is not out yet. Has some material ready - volunteer video from VP and MAL 3 and ASL story. Will work to compile remaining sections - President's Corner, website announcement, student/ITP spotlight.

CMP Administrator - additional comments - The board needs to discuss pricing for sponsorship/CEU processing as pandemic ends such as pricing and pricing structure. All agreed that members, including organizational members will receive discounts. The new structure will begin with the next membership cycle (September 01, 2021). Also, will find ways to feature organizational members - i.e., free conference ticket, logo/organization featured at workshop and on the website, etc. The pricing proposal beginning with next cycle is as follows:

CMP Pricing Proposal, 2021 (will begin September 01, 2021)

#### Individual Events

##### PINRA & Academic Courses

Members: \$5

Non-members: \$25

##### Independent Studies

Up to 0.5 CEUs

Members: \$20

Non-members: \$40

Above 0.5 CEUs

Members: \$30

Non-members: \$60

## Workshops

Organizational members: \$15

Non-organizational members: \$40

\*if an organization is offering the workshop at no charge to attendees, we do not charge for CEU processing

Website (no comments/questions) - additional action to be proposed/discussed under new business.

## 6. Old Business: No Old Business

## 7. New Business:

a. Policy and Procedure Manual (PPM) - President Malcomson distributed IRID PPM assignments before the meeting via email. Section drafts are due at the end of May so that they can be approved and compiled at the June board meeting. The examples of the RID PPM and old version of IRID PPM were moved to a working folder on the shared drive: IRID PPM Project (working). Section drafts will be uploaded to this folder as well so that board and committees have access as work progresses. Will leave the Zoom meeting open today if needed for discussion and work on PPM or website rollout needs.

b. Workshop Updates

i. Demand-Control Schema Workshop with Robyn Dean, April 17, 2021, 9:00am-4:30pm CST. (½ hr lunch)

The workshop will be conducted in English with available accommodations upon request. This will need to be considered in the budget. Pricing has not been finalized and was discussed. Laura will clarify the clause in the contract regarding number of participants with Robyn - is that determined up front or does it depend on registration numbers. The board proposed the following pricing:

\$100.00 IRID Members

\$150.00 Non-members

\$ 75.00 IRID Student Members

### Board Motion:

**Laura Kostomiris moved to approve the Robyn Dean Demand-Control Schema workshop with the contract as written and pricing structure.**

**Seconded by Courtney Cechini.**

**Motion passes.**

Once deadlines for registration, accommodation requests and request for refunds has been established, promotional materials will be made and advertising will begin.

- ii. Mental Health for Interpreters with Katie Fitzpatrick, May 15, 2021  
9:00am-4:00pm CST (1 hr lunch)  
The pricing structure is as follows:

\$60.00 IRID Member

\$75.00 Non-member

\$40.00 IRID student member

\*after discussion, the board decided to offer Katie's ITP students the IRID student member rate. They must contact [membership@irid.org](mailto:membership@irid.org) to verify and receive discount code.

### Board Motion:

**Courtney Cechini moved to approve the Mental Health for Interpreters workshop with the current contract and pricing structure.**

**Seconded by Veramarie H. Baldoza.**

**Motion Passes.**

- c. Website Launch - the website is live! There are forty-two active pages. The board and committee can expect emails from members with questions problems they may experience. If you can't answer, forward the question or cc [admin@irid.org](mailto:admin@irid.org) (Amy). If membership related, forward to Bron ([membership@irid.org](mailto:membership@irid.org)) and Amy ([admin@irid.org](mailto:admin@irid.org)).

There was discussion regarding the membership cycle - why September 01 - August 31? Would calendar year or fiscal year be better to align with IDHHC or RID? It was decided that data can be collected from members with preferences to see if a different cycle is preferable.

The following need board discussion/action:

- ii. Rollout - After discussion the board decided to rollout website launch information with an email campaign. A schedule and assignments will be determined and distributed after the meeting (see action items below).
- iii. Website banner posts - topics changes. Schedule and topics assigned. (see action items below).

