



# IRID

ILLINOIS REGISTRY OF  
INTERPRETERS FOR THE DEAF

## Board Meeting : March 19, 2022

President

*Angela Malcomson*

Vice President

*Kathy Valiska*

Secretary

*Courtney Cechini*

Treasurer

*Samantha Cotter*

Member at Large

*Vacant*

Member at Large

*Vacant*

Member at Large

*Veramarie Baldoza*

Student Representative

*Amanda Vinson  
Tessa Kerouac*

Regular meeting of the board of the Illinois Registry of Interpreters  
for the Deaf

March 19, 2022

10:00 am to 02:00 pm, CST

Location: Zoom

## AGENDA

- 1. Call to order**
- 2. Determination of Quorum**
- 3. Approval of Agenda**
- 4. Approval of previous meetings minutes**

Link to 9/11 minutes: [2021 0911 Board Meeting Packet \(draft\).docx](#)

- 5. Board reports**

- a. questions/comments

- 6. Committee reports**

- a. questions/comments

- 7. Old Business:**

- a. Illinois IEP/ITP conference postponement (From May to September 9th & 10th)
- b. Conference planning update (October 8th and 9th Hybrid)

- 8. New Business:**

- a. Approval of R3 Conference donation \$500.00
- b. Approval of Garcia workshop
- c. Concerns for IRID Future/vacant positions/expiring terms 2022/2023
- d. Storage (move/close/account holder?)

- 9. Set Next Meeting**

- a. June 16-19 via Zoom and face to face (during R3 conference).

- b. September 24, 2022
- c. December 10, 2022

## **10. Adjournment**

# MEETING MINUTES

## In Attendance:

Board: Angie Malcomson, Courtney Cechini, Veramarie Baldoza

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

Absent: Kathy Valiska, Samantha Cotter, Amanda Vinson, Tessa Kerouac

### 1. **Call to order**

The meeting was called to order by President Malcomson at 10:03am.

### 2. **Determination of Quorum**

Quorum not established

### 3. **Approval of Agenda**

Did not meet quorum, agenda could not be approved.

### 4. **Approval of previous meetings minutes**

Did not meet quorum, Sept. 11th meeting minutes could not be approved.

### 5. **Board reports (see attached)**

President: summarized attached written report and current financials. Has been working on IMMP program and meeting with Region 3 conference committee.

Vice President - no written report.

Treasurer - written report of organization financials.

Secretary - summarized attached written report. Has been working on organizing OneDrive and transitioning into Secretary position. Submitted annual report to RID.

Member-at-large 3 - summarized attached written report. Attended IMMP meetings and coordinated with presenter for potential June workshop.

Student Representatives - no written report.

## 6. **Committee reports (see attached)**

PDC - no written report. Suggested that we get the whole year worth of events on the calendar in order to advertise. Has been working on contacting presenters for future workshops and getting an idea of topics that the community would like to see. Has been in contact with a few presenters who are interested in working with IRID to present workshops.

Membership - summarized written report. Membership overall has increased. Working on hosting a potential ASL to English workshop in the near future.

CMP - summarized written report. has been working with CWood on workshop presentations. Discussed needing to develop and/or find new templates for flyers, contracts, etc. and is working on putting together a folder for checklists and target dates for workshops and events as well as when communication needs to go out.

Communications - Has been managing social media and sending out communication regarding conference and business meeting as well as IMMP program.

Webmaster - summarized written report. Has updated menus on IRID website and added all new events. Also updated new board member profiles.

## 7. **Old Business:**

- a. Illinois IEP/ITP conference postponement (From May to September 9th & 10th)
  - i. Currently are working on approval for space at Columbia and emailing ITP programs. Angie, Tessa, and Amanda are discussing pricing for event for students. Angie will take over September date for hosting a workshop and continue working on IEP/ITP conference.
- b. Conference planning update (October 8th and 9th Hybrid)
  - i. Kathy not present, will get update on conference planning.

## 8. New Business:

- a. Approval of R3 Conference donation \$500.00
  - i. RID is asking ACs for \$500 donation (includes one free registration). Costs can be covered for 1 or 2 representatives who would like to go. Will send out to members for vote on donation. One other board member can attend with fees waved.
- b. Approval of Garcia workshop
  - i. Email was received from Socorro Garcia regarding workshop fees. Board looked over proposal and discussed duration. Workshop would be 3 hours: Garcia presents for 1 hour, Latinx Deaf panel presents for 1 hour, and then trilingual panelists. Briefly discussed presenter rate, prep work, and workshop process.
  - ii. Amy mentioned needing proposal/contract more ahead of time. CMP needs info 8 weeks prior to workshop date. Will be working on set schedule for reminders.
- c. Concerns for IRID Future/vacant positions/expiring terms 2022/2023
  - i. We have multiple vacant positions with President and Vice President terms expiring this fall. Our focus needs to be on the future, recruiting members to join the board and fill the vacant positions. Amy Kisner suggested that professional development opportunities being offered more regularly may help to recruit and bring in those new members.
- d. Storage (move/close/account holder?)
  - i. Storage unit is still in Kevin Jackson's name and costs \$45 per month. Discussed possibly scanning documents and saving them as PDFs rather than having physical copies. Courtney, Angie, and Kevin will meet at unit to transfer unit to Courtney.

