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**ARID General Membership  
Rogers, AR  
September 10, 2016**

**I. Call to Order**

- A. Board Present:** Clint Brockway, Debbie Pearce, Chrystal Honorable, Ashley Beaty, and Kari Houtchens
  
- B. Voting Members Present:** Meagan Beaty, Karin Binko, Shannon Buccino, Mary Coger Taylor Hardcastle, Ray James, Jen Powers, Donna Robinson, Kahla Scroggins, Cynthia Shifflett, Michela Steele, Janet Surratt, Myra Taff-Watson, Sebrena Westcott, Katelyn Wilson, and Gillian Whitney
  
- C. Supporting Members Present:** Amy Burgireno, Leah Carney, Andrea Chang, Cheri Courtright, Margaret Gray, Gloria Hunton, Dana Lindner, Holly McCray, Jeffrey McCrary, Trina Mosier, Stephanie Patterson, Jason Shifflett, Lindsey Brooke Torbett, Sheila Verycruise, T. Janene Williams
  
- D. Student Members Present:** Jami De La Cruz and Kyra Hawkins
  
- E. Visitors:** Venus Ayers and David Campbell

**Quorum Present**

**Meeting called to Order at 11:23 am.**

**II. Approval of Minutes**

**GM16.08 Move to approve the minutes for the 6/04/16 GMM (James, Binko) PASSED.**

**III. Officer Reports**

- A. President:** Clint Brockway
  - 1. Annual Reports
    - a. On August 14, 2016, committee reports were collected and sent to RID.
    - b. Once the reports are reviewed RID will send a formal response, which will be shared with the members.
    - c. Clint is optimistic about the results because our organization has been very active over the past year.



## 2. RID National Conference

- a. The conference will be held July 20-24, 2017 in Salt Lake City, Utah.
- b. The theme is “LEAD Now Together”.
- c. There has been discussion in for a while in RID and among colleagues about leadership training.
- d. Two tracks with registration limits
  - i. Leadership Development (450 registrants)
  - ii. Skills Development (200 registrants)
- e. This goal of the conference is to provide an opportunity for individuals who are serving RID on various committees and how to serve better in those committees.
- f. Those who are not interested in the leadership track can still go for skills development.
- g. The last national conference in New Orleans was a major financial loss, and as a result of that, RID has limited in what they are providing as far as capacity.
- h. The conference will not have a tiered price rate. The flat rate is \$425 for all registrants.

## 3. Registration

- a. Half of the available seats are open to the public.
- b. Half of the available seats will go to the Affiliate Chapters, Member Sections, Councils and Committees.
- c. This means half of the seats will be given to those who are currently serving in RID and half are given to those not currently serving.
- d. The idea is to create a sustainable cycle of leadership development.
- e. There will be a lottery selection system for public registration
  - i. First selection will be announced on March 1, 2017.
  - ii. Those in the first lottery will have a three week time frame to complete registration.
  - iii. Registration and payment must be completed by March 22, 2017.
  - iv. On March 22<sup>nd</sup>, all slots for which registration was not completed will return to the pool and those selected in the second lottery are also allowed three weeks to complete registration and payment.
  - v. This process will continue until all slots for all tracks/registrant pools are full.
- f. Affiliate Chapters, Member Sections, Councils and Committees of RID will be assigned a given number of slots and it is up to those entities to determine how to divvy up their slots.



4. Changes in RID Leadership

1. Tina Maggio's resignation
  - a. Resigned as Senior Director of Programs and Services
2. Dawn Whitcher's resignation
  - a. Resigned as RID Board President
3. Melvin Walker's accession
  - a. Former RID Board Vice President
  - b. Because of Dawn's resignation, he is now RID Board President.
  - c. The Board will appoint a new Vice President.
  - d. This does not go out to an election is because it is not a full term.
  - e. He is serving out the last 1 year of the President's term.
  - f. Next year, positions for President and Vice President will open for re-election.
4. Executive Director search
  - a. The Transition Team initially held a search
  - b. When the verification moratorium was announced, several of the candidates did not want to make the commitment.
  - c. Once this issue is resolved, the notion of entertaining the search will resume
  - d. An application is currently open through September 15<sup>th</sup>.
  - e. We will have someone new; however when they will start we do not know.
  - f. Anna Witter-Merrithew has been the interim Executive Director for the last 18 months and she will be leaving to explore other endeavors.
5. Region I and IV Representative vacancies
  - a. In January, a call was sent out for nominees and there were none.
  - b. In March, another call was sent out and there were no nominees.
  - c. We are currently in the third and last call for nominees and we have one known candidate for Region IV Rep.
  - d. Not sure if there is a candidate with Region I.