- iv. Scholarship information - the board needs to discuss and decide what is offered and requirements. There was discussion of the types of scholarships and requirements and the application process. Courtney researched BIPOC scholarship offered by other ACs, but there does not seem to be many offered. There are some offered in Canada. MINN chapter does offer, but there is no information on their website. There is a general consensus on the board and committee group that IRID should offer something for BIPOC interpreters - more professional development and learning support, not only testing scholarships. More research will be done for future action.
  - v. Does IRID want an agency directory on the site and if so who should be included? In-state based agencies only or agencies that coordinate in Illinois as well. After discussion, if a directory is included, the consensus seemed to lean toward ASL agencies only - not spoken language. In-state and out-of-state that coordinate within Illinois can be separated. There must also be a disclaimer that IRID is not endorsing any agency and the directory is for informational purposes only.
  - vi. Email from IRID - Mail Chimp is very explicit that IRID must have email recipients consent to receive bulk emails, announcements, etc. This can be given as part of the joining or renewal process for members. For non-members, such as PoC attendees can be asked for in order to receive notes, etc from the group. IRID will need to make sure that we have consent. One option is using gmail to send to non-members and use Mail Chimp for members only.
- d. Canva pricing for IRID easy design - Bron shared price points for the Pro and Enterprise packages for Canva and suggested that IRID choose one of the above options.

Pro: \$119.00/year for one account  
Enterprise \$30.00/month per user

Enterprise would be more expensive but has more storage and more brand kits.

There was discussion regarding eligibility for a not for profit rate. IRID may not satisfy the criteria - it is very limited.

Canva will be used primarily for images for banners, posts, and templates for flyers. It functions similarly to photoshop and InDesign, but much easier to use. It was decided that one Pro account should be sufficient that can be accessed by any user with the log in credentials. This would mostly be used by communications, admin, and membership.



Will first try to apply for a not for profit discount on Canva to see if IRID Qualifies.

### Board Motion:

**Kevin Jackson moved to apply for a Canva not for profit account. Pending approval or denial, IRID may purchase a Pro level Canva account for \$119.00/year for IRID use.**

**Seconded by Courtney Cechini**

**Motion passed.**

## 8. Meeting Schedule

The next board meeting will be held June 05, 2021, 10:00am-2:00pm CST

Location: TBD

## 9. Adjournment

### Board Motion

Samantha Cotter moved to adjourn. Veramarie H. Baldoza seconded. Meeting adjourned at 1:42pm CST.

### Action Items

1. Please see the following spreadsheet found the shared drive folder **2021 Website Copy** for website email assignments and due dates:
  - A. 2021\_0306\_Website Rollout email schedule and assignments**
2. Please see the following spreadsheet found in the shared drive folder **2021 Website Copy** for website banner assignments and due dates:
  - B. Home page Banner Posts**
3. Amy K. will set up the email address **resources@irid.org** to be used for various IRID accounts as needed for administrative purposes.

# BOARD REPORTS

## **President's Report**

Angela Malcomson

Since our last board meeting on December 5, 2020 I have been working on:

1. Reviewing several Policy and procedure manuals from other AC's.
2. Uploaded RID's new policy and procedure manual to the shared drive.
3. Collaborating with IAD president Corey Axelrod to support IDHHC
4. Met with Corey and Benro on Monday the 22nd.
5. Attended both February CoP meetings to update members on testing in the state.
6. Completed writing a letter to ISBE on behalf of Educational interprets in the state.
7. I am currently developing a letter to the Governor and several state representatives in regards to testing.
8. Attended R3 President's council meetings.
9. Attended a Mentor summit with all ITP Directors and department chairs hosted by CHS.