## 9. Set Next Meeting

- a. June 16-19 via Zoom and face to face (during R3 conference).
- b. September 24, 2022
- c. December 10, 2022

## 10. Adjournment

Meeting adjourned at 11:58 AM

### Motion

No motions

### Action Item

1. Amy and Courtney will meet to set up email reminders to be sent out to board members to help stay organized and on top of deadlines for professional development assignments.
2. Angie, Kevin, and Courtney will transfer storage unit.
3. Veramarie will coordinate with Socorro Garcia regarding workshop and fees.

# BOARD REPORTS

## President's Report

Angela Malcomson

- Since our last board meeting I have participated in the IMMP program totaling about 7-10 hours per week for the last 8 weeks.
- Met with and attended R3 conference planning committee meetings
- Met with Marijo Wimbush from CHS to plan and design the continuation of the IMMP in Illinois.
- Checked the P.O. box monthly and sent mail to our secretary or treasurer when needed.

## Vice President's Report

Kathy Valiska

## Treasurer's Report

Samantha Cotter

Account Balances:

Chase Checking:	\$1,316.86
Chase Savings	\$8,867.04
PayPal	\$8,233.67
Fidelity	\$20,052.39

Assets:	\$38,469.96
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## Secretary's Report

Courtney Cechini

Since the last board meeting, I have worked on/continued to work on the following-

- Worked with previous IRID Secretary to transition into Secretary role
- Submitted annual report to RID
- Prepared meeting packet for March 19th, 2022 board meeting



- Distributed September 11th board meeting minutes for approval by board

### **Member at Large (1) Report**

Current MAL 1- Vacant

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

Current MAL 2- Vacant

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

Veramarie Baldoza

- continued attendance of the Illinois Master Mentor Program (IMMP)
- inquired with Socorro Garcia and Devon Whitmore regarding virtual workshop for June 2022

### **Student Representative's Report**

Amanda Vinson and Tessa Kerouac

## **COMMITTEE REPORTS**

### **PDC**

Shannon Moutinho

### **Membership**

Bron Schlaefer

### **Membership Rolls (numbers compared to 9/11 report)**

Voting: 108 (up from 75)

Ally: 7 (up from 4)

Student: 12 (up from 2)

Organizational: 2 (up from 1)

Total: 129 (up from 82)

Look at all that green! Some of this came from Amy and I getting a handle on expiration dates with the new site, but also we have genuinely been gaining new members! I have about 5-10 approvals every month, so this is very promising!

## Recent Activity

Since the new year retreat, I do not have anything new to report. I intend to help PDC with her work, supporting anyone that needs membership reports and membership numbers, and growing and maintaining our membership.

## CMP

Amy Kisner

## Individual events

- Approved since the last board meeting:
  - ◆ No individual events requested

## Workshops

- 21 Workshops completed since the last board meeting
  - ◆ Preparing for the BEI Basic Evaluation (CWoodPD, 10/9/2021)
  - ◆ CORE Panel Discussion (CORE Michigan LLC, 10/10/2021)
  - ◆ The ABCs of IEPs: The Role of the Educational Interpreters in IEP Meetings (CWoodPD, 10/13/2021)
  - ◆ Preparing for the BEI Advanced Evaluation (CWoodPD, 10/16/2021)
  - ◆ The Tropes of Interpreting (CWoodPD, 10/16/2021)
  - ◆ Collecting, Analyzing, and Discussing Language Samples of Deaf Students in Educational Settings (CWoodPD, 10/20/2021)
  - ◆ ASL to English Interpreting: Improving your work for the next job (CWoodPD, 10/29/2021)
  - ◆ Deliberate Practice: Achieving your Goals with Purpose (CWoodPD, 11/13/2021)
  - ◆ Requesting a Deaf Interpreter CWoodPD, 11/17/2021)
  - ◆ Communication Access: Interpreting for People Who are Deafblind (CWoodPD, 11/20/2021)

