

**CIT Board Conference Call
May 22, 2000**

Present: Elisa Maroney, Barbara O'Brian, Lynda Remmel, Paul Schreyer, Christine Smith,
Todd Tourville, Anna Witter-Merithew
Not Present: Carolyn Ball

Meeting Called to Order at 8:10 p.m. EST

I. Approval of Minutes

Motion #2000 – 8 Tourville/Witter-Merithew

Move to approve January 13 –15, 2000 Face to Face Minutes as amended.
Motion Passes

Motion #2000 – 9 Remmel/Schreyer

Move that the minutes be posted on the website as they are approved.
Motion Passes

II. Contract Position

We need to hire someone who can coordinate the SSR's in progress. Elisa suggested the name of an individual to approach for the position. Anna suggested that we solicit bids from three people to complete the SSR's and ask them for a proposal to cover the administrative part of the SSR's with a timeline.

Contact will also be made with members of the ESC regarding scheduling rater training.

The Board is still interested in gathering up all the rater trainer materials CIT has invested in. Lynda will contact Betsy Winston to get copies of these materials.

Motion #2000 – 10 Tourville/Maroney

Move that the President contacts three individuals in order to ask them to submit a bid to the CIT Board by June 15, 2000 to administrate the SSR's in process.
Motion passes

Motion #2000 – 11 Tourville/Schreyer

Move that the President contact previous rater trainers and ask them to submit a bid to the CIT Board by June 15, 2000 to provide rater training to prepare a new pool of raters and to include ASLTA representatives.
Motion passes

Members of the Board will draft an article for the newsletter to lay a foundation for a deeper discussion in person at the convention in October. This will give members time to review the information and respond.

III. Proceedings

The Board looked at two companies and discussed the contract offers at length on email. Based on the information provided by the Editorial Committee, the Board decided to go with MSM Productions.

Motion #2000 – 12 Tourville/Witter-Merithew

Move that the editorial committee be given permission to move ahead to draft a contract between CIT and MSM Productions working on a collaborative agreement on a publication proceedings.
Motion Passes

IV. Convention

Plans were made for hotel rooms and roommates among Board members during the Convention.

V. BDA Convention

The NCI offered to pay for Christine to attend their convention in Houston this August to dialogue regarding the establishment of the new entity they are creating as they disband the RID/NAD task force.

VI. Newsletter

Deadline for newsletter is June 5th.

VII. Next meeting

Monday, June 19th at 8 p.m. EST

Meeting Adjourned at 10:00 p.m. EST