



**ISRID Board Meeting
February 3, 2007
5:00 p.m. – 7:00 p.m.
Johnston, IA**

Minutes

- I. Call to Order:** ISRID's quarterly Board meeting was held on February 3, 2007 at the home of Board member, Ellen Hayes, in Johnston, IA. Members present were: President, Mary Brandt (MB); Vice President, Lisa Furney (LF); Secretary, Laura Lord (LL); Member at Large, Ellen Hayes (EH); Member at Large, Jeff Reese (JR) and Member at Large, Audrae Wear (AW). Visitors attending were: Jennifer Taylor and Betty Hanson. The meeting was called to order at 5:35 pm
- II. Approve Agenda:** M2007.01 Agenda was approved [LL/JR/Passed unanimously]
- III. Minutes Approved:** M2006.17 The minutes of the October 6, 2006 meeting were approved by the Board via e-mail vote. [JG/EH/Passed]
- IV. Board Reports:**
 - a. *President:* MB submitted a written report. She stated that ISRID earned a profit from the 2006 Fall Conference. She is in negotiations with David Jones to use the monies to provide free medical workshops across the state. MB announced that she has appointed Jeff Reese to the vacant Member-at-large position. Jeff will be working on updating the membership database and application. Any member information can be sent to Jeff at jeff.reese@mchsi.com. The elected treasurer is unable to fulfill their duties at this time, so Sue Tyrrell has volunteered to be the treasurer in the interim.
 - b. *Vice President:* LF submitted a written report. LF added that she is the liaison for the website and newsletter.
 - c. *Secretary:* LL submitted a written report.
 - d. *Treasurer:* No report submitted at time of meeting. LF said the bank wants a copy of the Board Minutes to switch authorization to the new

treasurer. **M2007.02** A motion was made to appoint Sue Tyrrell as treasurer to replace Peggy Chicoine. [EH/AW/Passed unanimously]

e. *Members-At-Large:*

1. EH submitted a written report. EH also added that she presented at the 2006 fall conference and wrote an article for ISRID Views.
2. JR provided a listing of all current and past members. There are 13 student members, 3 organizational members, 55 voting members and 47 associate members. JR asked for any corrections or updates.
3. AW submitted a written report.

V. Committee Reports:

a. *Professional Development:*

1. Jennifer Taylor stated that things are going well for the Spring Conference. ISRID received a \$5000 grant to assist with presenter costs and provide 10 scholarships to students who are enrolled in Interpreter Training Programs. She has only received 2 applications for the scholarships. The deadline is February 10, 2007. Students must submit an essay on how the conference will benefit them. This information has been sent to all of the ITP's in the state. MB stated that she has received approximately 50 registrations for the 2007 Spring Conference. The workshop committee has also secured sign language interpreters for the conference.
2. The Board responded to an e-mail from Kim Kischer-Larson regarding the 2007 fall conference. It was agreed that the PDC should follow traditional scheduling of the conference for the second weekend in October as well as securing the Heartland AEA facilities for the conference. The PDC should submit a proposed 2007 Fall Conference budget for Board approval.

b. *Publicity:* Ideas were discussed regarding what to include in the ISRID Views to make it more appealing to readers and to encourage a wider variety of article submissions. LL suggested having a specific topic each quarter for members to write about. Other ideas were to include a section to welcome new members, congratulate newly certified members, a "Meet the Board" section and reminders on licensure renewals. JR agreed to write a Board bio for the February publication. EH will submit a bio by May 5th for the next quarter.

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| c. <i>Finance</i> | No report at this time |
| d. <i>Hospitality</i> | No report at this time |
| e. <i>Legislative</i> | No report at this time |
| f. <i>Nominations</i> | No report at this time |

VI. Break: No break was taken

VII. Old Business:

- a. *RID Region IV Retreat:* ISRID planned to send a Board member to the 2006 Region IV Retreat in November. Unfortunate circumstances led to no representation from our state at the last minute. Region IV paid for an extra room for our representative. **M2007.03** It was moved that ISRID make amends to RID Region IV by paying \$150.00 to the Region IV retreat fund. [EH/AW/Passed unanimously]
- b. *Pay-Pal for Website:* ISRID is currently using Pass-It-On Service's account for the 2007 Spring Conference as a trial run. This issue will be tabled until after the conference.
- c. *Committee Handbook:* EH researched descriptions of the committees from ISRID archives. Her focus has been on a PDC handbook. She is currently planning on a handbook approximately 5x7 with a 6 month time line and recommendations on how to be successful at each stage of the process.

VIII. New Business:

- a. *Vacant Board Positions:* Any suggestions for a permanent Treasurer position should be sent to MB.
- b. *RID Region IV:* If anyone is interested in finding out what other RID chapters are doing or how Board positions compare, please send your questions to MB to post on the Regional listserv.
- c. *RID National:* Information regarding the RID National Conference in August and EIPA membership forms are now online at www.rid.org.
- d. *Membership Coordinator:* JR was appointed membership coordinator.
- e. *2007 Spring Conference Badges:* AW received a proposal from ID Matters to provide fundraising name badges at the 2007 Spring Conference. Vendor booths at the conference are \$500 and the Board feels we would lose money if we tried to purchase a booth for this project. Jennifer Taylor said that she will check with the Conference committee regarding this issue.
- f. *Mentoring Workshops:* Recent attempts to secure a mentoring trainer have been unsuccessful. Jennifer Taylor commented that Kathryn Van Noorstrad provided training and developed a useful handbook for mentoring. **M2007.04** It was moved that MB contact Kathryn and purchase a mentoring manual for preview. [JR/EH/passed unanimously]

IX. Public Comment, Information & Announcements: None at this time

X. Adjourn: Meeting was adjourned at 8:05 pm

XI. Addendum: **M2007.05** A motion was made via email to purchase a display board for promoting ISRID. [LL/EH/passed unanimously]