## **Vice President's Report**

Kathy Valiska

Since our last meeting I have worked on the following items

- 1) Met with Veramarie to discuss the 2021 virtual conference theme and dates.
- 2) Created a video and transcript for the newsletter to update members on our conference and volunteer opportunities
- 3) Attended both February CoP meetings and assisted in taking notes from the meeting
- 4) Attended a R3 Presidents meeting when Angela was unable to attend the meeting
- 5) Reviewed the current PPM
- 6) Attended the website tutorial meeting

## Treasurer's Report

Samantha Cotter

Since stepping in as Interim Treasurer in May 2020, I've worked on the following:

I was given the standard operating procedures created by past Treasurer Karen Janssen. I reviewed these documents and all past correspondence extensively to become familiar with the role and its requirements. I later hosted a zoom meeting with Karen Janssen for further guidance on duties.

I reorganized the treasurer email to make current year correspondence easier to access. I updated financial account logins for Quickbooks and Paypal, and became familiar with the current accounting software. There, I created new rules for auto-balancing more transactions. I also set up autopay for the monthly expenses of insurance, storage, and .

I was made an authorized signer on the IRID checking and savings accounts by Angela Malcolmson. I was vetted by phone, by authorized Chase Bank staff. The authorization was finalized in person, onsite, by authorized Chase Bank staff. I received the business account card for IRID-related expenses.

As requested by the Board, I began a search and comparison for a more cost-efficient yet viable alternative to the current accounting software. After some time of independent research, I contacted the Treasurers of several Affiliate Chapters. I was able to host a meeting with Michigan RID Treasurer Rowan O'Daugherty, and received extensive guidance on responsibilities and accounting software. After viewing the capabilities of their current software, the basic Quickbooks package, I consulted with Angela and agreed on downgrading our own Quickbooks subscription. This would amount to annual savings of \$275. In gratitude to Michigan IRID Treasurer, Rowan O'Daugherty, for the time and expertise given, an electronic giftcard was sent.

As requested by the Board, I began the search for a CPA. The CPA would be in place to manage all annual filings and reportings, as well as help with establishing and maintaining the Finance Committee. A possible candidate was suggested by Karen Janssen. I contacted the candidate, and found that our needs were beyond the scope of his expertise. After more independent research, I am in talks with a personal contact, Deaf, who has extensive accounting and 501C3 experience.

The major expenses from May to present date have been

- the upgrade of Zoom subscription to a more robust capability for web-conferencing, and
- the hiring of Noetic Designs for the redesign of IRID's website
- the hiring of Bluehost webhosting service for the new IRID website

I managed the monthly reconciling of Quickbooks and bank account balances, and ensured the payment of both manual and autopay monthly expenses, and yearly memberships and fees.

#### MARCH 2021 UPDATES

1. Financial consultant S. Levine to organize current accounting software, streamline processes, and manage quarterly financials and reporting. Working out payment/rate.
2. All monthly expenses paid and current
3. For Amy - AALB has submitted payments for 12 applicants, to date.

# Illinois Registry of Interpreters for the Deaf

Balance Sheet  
As of March 31, 2021

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Balance reconciliation with PayPal	-5,495.76
Chase Checking	2,052.63
Chase Savings	21,124.93
Fidelity Investments	20,049.59
First American Bank - Checking	0.00
PayPal	3,461.41
PayPal Bank	6,744.57
PayPal Funds Transfer Account	0.00
<b>Total Bank Accounts</b>	<b>\$47,937.37</b>
Other Current Assets	
Uncategorized Asset	0.00
Undeposited Funds	0.00
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$47,937.37</b>
Other Assets	
Library Video Tape	0.00
<b>Total Other Assets</b>	<b>\$0.00</b>
<b>TOTAL ASSETS</b>	<b>\$47,937.37</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
<b>Total Liabilities</b>	
Equity	
Opening Bal Equity	1,640.00
Retained Earnings	52,469.48
Net Income	-6,172.11
<b>Total Equity</b>	<b>\$47,937.37</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$47,937.37</b>