**B. Vice President:** Debbie Pearce

1. Biennial Logo
    - a. Logo for the conference was presented to the membership.
    - b. The logo was attained through our first ever design competition.
    - c. With the help of a few donations the competition was open to students attending any college in the state of Arkansas.
    - d. Ideas were submitted and the logo was chosen.
  2. Four Points
-



- a. The venue chosen is the Four Points by Sheraton in Bentonville and the contract was signed on September 9, 2016.
- b. This is a very modern, remodeled facility.
- c. It has a lot of open spaces that will relate to our camaraderie.

3. Opportunities for service

- a. Every committee has a chairperson and at least one other person.
- b. We really need people from the NW area to jump on board to help with some of the things we need to do.
- c. The conference coordinator from Four Points suggested we contact the Bentonville Visitor's Center to see what kind of help they would offer.
- d. Clint, Debbie and Elise visited with them and they had great ideas.
- e. There are positive opportunities for finding sponsorship.

4. Conference Dates

- a. Preconference will be held on Thursday, June 8<sup>th</sup> at the Four Points and will focus on medical interpreting.
- b. Full conference will be held June 9<sup>th</sup>-10<sup>th</sup>.
- c. A survey has been sent out to members asking what topics they would like to see for the conference.
- d. A call for presenters has been sent out and we should know the full line up by December no later than January.

C. **Secretary:** Chrystal Honorable

1. Board and GM Motions will be published in the ARIDian.
2. Parliamentary Procedure Training Update
  - a. At this time Bobby Hall, President of the Arkansas Association of Parliamentarians, is unable to help us with the training due to his wife's illness.
  - b. He still offered to provide the services through one of his colleagues.
  - c. A new date for the training will be determined at a later time.

D. **Treasurer:** Ashley Beaty

1. Budget vs. Actual

**Arkansas Registry of Interpreters for the Deaf**  
**P&L - Comprehensive**  
**July 2016 through June 2017**

8:12 PM  
09/09/201  
6  
Cash  
Basis



# ARID General Membership Meeting 2016

	Jul '16 - Jun 17	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Biennial Conference</b>			
Banquet/Reception Tickets	0.00		
Donations	0.00		
Exhibitors Fees	0.00		
Fundraising	121.10		
Miscellaneous	0.00		
Program Book Ad	0.00		
Registration Fees	0.00		
Seed Money	0.00		
Sponsorship	0.00		
Biennial Conference - Other	0.00		
<b>Total Biennial Conference</b>	<b>121.10</b>		
CMP Sponsored Activity Fees	95.00	225.00	-130.00
Donations	0.00	365.00	-365.00
Fundraising	175.00	1,500.00	-1,325.00
<b>Indirect Public Support</b>			
United Way, CFC Contributions	0.00		
Indirect Public Support - Other	0.00		
<b>Total Indirect Public Support</b>	<b>0.00</b>		
<b>Investments</b>			
Interest-Savings, Short-term CD	0.00		
Investments - Other	0.00		
<b>Total Investments</b>	<b>0.00</b>		
<b>Membership Dues</b>			
Student	30.00	300.00	-270.00
Supporting	225.00	800.00	-575.00
Voting	805.00	1,750.00	-945.00
Membership Dues - Other	0.00		
<b>Total Membership Dues</b>	<b>1,060.00</b>	<b>2,850.00</b>	<b>-1,790.00</b>
<b>Other Types of Income</b>			
Miscellaneous Revenue	0.00		



