



**ARID General Membership  
Little Rock, AR  
April 11, 2015**

**I. ROLE CALL**

**Board Present:** Cheryl Thomas, Anna Litchfield, Katelyn Wilson, Glenn Anderson

**Voting Members Present:** Clint Brockway, Debbie Pearce, Linda Stauffer, Myra Taff-Watson

**Student Members Present:** Niki Charles, Nick Winchell

**No Quorum Present**

**Meeting called to Order at 9:10 am.**

**II. Board Reports**

A. President:

1. Region IV is not having a leadership retreat this year.
2. The PPM is ready for membership review.

B. Vice President:

See Biennial Report

C. Secretary:

1. See Nominations.
2. All motions from last year will be in the ARIDian in preparation for the Biennial Conference.
3. Meeting notes from the 2013 Biennial Business Meeting need to be sent to Myra for inclusion in the conference Program Book.

D. Treasurer:

1. Finance Reports



**Arkansas Registry of Interpreters** 11:49 PM  
**Balance Sheet** 04/10/2015  
**As of April 10, 2015** Cash Basis  
Apr 10, 15

**ASSETS**

**Current Assets**

**Checking/Savings**

Bank of America

24,262.41

**Total Checking/Savings**

24,262.41

**Total Current Assets**

24,262.41

**TOTAL ASSETS**

24,262.41

**LIABILITIES & EQUITY**

**Liabilities**

**Long Term Liabilities**

Robert Steed Memorial Fund

3,894.96

Scholarship Fund

-129.50

Shirley T. Herald Memorial Fund

600.00

**Total Long Term Liabilities**

4,365.46

**Total Liabilities**

4,365.46

**Equity**

Opening Balance Equity

15,282.12

Unrestricted Net Assets

-713.49

Net Income

5,328.32

**Total Equity**

19,896.95

**TOTAL LIABILITIES & EQUITY**

24,262.41



**Arkansas Registry of Interpreters for the Deaf**  
**Profit & Loss Budget Overview**  
 January 2014 through June 2015

12:08 AM  
 04/11/2015  
 Cash Basis

	Jan '14 - Jun 15	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Biennial Conference</b>			
Banquet/Reception Tickets	0.00	0.00	0.00
Donations	0.00	0.00	0.00
Exhibitors Fees	0.00	610.00	-610.00
Fundraising	308.45	0.00	308.45
Miscellaneous	0.00	0.00	0.00
Program Book Ad	0.00	350.00	-350.00
Registration Fees	1,675.00	16,000.00	-14,325.00
Seed Money	0.00	1,000.00	-1,000.00
Sponsorship	4,450.00	5,000.00	-550.00
<b>Total Biennial Conference</b>	<b>6,433.45</b>	<b>22,960.00</b>	<b>-16,526.55</b>
<b>Total Income</b>	<b>6,433.45</b>	<b>22,960.00</b>	<b>-16,526.55</b>
<b>Gross Profit</b>	<b>6,433.45</b>	<b>22,960.00</b>	<b>-16,526.55</b>
<b>Expense</b>			
<b>Biennial Conference Costs</b>			
CMP Certificates	0.00	100.00	-100.00
Entertainment	0.00	500.00	-500.00
Exhibitor Tables	0.00	610.00	-610.00
<b>Facility/Venue</b>			
Food & Beverage	0.00	7,000.00	-7,000.00
Room Guarantee	0.00	0.00	0.00
<b>Technology</b>			
A/V	0.00	2,000.00	-2,000.00
Internet	0.00	0.00	0.00
Staging & Lighting	0.00	0.00	0.00
<b>Total Technology</b>	<b>0.00</b>	<b>2,000.00</b>	<b>-2,000.00</b>
<b>Total Facility/Venue</b>	<b>0.00</b>	<b>9,000.00</b>	<b>-9,000.00</b>
<b>Fundraising</b>	0.00	200.00	-200.00
<b>Hospitality</b>	0.00	250.00	-250.00
<b>Interpreters</b>			
Accommodations	0.00	600.00	-600.00
Meals	0.00	200.00	-200.00
Service Fee	0.00	500.00	-500.00
Travel	0.00	400.00	-400.00
<b>Total Interpreters</b>	<b>0.00</b>	<b>1,700.00</b>	<b>-1,700.00</b>
<b>Miscellaneous</b>			
Bags	0.00	200.00	-200.00
Supplies	0.00	100.00	-100.00
Trophies/Awards	0.00	100.00	-100.00
<b>Total Miscellaneous</b>	<b>0.00</b>	<b>400.00</b>	<b>-400.00</b>
<b>Presenter Honorarium</b>	0.00	4,200.00	-4,200.00
<b>Presenter Lodging</b>	0.00	2,000.00	-2,000.00
<b>Presenter Meals</b>	0.00	350.00	-350.00
<b>Presenter Travel</b>	0.00	2,500.00	-2,500.00
<b>Program Book Printing</b>	0.00	100.00	-100.00
<b>Registrations Committee</b>			
Name Tags	0.00	120.00	-120.00
Paper	0.00	0.00	0.00
Printing Supplies	0.00	120.00	-120.00
T-Shirts	0.00	100.00	-100.00
<b>Total Registrations Committee</b>	<b>0.00</b>	<b>340.00</b>	<b>-340.00</b>
<b>Shuttle Transportation</b>	0.00	0.00	0.00
<b>Support Staff</b>			
Accommodations	0.00	410.00	-410.00
Food	0.00	200.00	-200.00
T-Shirts	0.00	100.00	-100.00
<b>Total Support Staff</b>	<b>0.00</b>	<b>710.00</b>	<b>-710.00</b>
<b>Total Biennial Conference Costs</b>	<b>0.00</b>	<b>22,960.00</b>	<b>-22,960.00</b>
<b>Total Expense</b>	<b>0.00</b>	<b>22,960.00</b>	<b>-22,960.00</b>
<b>Net Ordinary Income</b>	<b>6,433.45</b>	<b>0.00</b>	<b>6,433.45</b>
<b>Net Income</b>	<b>6,433.45</b>	<b>0.00</b>	<b>6,433.45</b>