# Illinois Registry of Interpreters for the Deaf

Profit and Loss  
January - March, 2021

	TOTAL
Income	
PayPal Sales	148.00
<b>Total Income</b>	<b>\$148.00</b>
GROSS PROFIT	<b>\$148.00</b>
Expenses	
2019 Conference	45.00
Operational Expense	0.00
Facility Rental	108.00
<b>Total Operational Expense</b>	<b>108.00</b>
PayPal Fees	5.35
Workshop Expense	0.00
Diversity Panel Workshop	500.00
<b>Total Workshop Expense</b>	<b>500.00</b>
<b>Total Expenses</b>	<b>\$658.35</b>
NET OPERATING INCOME	<b>\$ -510.35</b>
Other Income	
Interest Inc	-4.67
<b>Total Other Income</b>	<b>\$ -4.67</b>
NET OTHER INCOME	<b>\$ -4.67</b>
NET INCOME	<b>\$ -515.02</b>

## Secretary's Report

Kevin Jackson

Since the last board meeting on December 05, 2020 I have been working on or completed the following:

- 1) Compiled the draft minutes and reports from the 12/20 meeting and distributed them for review.
- 2) Attended planning and practice sessions for the annual membership meeting held November 1, 2020.
- 3) Compiled necessary documents and reports for the annual meeting.
- 4) Acted as contact person for nominations for officers at the annual meeting.
- 5) Finalized approved minutes and reports from the 2019 annual meeting for the shared drive and uploaded them to the website.
- 6) Compiled all available approved minutes, agendas and reports from board meetings from 2018-2020. Once compiled, all documents from each individual meeting were merged into one pdf for that date, uploaded to the shared drive for access then uploaded to the new website in the appropriate section. This has been completed.
- 7) I am in the process of compiling minutes and reports and supporting documents for all meetings conducted in 2017, including the annual membership meeting from that year. I have pulled what I can find from the archives of the old website. I will then search through old secretary emails to find what I can from 2017. Once I have everything downloaded, I will organize by date, compile what is available and upload to shared drive and website. This will take some time.
- 8) Compiled meeting minutes and reports from the 2018 annual membership meeting and uploaded to the shared drive and website.
- 9) Continued to monitor the [info@irid.org](mailto:info@irid.org) email - this amount of spam is now almost non-existent since the switch to gmail and transition to the new website. This is reduction of sometimes 20-25 spam emails/day to one or two legitimate member or inquiry emails per week. Once the new website is up and running, I expect legitimate contact emails will increase, but I do not expect the spam will return to prior levels due to preventative measures in place on the new website.
- 10) Attended a new website tutorial/training with the website administrator in preparation for the website going live.
- 11) Wrote the text for two website pages as requested.
- 11) Attended February 28, 2021 Community of Practitioners (Cof) discussion and took notes for the moderator.

## Member at Large (I) Report

Laura Kostomiris

1. Since the last board meeting on December 5, 2020, duties that I have been trying to achieve are increasing practitioners to come to the Community of Practitioners meetings. An extra monthly meeting, totaling 2 per month has been added to the schedule. We meet once on a weekday evening and Sunday evenings. This is in hopes to open flexibility in schedules to be able to attend and for ITP students to attend. The same discussion topic occurs for each meeting during that particular month. Notes are then shared with all who attend. Posts are made to Facebook pages and emails are sent to IRID members, with the link, informing practitioners and students for the upcoming meeting. Non-members email me and a link is then sent. For February, I sent personal emails to prior practitioners who have attended a past meeting inviting them to come to February's meeting. For March, I am going to look on the IDHHC website and send emails to all licensed interpreters in Illinois, once again explaining the goal of the Community of Practitioners meeting trying to increase the number of attendees. I am trying to reach the practitioners and students all over the state of Illinois not only in the Chicagoland Metropolitan area. The last 2 meetings, January and February we have had more practitioners from central to more south of Illinois. This month of February we had a large attendance of approximately 35 attendees plus several IRID Board members. This meeting focused on the status of reopening testing in the state of Illinois. This is still in discussion and an Interpreter Forum will occur with Benro, the IDHHC Director, to answer any questions practitioners and graduate students have about the current state of testing. A time and day will soon be determined. With the new IRID website, more information from these meetings will be posted on there.
2. Information about Community of Practitioners has been given and added to the new IRID website.
3. In addition, I have contacted Robyn K. Dean who will present a workshop on April 17, 2021 from 9:00-4:30pm on *Demand Control Schema: An Introduction to Normative Ethics in Interpreting*. A contract has been made and signed and a flyer is in the final stages to then start promoting this event. However, price per member, non-members and students need to be decided.



