

Alabama Registry of Interpreters for the Deaf  
Unofficial Board Meeting: 2018 Conference Update  
March 25, 2018  
Minutes

**Call to Order/Start of Meeting:** @ 1:36PM

**Roll Call:** Sue Graham, Diana Wagoner, Chris McGaha, Amanda Liddie, Wendy Darling.. Committee Members Present: Belinda Montgomery, Stacie Yarbrough

**Conference Update/Questions:**

- Sharon Spencer, Treasurer, was unable to attend the meeting due to scheduling conflicts. In her absence, she sent an email for questions/feedback/review. These questions (below) guided the call.
  1. **Three conference registrations in paypal so far = \$435**
    - a. Currently three confirmed registration. Two registrations with payment pending.
  2. **Conference line item/seed money to work with is \$7,100**
  3. **What was the decision on interpreters since the official language is ASL? Is this a Belinda question?**
    - a. Discussion held around the target audience and not wanting to leave out the stakeholders of ALRID/the Deaf community. There is a line on the registration form (both online and printed copy) to indicate if any accommodations are needed. Stacie and Chris talked through the workshops and which language presenters would be presenting, workshop schedules, etc. in order to narrow down and minimize the need of interpreters. A note regarding ASL being the official language of ALRID will be added to the registration information on the website.
  4. **When do we pay the hotel deposit?**
    - a. The hotel was unclear on the deposit amount and due date. Stacie has emailed the hotel and will be following up with them.
  5. **Are there cost projections for presenters yet?**
    - a. A budget including this information will be sent to the board upon completion of the call. An updated budget will be available before meetings for communication purposes.
  6. **Can I have the names and addresses of the presenters so I can request W9's from them?**
    - a. This information will be submitted to Sharon Spencer, treasurer.
  7. **I'll need names of interpreters as well to get W9's if we will have any.**
    - a. This information will be submitted to Sharon Spencer, treasurer.
  8. **I've seen mention of contracts but can't really work on any until there is more definite information.**
    - a. This information will be submitted to Sharon Spencer, treasurer.
  9. **Is there a budget to share? Need any help keeping one current?**
    - a. A budget including this information will be sent to the board upon completion of the call. An updated budget will be available before meetings for communication purposes.
  10. **W9 was sent to Sorenson and I am currently struggling with STAARS to update the address but it's not allowing me to edit. I will call their help desk ASAP.**
- Fundraising / Scholarships:
  - Sorenson has been contacted and has donated presenter(s) and is also donating \$1,000!
  - Convo and Troy will be contacted.
- Silent Auction:
  - Diana Wagoner, Silent Auction Coordinator, has requested that all board members bring an item/basket to the conference. This is to be in addition to any regional basket if you are a regional representative. Please contact Diana prior to reaching out to businesses, etc. in order to present a united front and not be contacting the same company multiple times. If a donation request letter is needed, please contact Diana.
- Nominations:
  - Nominations need to be submitted to Sue Graham, VicePresident.
  - Prior to nominating members, please make sure you have looked at the position criteria and qualifications.

- Conference Needs:
  - A/V Assistance
    - One for each room is preferred. If you know of anyone, please contact Stacie ([pdca@alrid.org](mailto:pdca@alrid.org)) or Sue ([vicepres@alrid.org](mailto:vicepres@alrid.org)).
- Advertising
  - Website/Facebook/etc. Please share and post in interpreting groups of which you are a member.
  - More snippets will be coming. If you would like to be involved, contact Chris ([president@alrid.org](mailto:president@alrid.org)) or Diana ([secretary@alrid.org](mailto:secretary@alrid.org)).

**Adjourn / End of Meeting: @ 2:34pm.**