# ARID General Membership Meeting 2015

Arkansas Registry of Interpreters for the Deaf  
**Profit & Loss Budget vs. Actual**  
 July 2014 through June 2015

11:49 PM  
 04/10/2015  
 Cash Basis

	Jul '14 - Jun 15	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
CMP Sponsored Activity Fees	0.00	250.00	-250.00
Fundraising	0.00	170.00	-170.00
<b>Membership Dues</b>			
Student	150.00	150.00	0.00
Supporting	525.00	750.00	-225.00
Voting	1,190.00	1,575.00	-385.00
<b>Total Membership Dues</b>	<b>1,865.00</b>	<b>2,475.00</b>	<b>-610.00</b>
<b>Workshops</b>			
Miscellaneous	5.00	0.00	5.00
Registration	2,800.00	5,000.00	-2,200.00
Sponsorships	0.00	850.00	-850.00
<b>Total Workshops</b>	<b>2,805.00</b>	<b>5,850.00</b>	<b>-3,045.00</b>
<b>Total Income</b>	<b>4,670.00</b>	<b>8,745.00</b>	<b>-4,075.00</b>
<b>Gross Profit</b>	<b>4,670.00</b>	<b>8,745.00</b>	<b>-4,075.00</b>
<b>Expense</b>			
<b>Board Expenses</b>			
<b>Conference Registration</b>			
Region IV Conference	0.00	0.00	0.00
RID National Conference	0.00	500.00	-500.00
<b>Total Conference Registration</b>	<b>0.00</b>	<b>500.00</b>	<b>-500.00</b>
<b>Lodging</b>			
Region IV Conference	0.00	0.00	0.00
RID National Conference	0.00	800.00	-800.00
<b>Total Lodging</b>	<b>0.00</b>	<b>800.00</b>	<b>-800.00</b>
Plaques/Gifts	0.00	100.00	-100.00
Supplies	0.00	50.00	-50.00
<b>Travel</b>			
President's Retreat	0.00	500.00	-500.00
Region IV Conference	0.00	0.00	0.00
RID National Conference	0.00	1,000.00	-1,000.00
<b>Total Travel</b>	<b>0.00</b>	<b>1,500.00</b>	<b>-1,500.00</b>
<b>Total Board Expenses</b>	<b>0.00</b>	<b>2,950.00</b>	<b>-2,950.00</b>
<b>CMP</b>			
Annual Fee	0.00	150.00	-150.00
<b>Total CMP</b>	<b>0.00</b>	<b>150.00</b>	<b>-150.00</b>
<b>Donations Made</b>			
Fundraising Costs	0.00	0.00	0.00
Activities	0.00	0.00	0.00
<b>Total Fundraising Costs</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Member-at-Large Outreach</b>			
District I	0.00	46.00	-46.00
District II	0.00	46.00	-46.00
District III	0.00	46.00	-46.00
<b>Total Member-at-Large Outreach</b>	<b>0.00</b>	<b>138.00</b>	<b>-138.00</b>
<b>Membership Committee</b>			
Membership Cards	0.00	40.00	-40.00
Postage	0.00	30.00	-30.00
Printing	0.00	0.00	0.00
<b>Total Membership Committee</b>	<b>0.00</b>	<b>70.00</b>	<b>-70.00</b>
<b>Operations</b>			
Advertising	250.00	200.00	50.00
Financial Record Keeping	28.00	100.00	-72.00
LRID Interpreter Travel	654.20	500.00	154.20
PayPal	89.17	150.00	-60.83
Supplies	0.00	0.00	0.00
<b>Total Operations</b>	<b>1,021.37</b>	<b>950.00</b>	<b>71.37</b>
<b>Postage</b>			
Newsletter	0.00	0.00	0.00
PO Box Rental Fees	62.00	62.00	0.00
Treasurer Postage	0.00	35.00	-35.00
<b>Total Postage</b>	<b>62.00</b>	<b>97.00</b>	<b>-35.00</b>
Sunshine Committee	131.82	50.00	81.82
<b>Web Site</b>			
Maintenance	2,550.00	1,500.00	1,050.00
Web Hosting Fee	12.49	140.00	-127.51
<b>Total Web Site</b>	<b>2,562.49</b>	<b>1,640.00</b>	<b>922.49</b>
<b>Workshop Costs</b>			
Food	29.25	200.00	-170.75
Honorarium	1,100.00	1,500.00	-400.00
Meals/Lodging	316.75	200.00	116.75
Miscellaneous	0.00	0.00	0.00
Supplies	0.00	100.00	-100.00
Travel	273.00	800.00	-527.00
<b>Total Workshop Costs</b>	<b>1,719.00</b>	<b>2,800.00</b>	<b>-1,081.00</b>
<b>Total Expense</b>	<b>5,496.68</b>	<b>8,845.00</b>	<b>-3,348.32</b>
<b>Net Ordinary Income</b>	<b>-826.68</b>	<b>-100.00</b>	<b>-726.68</b>
<b>Net Income</b>	<b>-826.68</b>	<b>-100.00</b>	<b>-726.68</b>



