

NCRID Board Meeting

May 16, 2020 – 10:06am

Virtual Platform

Attendance

Antwan, Trula, Stacy, Kayla, Rachel, Reid, Kathleen, Joni, Taylor, Danette

- Minutes from last meeting

MOTION: Approve minutes. Stacy/Kathleen. Passed.
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- Antwan recognized Kayla for **CMP REPORT**.
 - Regarding in-person or virtual workshops, I reached out to Caitlyn at the NCITLB office and she said the workshop needs to be documented on the licensure renewal form if it was presented virtually.
 - Pam King has submitted paperwork for virtual workshops for the RID written test prep and CDI test prep. Kayla has the Zoom links in case she needs to attend for CMP purposes.
 - Workshop certificates should list “Virtual format” if indeed virtual.
 - Trula: Some trainings in Feb and March are not showing up on RID transcripts.
 - Kayla: I have contacted RID about that and am waiting on their reply. It’s probably related to the closing of the RID office due to COVID-19.
 - Kayla: Should I create a document to outline NCRID’s processing steps for a virtual workshop?
 - Antwan: Yes.
 - Kathleen: And the Activity forms are filled out the same way except to add “virtual platform” instead of a physical location?
 - Kayla: yes.
 - Trula: So NCRID should get its own Zoom account?
 - Antwan/others: Yes, for NCRID meetings, workshops, etc and then NCRID Board can share the account with regional reps.
 - Kayla: Are all workshops processed through NCRID then required to use that Zoom account?

- Antwan: no, workshop hosts can use any platform of their own choice.
 - Kayla: Regarding accountability, should the virtual workshops be recorded and submitted to us?
 - Reid: Could the recording be viewed later by participants who couldn't attend the first time?
 - Joni: Other organizations do that.
 - Kathleen: Wouldn't we need permission from the participants if recorded?
 - Antwan: would only record the presenter
 - Reid/Trula/Rachel: When advertising the workshop, would need a disclaimer added that you must attend via video attendance in order to receive CEU credit.
 - Others: Too many hoops to jump through to have workshop recordings viewed at a later time for CEU credit.
- Antwan recognized Trula for **TREASURER'S REPORT**
 - Current financial statement: \$62,432.43 (working capital)
 - Regional reps were sent their account information via email. All in good shape except Triangle is struggling.
 - Proposed Budget for 2020-2021: \$43,115.00 which is almost exactly the same proposed budget for 2019-2020.
 - In the proposed budget, notice some changes: 1) added conference line item for 2021, 2) increased postage line item since US Postal Service may increase mailing costs, 3) web platform line item increased by \$2000 in case upgrades are needed, 4) RID Conference expenses decreased to \$600.00, and 4) stipends for testing increased due to anticipated higher stipend demand.
 - Media, Secretary and CMP have laptops. Laptops need to be returned to the Board for cleaning and updates. Taylor not using the laptop issued to her b/c too slow. Antwan: we may need to buy 2 or 3 laptops as replacements. Reid: We may only need external storage devices instead of new laptops. Trula: We can move monies around if we need more than we've budgeted for.

<p>ON: Move to accept proposed budget for 2020-2021. Rachel/Reid. Passed</p>
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- Antwan recognized Trula for **MEMBERSHIP REPORT**
 - 268 members currently and will send membership reminder in June
 - Antwan: Should we extend membership deadline? Trula/Stacy: Bylaws provide for 60 days after July 1.
- **PRESIDENT'S REPORT**
- RID's virtual town hall meeting earlier this week. Region II had largest participation and Antwan, Trula, Taylor and Connie Jo in attendance from NCRID Board. RID will re-broadcast the town hall later. Trula: I thought there would be more information shared as opposed to data gathering. Taylor: Most people said we don't know enough yet about the transition. Antwan: I am on RID's Certification Cmte and we wanted an outside accrediting body to verify other interpreting tests before RID accepts those tests. However, since RID is currently a member-driven organization, the membership could halt the accreditation by voiding/changing requirements that are necessary for that decision. If RID becomes a profession-driven organization, then that decision could not be changed by a member vote. That is why town halls are important avenues to get accurate information out to the membership and let the members be involved in the process about any change to a profession-driven organization. RID's Transition Cmte is recommending that affiliate chapters continue to be member-driven. How does NCRID'S Board feel about this proposal? Trula: Who would be on the new RID Board? Antwan: Members would not be voting on members of that Board. Reid: What would the rest of the RID organization look like after the change? Trula: Would RID members have to continue to be RID members to maintain certification? Antwan: All that is still in discussion. Trula: timeframe for the change? Antwan: My guess is within the next 3 years.
- Antwan recognized Danette for **Update on Nominations** for the vacant Board positions.
- Danette: Have received all the necessary documentation from Antwan for the president's position and from Trula for the Treasurer's position. No nominations for VP or Secretary. Trula: I will send a notice to the membership that we will have a special election for VP and Secretary since no nominations were received. Antwan: We must give a 30-day notice so

please send it out next week so the vote can happen the last week of June. And also send out the proposed budget at the same time. Reid: Vote online? Antwan: yes. Taylor: Brenda Sellars recommends www.electionrunner.com as the voting platform online. Trula: June 23-30, 2020 will be the voting window? Antwan: yes. Taylor: I will check that website to see if there is a reminder feature – I think it does have one. And, Trula, send me the list of voting NCRID members. Trula: ok.

- Antwan recognized and thanked Stacy for assisting with the **By-Law process** while he (Antwan) spent time focusing on his father's passing.
- Stacy: Article 1 was assigned to Connie Jo. (Connie Jo not present.)
- Article 2: Kathleen & Rachel. No changes recommended.
- Article 3: Stacy and Danette. Stacy: Section 1. Put Honorary category under the Lifetime Member category. Add a Student category. Section 2: edit the typo "will paid pay" and add "Students who have paid their membership...". Section 2 should mirror Section 1 categories and add a "D" and "E". C3 should add "organizations and agencies must pay dues". Section 4.2 discussion tabled by Antwan for further discussion by the full Board regarding "refusing membership". Section 5: Is there already a reinstatement fee? Antwan/Trula: yes.
- Article 4: Joni and Kayla. Section 5 Robert's Rules of Order? Antwan: Yes, at conference we always have a parliamentarian. Joni: Is NCRID a corporation? Antwan/Trula: yes.
- Article 5: Caroline and Jessica. Not present.
- Article 6: Joni and Kayla. Section B.4.A. add that "funds will be paid out via check, credit card or electronic payment." Discussion regarding "The immediate past president will serve as ex-officio Board member." Consensus of the Board: Add "The length of terms will be for a period of 1 year." Section 4: Change the word "conference" to "annual meeting". Joni: Do people need to submit a letter if they continue or resign? Antwan: That point is already covered in NCRID's Policy and Procedures.
- Article 7. No changes.
- Article 8. Taylor: No changes
- Article 9. Add "...and no later than 60 days from the 1st of July or will be dropped from the membership list."
- Article 10. No changes.

- Article 11. Trula. Articles of Incorporation need to be changed to reflect our by-laws. Antwan/Trula: We need to fill out the specific NC form to change the Articles of Incorporation AND we need to get a lawyer to do that for us. Danette: I will see if I can find a lawyer.
- Antwan: **To the Regional Reps:** Please send an email to the full Board stating your plans for a summer or Sept workshop (replacement training due to cancelling the conference). Trula: I will set up a Zoom account so regions will have access to it if they need it for a virtual workshop.

MOTION to adjourn. Reid/Stacy. Passed at 12:31pm
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Substitute Secretary for today's meeting: Danette Steelman-Bridges