

Monday, September 18th, 7:00-9:00 PM

Present: Jeanne Wells, Paul Schreyer, Lynda Remmel, Elisa Maroney, Todd Tourville, Anna Witter-Merithew, Carolyn Ball, Christine Smith

Absent: Barbara O'Brian

1. Self-Study Review Contract Position

Moved: (Remmel/Maroney) The contract position for interim coordinator for self-study review be extended to Barbara O'Brian effective 10/23/00.

Motion passed.

The remainder of the meeting was devoted to convention items.

1. Need for data projectors: Elisa will determine precisely how many will be needed and for how many days. The planning committee will investigate the availability of equipment loans from local colleges and universities. They will also investigate whether purchasing equipment would be more cost effective than rental.
2. Information on the web: The board wants as much information about the convention on the web as possible. This includes the program, the list of exhibitors, presenter's bios and short descriptions of the sessions.
3. Student representatives and interpreters prepayment: Ari Asha will submit all the flight confirmation numbers to Carolyn. Carolyn will submit this information to a local travel agent and make one payment. For per diem, Carolyn will bring checks to the convention, go to the convention bank, and get cash to give to the interpreter and student rep coordinators. They will distribute this to students and interpreters.
4. Mary Stotler Award: What does it look like? What text is on the award? Lynda will contact Julie Moore and Jona Maiorano.
5. By-laws: Elisa will fax 1998 bylaws to Anna for updating ASAP.
6. Standing Rules: Elisa will fax Todd the 1998 Standing rules to be scanned and sent to the board via email for comment and approval.
7. Name tags and ribbons: Different colored ribbons for ASLTA and CIT boards will be available.
8. Oversized screen for plenary sessions: Not necessary.
9. VIP Reception: Location pending. Looking for a place for private reception, casual, with a Portland flavor. Elisa will find location, send email to the board describing location and make a motion to accept. Board will expedite the vote. Sign Media, Inc. is the official sponsor of the reception. RID, NAD presidents or their representatives, and the ASLTA board members are invited.
10. Opening Activity: Subcommittee meeting Oct. 9th, after which committee will share the plan with the board. On Monday at the face to face meeting, final arrangements for this are the priority.
11. Accreditation forum: Anna will email her draft of a tentative outline for the two-hour forum. On Tuesday in Portland the board will concentrate on developing details of this plan as well as planning the business meeting.

12. Site for 2002 Convention: The board is interested in having a central location in Region 5. Todd will investigate programs in Milwaukee, Minneapolis and other possible sites. He will report back to the convention planning committee, Julie Simon chair.
13. Nominations Committee: The program committee needs bios from the nominated officers ASAP.
14. Proceedings: RID will run advertisement for the 2000 Proceedings in the Views. Member price \$35, non-member price \$42. Christine will submit a paragraph blurb to be added to the ad on Wednesday.

Meeting adjourned 10:05 PM.