4. For the newsletter, I have sent to the shared drive the videos I have collected. There are a total of 6 in the drive. One was used in the last newsletter. Another video with a script is set for the next newsletter. As time goes on, more scripts will be added to the remaining videos.
5. Attended a meeting of the new website before going live with the Website Administrator.

### **Member at Large (2) Report**

Courtney Cechini

Since the last board meeting on December 5<sup>th</sup>, 2020, I have been working on the following:

- 1) On January 2<sup>nd</sup> I attended Katie Fitzpatrick's mental health workshop for interpreters hosted by CWood to learn about the topic and potentially have the workshop presented again with IRID.
- 2) I contacted Katie Fitzpatrick in hopes of having her present her workshop *Mental Health for Interpreters: Managing Memory, Attention, and Stress in the Coming Year*. The exact date is still being negotiated but it will be sometime in late spring. I have been developing the contract, and as soon as all details are decided, I will begin advertising.
- 3) Worked on developing pages for the new IRID website such as the "How to use an Interpreter" page including information for individuals who have never worked with an interpreter, what to expect, and some tips. I also worked on the "Learn ASL" page and compiled a list of all current ITPs in Illinois and their updated contact info.
- 4) Researched possible BIPOC scholarships for students enrolled in an ITP. I looked at other chapters to see what scholarships they offer and what organizations the scholarships are affiliated with.

### **Member at Large (3) Report**

Veramarie H. Baldoza

1. Met with Vice President Kathy Valiska to discuss 2021 conference theme and dates

2. Created Survey of IRID Conference topics and placed in IRID Conference 2021 folder
3. Wrote the IDHHC and ISBE licensure processes for the IRID website
4. Continued working on survey on reasons why registered license interpreters are not members

## **Student Representative's Report**

Ian Rust

Since the Board meeting on December 5th, 2020, I have done the following:

1. On March 4th, I contacted all of the heads of the ITP's within the state of Illinois for a potential event opportunity. This event would be an Alumni panel with graduates from the programs all over the state of Illinois. The panel itself will focus on the Deaf Studies/Interpreting students' post graduate experiences working in the field. The goal of the panel will be to engage in fruitful discussions about the post-grad life. I have been in contact with a few graduates from the Columbia College Chicago ITP and have an interested panellist from the Deaf Studies program. This is in the early stages of development
2. On March 4th, Ian and Angie also discussed a potential student forum as a meet and greet opportunity for students across the state. This is still in the early stages

## **COMMITTEE REPORTS**

### **PDC**

No report - vacant position

### **Membership**

Bronwyn Schlaefer

### **Membership Rolls**

124 active members

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100 Voting (exactly, which is weird!)  
13 Ally  
11 Student  
0 Organization  
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2 additional accounts (Admin and Matt Bivins), so it looks like 126 members but isn't really

Also, in the current database we have 277 expired members that we brought over from the old website. These all expired in August of 2018, 2019, or 2020.

Something to note: While the website has been under construction, new memberships and renewals were not available. Now that we are getting ready to launch the new site, new member engagement and current member retention efforts can resume with renewed vigor!

## Recent Activity

Since the Board meeting on 12/5/2020 I have worked on the following:

- 1) Helped facilitate the COP meeting on 2/22/2021
- 2) Researched the pricing for Canva accounts

Other things still on my to-do list/on the horizon:

- 1) Learn the new membership database software for our new website.
- 2) Write and disseminate a survey for lapsed members to see why they are not part of IRID anymore and what we can do to peak their interest and bring them back.
- 3) Support the communications committee and other board members with new workshops, advertising events and membership perks, and future conferences.