E. Members at Large:

1. District 1 – No Report
2. District 2 – No Report.
3. District 3 – Glenn Anderson
  - A. Concerns about the interpreting process in the court room, regarding simultaneous and consecutive interpreting.
  - B. Glenn contacted Cheryl and the AOC has provided information.
  - C. Myra will send agenda for the Deaf Festival to Katelyn.

**III. Committee Reports**

A. Biennial Planning Committee:

1. Online registration for the Biennial has not been working for the past week, but now it is fixed.
2. Need to send an announcement to surrounding states.
3. Everything is up on the website – one day registrations and full conference registrations.
4. Will extend Early Bird registration for one week – date to be decided by the Biennial Planning Committee today and will be sent to the listserv.
5. A schedule will be sent out soon – Clint is sending the schedule this week.
6. We still need volunteers for most of the committees – Linda is volunteering to help with any committees.
7. Sorenson is sending three interpreters.
8. We have ARS SSPs and individuals who have volunteered for individual workshops.
9. LRID has one volunteer so far and their deadline is May 1<sup>st</sup>.
10. Allison Caruthers has volunteered to do a photo booth for the reception.
11. Any members and support staff can take pictures and send them to the Board.
12. Also, the Biennial Planning committee will create a hashtag for the conference.

B. Editorial Committee:

1. Still working on the March newsletter.
2. Some more reports are coming in and it will be sent out this week.
3. The next newsletter will be in June.
4. Linda is suggesting remind people two weeks before it is due.
5. The June ARIDian will include Biennial Conference information.



C. Certification Maintenance Program:

1. In the December meeting, we talked about scan technology for CEUs.
2. One scan gun cost \$378.21 and includes the scan gun, a three year warranty, and shipping.
3. A scan gun would allow us to never have to print for CMP.
4. For the regular quarterly workshops, we just need one, but for the Biennial, we need three.

Questions about renting

5. There are concerns with buying three.
  - a. Technology changes
  - b. What if it does not work?
6. The scan could take place at the end of the workshop.
7. At the Biennial, we will have the code on paper and can scan it that way or on the phone.
8. We have the money in our account.
9. Myra recommends to buy three scan guns because we can afford it and we do not spend a lot of money.
10. The Board can approve up to \$500 without membership approval, so we could buy one.
11. Myra suggested an electronic vote.

**Motion: To approve \$1,134.63 for the purchase of 3 scan guns (including three year warranty, tax, and shipping) in order to reduce the amount of manually-entered data required to accurately report CEUs to both the Registry of Interpreters for the Deaf and Arkansas Rehabilitation Services for our nationally certified and state credentialed members.**

12. There was a motion made, but no quorum present. We took a straw vote and it was unanimous in favor of buying the three scanners.
13. Will send out a Survey Monkey electronically.

IV. Unfinished Business

A. Policies and Procedures Manual:

1. The document is finished and ready to upload to the website.
2. Anybody that has responses can send via Contact Us on the website.

B. Awards:

1. Shirley Harold – Already decided.
2. Barbara Northup – We have 1 nomination, but need more. Will extend the request for nominations.



C. Other:

1. With the email addresses, the arkansasrid.org are not working.
2. Suggestion of one form and remove the individual email.
3. Question about where scholarship emails will be sent.
4. Myra is asking for photos, stories, etc. to honor Barbara and Shirley.

Meeting Adjourned at 10:24 am.

V. New Business

A. Member at Large:

1. Chrystal Honorable has been nominated for the District 2 MAL position.
2. Acclimation new MAL Chrystal Honorable.

B. Call for Nominations:

1. Sent out a call for nominations for the Shirley Herald Life-time Achievement Award
2. Sent out a call for nominations for the Barbara Northup Excellence in Community Involvement Award
3. Katie Becker was the previous recipient of the Barbara Northup Excellence in Community Involvement Award.

VI. Announcements

- A. Don't forget to update your Interpreter License – Due December 31<sup>st</sup>.
- B. Workshop next Saturday.

**Meeting Adjourned at 1:40 pm**