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<b>Other Types of Income - Other</b>	0.00		
<b>Total Other Types of Income</b>	<u>0.00</u>		
 <b>Program Income</b>			
<b>Program Service Fees</b>	0.00		
<b>Program Income - Other</b>	<u>0.00</u>		
<b>Total Program Income</b>	0.00		
 <b>Workshops</b>			
<b>Miscellaneous</b>	0.00		
<b>Registration</b>	2,870.00	5,000. 00	-2,130.00
<b>Sponsorships</b>	40.00	0.00	40.00
<b>Workshops - Other</b>	<u>0.00</u>		
<b>Total Workshops</b>	<u>2,910.00</u>	<u>5,000. 00</u>	<u>-2,090.00</u>
 <b>Total Income</b>	 4,361.10	 9,940. 00	 -5,578.90
 <b>Cost of Goods Sold</b>			
<b>Cost of Goods Sold</b>	<u>0.00</u>		
<b>Total COGS</b>	<u>0.00</u>		
 <b>Gross Profit</b>	 4,361.10	 9,940. 00	 -5,578.90
 <b>Expense</b>			
<b>Biennial Conference Costs</b>			
<b>CMP Certificates</b>	0.00		
<b>Entertainment</b>	0.00		
<b>Exhibitor Tables</b>	0.00		
<b>Facility/Venue</b>			
<b>Food &amp; Beverage</b>	0.00		
<b>Room Guarantee</b>	0.00		
<b>Technology</b>			
<b>A/V</b>	0.00		
<b>Internet</b>	0.00		
<b>Staging &amp; Lighting</b>	0.00		
<b>Technology - Other</b>	<u>0.00</u>		
<b>Total Technology</b>	0.00		



Facility/Venue - Other	0.00
<b>Total Facility/Venue</b>	<b>0.00</b>
<b>Fundraising</b>	<b>0.00</b>
<b>Hospitality</b>	<b>0.00</b>
<b>Interpreters</b>	
Accommodations	0.00
Meals	0.00
Service Fee	0.00
Travel	0.00
Interpreters - Other	0.00
<b>Total Interpreters</b>	<b>0.00</b>
<b>Logo/Letterhead Design Contest</b>	<b>150.00</b>
<b>Miscellaneous</b>	
Bags	0.00
Supplies	0.00
Trophies/Awards	0.00
Miscellaneous - Other	0.00
<b>Total Miscellaneous</b>	<b>0.00</b>
<b>Presenter Honorarium</b>	<b>0.00</b>
<b>Presenter Lodging</b>	<b>0.00</b>
<b>Presenter Meals</b>	<b>0.00</b>
<b>Presenter Travel</b>	<b>0.00</b>
<b>Program Book Printing</b>	<b>0.00</b>
<b>Registrations Committee</b>	
Name Tags	0.00
Paper	0.00
Printing Supplies	0.00
T-Shirts	0.00
Registrations Committee - Other	0.00
<b>Total Registrations Committee</b>	<b>0.00</b>
<b>Shuttle Transportation</b>	<b>0.00</b>
<b>Support Staff</b>	
Accommodations	0.00
Food	0.00



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T-Shirts	0.00		
Support Staff - Other	0.00		
<b>Total Support Staff</b>	<b>0.00</b>		
Biennial Conference Costs - Other	0.00		
<b>Total Biennial Conference Costs</b>	<b>150.00</b>		
<b>Board Expenses</b>			
Conference Registration			
Region IV Conference	0.00	0.00	0.00
RID National Conference	0.00	500.00	-500.00
Conference Registration - Other	0.00		
<b>Total Conference Registration</b>	<b>0.00</b>	<b>500.00</b>	<b>-500.00</b>
Conference Stipend	0.00	0.00	0.00
Lodging			
Region IV Conference	0.00	0.00	0.00
RID National Conference	0.00	800.00	-800.00
Lodging - Other	0.00		
<b>Total Lodging</b>	<b>0.00</b>	<b>800.00</b>	<b>-800.00</b>
Meeting Rooms	0.00	0.00	0.00
Miscellaneous	0.00		
Plaques/Gifts	0.00	300.00	-300.00
Supplies	0.00	30.00	-30.00
Travel			
President's Retreat	0.00	500.00	-500.00
Region IV Conference	0.00	0.00	0.00
RID National Conference	0.00	600.00	-600.00
Travel - Other	0.00		
<b>Total Travel</b>	<b>0.00</b>	<b>1,100.00</b>	<b>-1,100.00</b>
Board Expenses - Other	0.00		
<b>Total Board Expenses</b>	<b>0.00</b>	<b>2,730.00</b>	<b>-2,730.00</b>
<b>Business Expenses</b>			
Biennial Conference Deficit	0.00	1,000.00	-1,000.00
Business Registration Fees	0.00		