## CMP

Amy Kisner

## Individual events

→ Approved since the last board meeting:

- ◆ 1 PINRA

## Workshops

→ 14 Workshops completed since the last board meeting:

- ◆ Culture, Identity, and the Interpreter: Unpacking Deaf Education (K-12) from the Deaf Perspective (CWoodPD, 12/5/2020)
- ◆ Chapter Study: "American Sign Language Interpreting in a Mainstreamed College Setting: Performance Quality and Its Impact on Classroom Participation Equity" (Nate Blair/CCC, 12/12/2020)
- ◆ Chapter Study: "On Resolving Cultural Conflicts and the Meaning of Deaf Centered Interpreting" (Nate Blair/CCC, 12/12/2020)
- ◆ Advanced Medical Interpreting COVID-19 (CWoodPD, 12/13/2020)
- ◆ Mental Health for Interpreters: Managing Memory, Attention and Stress in the Coming Year (CWoodPD, 1/2/2021)
- ◆ NIU Ethical Discussions (NIU PDG/Michele Anderson, 1/9/2021)
- ◆ Advanced Medical Interpreting Part 1 (CWoodPD, 1/16/2021)
- ◆ Advanced Medical Interpreting Part 2 (CWoodPD, 1/23/2021)
- ◆ Ethics in the Evening - Intro (CWoodPD, 1/26/2021)
- ◆ Language and Cultural Deprivation in the Black and Brown Community (CWoodPD, 2/6/2021)
- ◆ Ethics in the Evening - Tenant 1 (CWoodPD, 2/9/2021)
- ◆ Virtual Interpreting: How to Prepare and Deliver Ethically and Effectively (CWoodPD, 2/20/2021)
- ◆ Less IS More (Hinsdale South/CJ Speakman, 2/22/2021)
- ◆ Ethics in the Evening - Tenant 2 (CWoodPD, 2/23/2021)

→ 18 upcoming Workshops

- ◆ Ethics in the Evening - Tenant 3 (CWoodPD, 3/9/2021)
- ◆ Technology Signs (KYRID/Paul Glaser, 3/12/2021)
- ◆ Ethics in the Evening - Tenant 4 (CWoodPD, 3/23/2021)
- ◆ Healthy Choices! (CWoodPD, 3/27/2021)
- ◆ Unlearning words (CWoodPD, 3/28/2021)
- ◆ It's a Touchy Subject: Decision Making in the K-12 Setting (CWoodPD, 3/31/2021)
- ◆ Ethics in the Evening - Tenant 5 (CWoodPD, 4/6/2021)
- ◆ Sex Education for Interpreters (CWoodPD, 4/10/2021)
- ◆ Sexual & Reproductive Health ASL Classifiers (CWoodPD, 4/11/2021)
- ◆ Interpreting for Language Deprived Students in Educational Settings: A Conversation Starter (CWoodPD, 4/15/2021)
- ◆ Demand Control Schema: An Introduction to the Normative Ethics of Interpreting (IRID/Robyn Dean, 4/17/2021)

- ◆ Expressive Numbers in ASL (KYRID/Paul Glaser, 4/17/2021)
- ◆ Ethics in the Evening - Tenant 6 (CWoodPD, 4/20/2021)
- ◆ Use of Space in K-12 settings (KYRID/Paul Glaser, 4/30/2021)
- ◆ ASL Etymology Part 1 and Part 2 (CWoodPD, 5/1/2021)
- ◆ Ethics in the Evening - Tenant 7 (CWoodPD, 5/4/2021)
- ◆ Optimizing Interpreter Strengths (KYRID/Diane Gross, 5/27/2021)
- ◆ Understanding and Decompressing from Stress and Vicarious Trauma (KYRID/Diane Gross, 5/27/2021)

