

CIT Board Meeting Minutes

September 17, 2003

Meeting called to order at 7:07 PM, CST

Meeting location: MSN Messenger Chat Room

Present: Carolyn Ball, Nina Coyer, Cindy Farnham, Suzette Garay, Diana Gorman, Jeff Jaech, Jes Julander, Annette Miner, Debbie Peterson, Paul Schreyer

Carolyn welcomed everyone to the meeting and announced that a quorum was achieved.

Cindy discussed the ground rules for the meeting.

CCIE Position

The Standards Committee Chair has recommended that CIT hire someone to set up the CCIE, based on the recommendation from the CIT/ASLTA Task Force and the motion passed by the membership in October 2002.

Discussion: The executive officers will meet to discuss questions and concerns that need to be raised to the entire board for further discussion. The executive officers will meet to write up a contract and job description for the position. The executive officers will bring the document to the full board for approval.

Motion B03-12: Moved by Jes Julander that the executive committee draft a job description for a coordinator to aid in establishing the CCIE and upon approval from the board move forward in filling that position. (MSP, Julander/Gorman)

Action: Suzette will send a copy of the Task Force report to Diana.

Action: The executive officers will meet and produce a contract by October 1, 2003.

Convention Report

Opening night reception:

Carolyn shared that Interpreting Department at Gallaudet would like to co-sponsor the opening reception at the convention in 2004.

Discussion: The convention coordinator will need to contact Gallaudet and get clarification of what they want to do.

Action: Carolyn will send the Gallaudet contact information to Jeff. Jeff will contact Risa Shaw at Gallaudet and then introduce Risa to Brenda Schertz for further discussion.

Opening night speaker:

Discussion: The Board traditionally chooses the opening night speaker. Several names were discussed. The Board agreed that the theme for the opening night would be the history of the first 25 years of CIT. The closing ceremony would focus on the future of CIT.

Action: Carolyn will contact people who might be interested in being speakers at the convention. Deadline: October 1

Pre-Conference Proposals:

Discussion: Several organizations have contacted CIT regarding hosting a pre-conference activity in October 2004. The Board discussed the history of having pre-conferences before our conventions. The Board is open to assisting organizations in making contact with the hotel, advertising in the newsletter and on the listserv.

Action: Jes will contact Shelley Lawrence, Convention Program Chair, to update her on any decisions that are made by the board regarding the convention.

Interpreting Services Proposal:

Discussion: An interpreting service agency in Washington, DC had proposed to provide interpreting services at the 2004 convention. If the Board accepts the proposal, CIT would save a large amount of money. CIT would not have the expense of the interpreter coordinator and travel and hotel expenses for the coordinator and interpreters. The agency had also proposed other benefits they would offer to CIT.

Action: The board will read over the proposal and discuss questions and concerns on e-mail. A vote will be taken electronically.

Other Issues

Carolyn thanked Suzette for her service to CIT. She thanked her for the time and energy she put into CIT. Everyone expressed their appreciation to Suzette and that she will be missed.

Diana needs to be added to the CIT WebBoard.

Action: Annette will add Diana to the CIT WebBoard and send instructions to her.

The meeting was adjourned at 8:59 PM, CST