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<b>Business Expenses - Other</b>	0.00		
		1,000.	
<b>Total Business Expenses</b>	0.00	00	-1,000.00
 <b>CMP</b>			
<b>Annual Fee</b>	0.00	225.00	-225.00
<b>Miscellaneous</b>	0.00		
<b>CMP - Other</b>	0.00		
		0.00	
<b>Total CMP</b>	0.00	225.00	-225.00
 <b>Contract Services</b>			
<b>Accounting Fees</b>	0.00		
<b>Legal Fees</b>	0.00		
<b>Outside Contract Services</b>	0.00		
<b>Contract Services - Other</b>	0.00		
		0.00	
<b>Total Contract Services</b>	0.00		
 <b>Donations Made</b>			
	0.00		
<b>Facilities and Equipment</b>			
<b>Depr and Amort - Allowable</b>	0.00		
<b>Donated Facilities</b>	0.00		
<b>Equip Rental and Maintenance</b>	0.00		
<b>Property Insurance</b>	0.00		
<b>Rent, Parking, Utilities</b>	0.00		
<b>Facilities and Equipment - Other</b>	0.00		
		0.00	
<b>Total Facilities and Equipment</b>	0.00		
 <b>Fundraising Costs</b>			
<b>Activities</b>	0.00		
<b>Printing</b>	0.00		
<b>Fundraising Costs - Other</b>	0.00	0.00	0.00
		0.00	0.00
<b>Total Fundraising Costs</b>	0.00	0.00	0.00
 <b>Member-at-Large Outreach</b>			
<b>District I</b>	0.00	75.00	-75.00
<b>District II</b>	0.00	75.00	-75.00
<b>District III</b>	0.00	75.00	-75.00
<b>Member-at-Large Outreach - Other</b>	0.00		
		0.00	
<b>Total Member-at-Large Outreach</b>	0.00	225.00	-225.00



<b>Membership Committee</b>			
Membership Cards	0.00	0.00	0.00
Postage	0.00	0.00	0.00
Printing	0.00	0.00	0.00
Membership Committee - Other	0.00		
<b>Total Membership Committee</b>	0.00	0.00	0.00
<b>Miscellaneous</b>			
Operations	0.00		
Advertising	0.00	100.00	-100.00
Financial Record Keeping	0.00	50.00	-50.00
LRID Interpreter Travel	0.00	600.00	-600.00
PayPal	0.00	0.00	0.00
Petty Cash	0.00		
Square	122.05	300.00	-177.95
Supplies	0.00	0.00	0.00
Operations - Other	0.00		
<b>Total Operations</b>	122.05	1,050.00	-927.95
<b>Other Types of Expenses</b>			
Insurance - Liability, D and O	0.00		
Other Costs	0.00		
Other Types of Expenses - Other	0.00		
<b>Total Other Types of Expenses</b>	0.00		
<b>Postage</b>			
Newsletter	0.00		
PO Box Rental Fees	0.00	70.00	-70.00
Treasurer Postage	0.00	30.00	-30.00
Postage - Other	0.00		
<b>Total Postage</b>	0.00	100.00	-100.00
Printing and Copying	0.00		
Reconciliation Discrepancies	0.00		
Sunshine Committee	0.00	60.00	-60.00
<b>Travel and Meetings</b>			
Conference, Convention, Meeting	0.00		
Travel	0.00		



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Travel and Meetings - Other	0.00		
<b>Total Travel and Meetings</b>	<u>0.00</u>		
<b>Web Site</b>			
Maintenance	216.00	1,200.00	-984.00
Web Hosting Fee	0.00		
Web Site - Other	0.00		
<b>Total Web Site</b>	<u>216.00</u>	<u>1,200.00</u>	<u>-984.00</u>
<b>Workshop Costs</b>			
Food	0.00	450.00	-450.00
Honorarium	0.00	1,800.00	-1,800.00
Meals/Lodging	0.00	500.00	-500.00
Miscellaneous	0.00		
Supplies	0.00		
Travel	0.00	600.00	-600.00
Workshop Costs - Other	0.00		
<b>Total Workshop Costs</b>	<u>0.00</u>	<u>3,350.00</u>	<u>-3,350.00</u>
<b>Total Expense</b>	<u>488.05</u>	<u>9,940.00</u>	<u>-9,451.95</u>
<b>Net Ordinary Income</b>	3,873.05	0.00	3,873.05
<b>Other Income/Expense</b>			
Other Income	0.00	0.00	0.00
Other Expense			
Ask My Accountant	<u>0.00</u>		
<b>Total Other Expense</b>	<u>0.00</u>		
<b>Net Other Income</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Net Income</b>	<u><u>3,873.05</u></u>	<u><u>0.00</u></u>	<u><u>3,873.05</u></u>