## Recent Activity

- There have been very few requests for Individual Event sponsorship this quarter: the bulk of CMP sponsorship has been workshops for CWoodPD.
- IRID has been asked to partner with Michigan interpreters in bringing the CORE, LLC interpreter-mentor trainings to Michigan this spring. The board has reviewed the MOU with CORE and Cindy Wood and decided to move forward, provided that our regular fee can be assessed for the 3 proposed workshops.
- KYRID's CMP sponsor has stepped down for health reasons and KYRID asked for our assistance in sponsoring several workshops currently in process while they train a new sponsor. I am happy to work with them, and have been communicating with their board about this process, including a Zoom meeting with the interim sponsor.
- Ongoing response to email questions about sponsorship, including continuing to accept PINRA applications from AALB.
- Significant work updating the forms and application process for the new website, and writing content for the pages describing the CMP program for the website
- Developed the new pricing proposal for 2021
- Received the results of the 2020 Academic Coursework Audit from the national PDC. Results are as follows:

*Dear Sponsor Administrator for Illinois RID,*

*The PDC has reviewed your submissions and determined you have passed the Academic Coursework audit. The auditors wish to share the following information with you specific to your submissions:*

*Excellent submissions showing the sponsor's knowledge of this category. Auditors appreciated the organization, thoroughness, and clarity of all the submissions - well done!*

*The Professional Development Committee (PDC) wishes to thank you for your participation in the audit and review of the Academic Coursework component of the Certification Maintenance Program (CMP). RID depends on our Sponsors to ensure the integrity, rigor and strength of the CMP that our members depend upon as well as the legal defensibility of RID certification, which is contingent on member participation in professional development and lifelong learning. The strength of the RID certification depends on sponsors like you.*

*If you have any questions or concerns, please feel free to contact the PDC at [ridpdc@rid.org](mailto:ridpdc@rid.org).*

*Sincerely,*

*The RID Professional Development Committee:*

*Richard Laurion, PDC Co-Chairperson*

*Lisa Weems, PDC Co-Chairperson*

*Mary Darragh MacLean (CIT Rep)*

*Dawn Duran*

*Nathan Fowler*

*Shalene Germani*

*Kathleen Lanker*

*Laura Beth Miller*

## **Communications**

Lindsay Wydra

Since our last board meeting on December 5, 2020, I have been working on the following:

1. I held a virtual meeting with Olivia Heitz, member of the Communications Committee, on January 13, 2021 to discuss the detailed plan for video content of the second issue of the IRID newsletter.
2. I worked collaboratively with Olivia to send an email submission request for newsletter videos to Amy Kisner (Feature Article), Angie Malcomson (President's Corner), Ian Rust (Student Spotlight), Laura Kostomiris (Deaf Story), and Kathy Valiska/Veramarie Baldoza (Volunteer Needs). This was sent on January 18 with a submission deadline of January 31. Due to my

emergency induction 6 weeks before my due date, the newsletter distribution date was delayed. I plan to continue working on compiling our videos and am hoping to finish the next issue of the newsletter as soon as possible.

3. I worked collaboratively with Amy Kisner to set up a new MailChimp account for IRID Communications email distributions through our new website.
4. I met virtually with Amy Kisner on February 23, 2021 for our Website Training Tutorial. During this meeting, I added my Biography to the Website for the Communications Committee Chair page and discussed the need for an opening paragraph on our NEWS page. I plan to complete this assignment in the next week.

## Webmaster

Amy Kisner

- The new website is now active!
- 300+ hours of website development, including weekly meetings with Matt Bivins since August (building pages, importing contacts, establishing connections with our financial accounts, writing or collecting content)
  - ◆ We have 42 active pages currently
- Led 4 trainings on how to use the website/new branding elements with board members and committee chairs
- Old server space will expire on March 16, 2021. We are ready for this.
- Next steps:
  - ◆ Set up home page banner posts topics/schedule
  - ◆ Develop the announcement campaign
  - ◆ Treasurer and I will need to link the IRID credit card to our Elementor account for annual payments
  - ◆ Decide IRID's stance on Agency Directory page
  - ◆ Review scholarships offered and criteria
  - ◆ Ongoing refinements to the website, including the events template
  - ◆ Continue to develop tutorials and more robust documentation for using the website