- ◆ Ethics and Intersectionality: Interpreting for People Who are Deafblind (CWoodPD, 11/21/2021)
- ◆ Dominant, Influential, Steady, Conscientiousness: What makes you Tick? (CWoodPD, 12/9/2021)
- ◆ Vulnerability in a Virtual World (CWoodPD, 12/11/2021)
- ◆ Transcending Hearing Guilt: Engaging with Compassion (CWoodPD, 1/12/2022)
- ◆ Moving Beyond Accommodations in Mainstreamed and Itinerant Settings (HSHS, 1/18/2022)
- ◆ An Ethical Look at Becoming the “Ideal Team Player” (CWoodPD, 1/27/2022)
- ◆ The Dynamics of Emergency Management Interpreting (CWoodPD, 1/29/2022)
- ◆ Beyond Interpreting: The Impact of the Educational Interpreter in K-12 from the Deaf Perspective (DeafCAN, 1/29/2022)
- ◆ Advanced Medical Interpreting: Ethical Practice for Interpreters (CWoodPD, 2/27/2022)
- ◆ Intro to Legal Interpreting: Staffing Legal Assignments and the Arraignment Process (CWoodPD, 3/12/2022)
- ◆ Meaning from the Hot Seat. Am I making sense? (CWoodPD, 3/14/2022)

→ 10 Upcoming workshops

- ◆ The Business of Interpreting (CWoodPD, 3/27/2022)
- ◆ Conquer the TEP: Improve Your English Comprehension (CWoodPD, 3/23/2022)
- ◆ ASL Etymology Part III and IV (CWoodPD, 4/2/2022)
- ◆ Wait! You did what? Was that ethical? (CWoodPD, 4/13/2022)
- ◆ Wait! You did what? Was that ethical? (CWoodPD, 4/20/2022)
- ◆ Wait! You did what? Was that ethical? (CWoodPD, 4/27/2022)
- ◆ Test: A four letter word (CWoodPD, 5/7/2022)
- ◆ Advanced Medical Interpreting: Ethical Practice for Interpreters (Encore) (CWoodPD, 5/15/2022)
- ◆ Understanding Deaf Cultural Trauma (CWoodPD, 6/16/2022)
- ◆ Implications of Working as a Sign Language Interpreter During & Post COVID-19 (DeafCAN, 6/11/2022)

## Recent Activity

- Supported and processed CEUs for the IRID 2021 Fall Conference

- Email management and approval of workshops throughout the winter
- Updated all tracking documents and forms for 2022
- Made progress on instruction/procedures pages for the PPM
- PINRA audit flagged two things that I did not include in the submissions. I have already submitted the corrections to RID, and the proposed corrections were accepted by the audit committee.
- 2022 audit is on SIA (workshops) and the request from the national committee was sent out this week. Currently gathering submission materials for this year's audit.
- Continued to participate in the RID R3 2022 CMP committee, the focus of work so far has been on reviewing workshop proposals and communicating with presenters about needed revisions.
- Corrected the contact email address with the national listserv group for CMP Sponsors
- Met with Michelle Clyne regarding Project Reach.
- Met with the NIU PDG to review the requirements for their group. New process details are still being worked out.
- Currently developing a workshop with CWoodPD to help new presenters develop workshops. Will be presented in mid/late May.

### Needs board approval:

Proposal that IRID waive or reduce the IS fee for anyone who attends CWoodPD's workshop on presenter development and wants to start a new workshop.

Proposal that IRID offer a reduced, bulk fee for Project Reach

### Communications

Lindsay Wydra

Since the last board meeting, I have worked on the following:

- I focused on marketing and social media/email communications to advertise for the annual Fall Conference & Business Meeting on October 16, 2021.
- I continued to share communications regarding the Illinois Master Mentor Program.
- I uploaded Angela Malcomson's President Message Video to our YouTube account and shared it on our Facebook page. The video asked members to consider volunteering for one of our two vacant board positions, both

Members-at-Large. The video also solicited suggestions and feedback from members for the Board to discuss at our board retreat on January 29, 2022.

- I participated in Slack discussions to plan the advertising strategy for a grant-writing workshop that was to take place on March 12, 2022. This workshop has since been postponed to a later date.

## Webmaster

Amy Kisner

- Added all events for IRID Board Meetings
- Added all events for CWoodPD Partner workshops
- Updated mobile menus
- Renewed our PMPPro account
- Wrote several contract templates, still in progress
- Updated website header for members since we can't sustain a rolling banner
- Worked on accessibility tweaks for website, installed a plugin to allow users more control over the display of the site. Additional work on improving landmarks is planned (this is all backend)
- Worked with new board members to update their profiles website. Student reps are still outstanding.