## 2. Update

### 1. Biennial Budget

- a. Is currently being worked on and hopefully will be approved soon.



3. Square

- a. When making a payment online it is done through Square.
- b. Some members have been confused as to why they have to fill out information twice when it moves to a different screen.
- c. Many think that it is all related on the same website but it is not; it has a different URL.
- d. We are using Square to do our credit card processing.

**E. Members at Large**

1. District 1- Kari Houchens

- a. Report will be published in the ARIDian.
- b. Accountability
  - i. Kari asked accountability in becoming a better MAL.
  - ii. First step is getting the community interpreters together. Kari asked the members of D1 to come up with a date for them to start meeting.
  - iii. Shannon Buccino suggested semi-recurring scheduled events to help bring some kind of “order” to when they will meet.
  - iv. Kari also asked the NW AR members to stick around after the workshop to discuss some agenda items she would like the group to focus on such as silent auction items, fundraising ideas, etc.
  - v. Kari also asked for updated email addresses from the D1 members.

2. District 2 – Nelvia Agnew

- a. Report will be published in the ARIDian.

3. District 3 – Haleigh Herring

- a. Report will be published in the ARIDian.

**IV. Committee Reports**

1. Full reports will be published in the ARIDian.

2. **Technology Committee:** Clint Brockway

- a. Ashley Harper has tendered her resignation in early August.
- b. Allyson Caruthers has been working on the technology committee for the biennial.
- c. She expressed interest in the ARID technology committee chair position.
- d. Allyson was appointed as the new committee chair by the Board on September 9, 2016.



3. **Program Committee:** Meagan Beaty

1. Membership/Interpreter Involvement

- a. In the past year we have had more member involvement
- b. If you know someone that is an interpreter that is not coming to workshops or does not want to be involved, encourage them to come
- c. There is a sense of community that we have.
- d. We are a great support system for each other.

2. Workshop

- a. The next workshop will be held on December 3<sup>rd</sup> at ASD in the Tornado Shelter.
- b. No title has been developed yet, but it is based on making your message accurate.

3. ARID's 35<sup>th</sup> Anniversary Celebration

- a. We will have a banquet/party to celebrate our organization.
- b. Members should have received a Save-the-Date email.
- c. This was sent out on the listserv.
- d. If you did not receive it, then we can help correct that.

4. Workshop Capacity

- a. Meagan apologized for the confusion with the registration for this workshop.
- b. A notice will be given on future fliers about whether or not there will be a capacity limit.
- c. If you would like to have a workshop in your area, email the Program Chair at [aridprogram@gmail.com](mailto:aridprogram@gmail.com).

**V. Unfinished Business**

1. None at this time.

**VI. New Business**

1. LRID conference cancelled (Clint Brockway)

- a. The LRID chapter had to cancel their conference due to all of the recent flooding they are experiencing.
- b. They did make contact with us requesting the reciprocal services.
- c. They specifically requested an interpreter and the arrangements were made.
- d. We had intentions of fulfilling that agreement in October, but now that will not happen.
- e. At this point there is no action taken.
- f. The reciprocal agreement will not be fulfilled for this year.

2. Thanking (Clint Brockway)

- a. Today we have talked a lot about member involvement and different levels of service.



- b. We are in the field of interpreting because of other individuals who we know, those who see us and believe in us.
- c. It takes time and effort for months and years to develop the things that are brought to the workshops and biennial conferences.
- d. We want to take a moment and say Thank You to all those who have served and are currently serving in the capacity of board members, committee members, committee chairs, and etc.

## VII. Announcements

None at this time.

**GM16.09 Move to adjourn the meeting (James, Buccino) PASSED.**

**Meeting Adjourned at 12:24 pm.**