

## **CIT Board Meeting Minutes April 15, 2002**

### **Meeting called to order: 7:00 PM EST**

Meeting was held in DeafChat and it was a very successful environment.

Present: Ball, Miner, Moore, Schreyer, Julander, Peterson, Winston

Absent: Garay, Kegl

### **I. AGENDA**

#### **1. PROPOSED PRE-CONFERENCE EVENT**

**Discussion:** The PDC received a request to collaborate on a preconference event focused on mentoring for interpreters of color. The PDC was considering the proposal when the chair resigned. The Board took over the discussion. The Board decided that this event, which will be sponsored in part by other groups as well, is an important event for CIT to sponsor. It was decided that CIT will offer support by asking the hotel to extend conference rates to the pre-conference event, and advertising in the newsletter.

**Action:** Motion 02:07 approved.

#### **2. ADVERTISING CHARGES**

**Discussion:** There have been requests from people to use the listserv and website for advertising. The current policy allows us to make the decision about advertising and rates for any advertising in any of our media. The listserv will be open for members to post position openings only. Non-members will not be provided with this benefit. The website, like the Newsletter, will be open and available to anyone wishing to advertise, and these advertisements will be fee-based like the Newsletter. The Communications Committee will investigate fees and report back to the Board.

**Action:** Motion 02:08 approved.

**Action/Deadline:** (Winston to Communications Committee ASAP) Ask them to investigate and propose fees for web advertising and get deadline for their report

**Action/Deadline:** (Winston, April 19, 2002): Contact K. Mills Stewart to ad announcement to listserv stating:

The CIT listserv is available for advertising position openings free of charge to all CIT members. This is a benefit of membership and is not open to non-members. Please do not forward announcements from non-members. Thank you for your cooperation!

#### **3. WAIVING REGISTRATION FEES FOR NAD PRESIDENT OR REPRESENTATIVE**

**Discussion:** At the last meeting we approved waiving the fees for RID and ASLTA presidents but mistakenly forgot to include NAD. This was an oversight and all agreed

that NAD presidents (or their representatives) should have registration for the CIT conventions waived.

**Action:** Motion 02-09 approved

**Action/Deadline:** (Winston, May 1, 2002) Post information about waiving fees to the PPM.

#### **4. ADVERTISING FOR CIT AT OTHER CONVENTIONS**

**Discussion:** Discussion centered around cost and cost-effectiveness of having a booth at NAD and Deaf Way, or placing ads in the program books and brochures in convention bags. Due to the difficulty in finding volunteers to staff a booth, we decided to investigate program book advertisements.

**Action/Deadline:** (Winston, April 22, 2002): Collect advertising information from NAD and Deaf Way and forward it to the Board.

#### **5. CIT NEWSLETTER FOR SEPTEMBER**

**Discussion:** Julie Moore is working with the current editors over the summer to learn how to produce the Newsletter.

**ACTION: NONE**

#### **6. BYLAWS AND NOMINATIONS FOR NEXT CONVENTION**

**Discussion:** We determined the deadlines for posting Bylaws input (already posted in the April Newsletter) and nominations for officers (to be posted in the July newsletter.

**Action/Deadline:** (Schreyer, June for the July Newsletter)-Nominations in Newsletter.

#### **7. CURRENT PROCEEDINGS ON THE WEB**

**Discussion:** Some past Proceedings have been posted to the web and we discussed the price to charge for downloading them.

**Action:** Motion 02-10 approved

**Action/Deadline:** (Winston, May 1, 2002) Pass information re: charges on to the webmaster.

#### **8. PROCEEDINGS FOR NEXT CONVENTION**

**Discussion:** RID is unable to publish the Proceedings. The Communications committee is asked to contact publishers in our field and/or potential editors and move forward with plans for publishing the Proceedings.

**Action/Deadline:** (Winston, April 19, 2002) Ask Communications Committee to move forward on this.

**Next Meeting:** May 13, 2002; 7:00PM Eastern

Format: After consensus that the new chat room worked so smoothly, we will continue to meet there.

**Meeting adjourned:** 9:00PM Eastern

## II. MOTIONS

02-07: (Moore, Julander) Move that CIT endorse the pre-conference workshop proposed, by allowing CIT's name to be used, by extending hotel rates and providing newsletter advertising.

MSP

02:08: (Winston, Miner) Move that we add an announcement to the listserv re: advertisements for job announcements for members only and charge fees for advertising on the web. The Communication Committee will propose fees for web advertising to the Board for approval.

MSP

02:09: (Moore, Miner) Move to waive CIT convention registration fee for NAD President or representative.

MSP

02-10: (Winston, Miner) Move to charge \$15.00 per issue or \$5.00 per article if this is an option.

MSP

## III. REPORTS

CIT Treasurer's Report  
12/31/01 - 1/24/02  
(Corrected)

### Checking Account

Beginning Balance	\$ 42,150.93
Income	

Memberships	4,425.00
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Subtotal	\$ 46,575.93
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### Expenses

Board Travel (Face to Face Mtg)	293.00
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Website

(Lost Horizon Interactive)	301.87
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### Newsletter Printing

(Myra Taff-Watson)	469.15
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Directory Printing & Postage

(Kellie Mills Stewart)	800.00
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Subtotal	\$ 1,864.02
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Ending Balance \$ 44,711.91

Money Market Account

Beginning Balance \$ 86,947.00 Interest Earned  
00.00

Ending Balance \$ 86,947.00

Total Funds on hand, All Accounts \$ 131,658.91

CIT Treasurer's Report

12/31/01 - 1/24/02

Checking Account

Beginning Balance \$ 44,711.91

Income

Memberships 2,949.48

Convention Registration 1,323.00

Advertising Sold 120.00

Total Income \$ 4,392.48

Subtotal \$49,104.39

Expenses

Face to Face Board Meeting

Lodging 1,403.49

Travel 2,306.52

Facilitator 1,785.00

Scribe 434.00

Subtotal Board Meeting 5,929.01

Misc. Board Travel

NCI Meeting 678.30

Distance Ed. Conference 238.00

Subtotal Board Travel 916.30

Self Study Review Training

Airfare 2,471.50

Membership

Directory Expenses 107.75

Reimbursements 200.00

Returned Checks 200.00

Bank Charges 3.25

Subtotal Membership 511.00

Newsletter Printing 565.11

Postage/Shipping

SSR Items 35.90

Convention Items	13.18	
Subtotal Postage	49.08	
Subtotal All Expenses		\$10,442.00
Ending Balance	\$ 38,662.39	
Money Market Account		
Beginning Balance	\$ 86,947.00	
Interest Earned 12/31	91.57	
Interest Earned 1/31	91.66	
Interest Earned 2/26	76.98	
Interest Earned 3/29	97.82	
Ending Balance	\$ 87,305.03	
Total Funds on hand, All Accounts		\$ 125,967.42