1. Roll Call
   Janice Smith-Warshaw, President
   James Wilson, Vice President
   Jason E. Zinza, Treasurer
   David Martin, Communications Director
   Lorraine Flores, Professional Development Director
   Bo Clements, Chapters Affiliation Director
   Rhonda Jennings-Arey, Secretary
   Amy June Rowley, Evaluation and Certification Director
   Jessica Parker, ASLHS Coordinator

Participants:
   Lori Woods
   Emma Kreiner - Ohio ASLTA
   Sara Bianco
   Arlon Nash
   Hunta Williams
   Jerri Seremeth
   Heather Arazi

Meeting Participants:
   16 Board/Committee Members and 105 Attendees totaling 121 members.

Lori Woods opened remarks by thanking the sponsors for their contributions.

President Warshaw opened by explaining the time of both business meetings and ground rules.

2. Meeting called to order by President Smith-Warshaw at 11:09 am EST
MOTION #2021-32: I, Sherry Rademacher, move to accept the standing rules.
Seconded: Bob Doaldson-Pirc
Vote: Passed

MOTION #2021-33: I, April Haggard, move to accept the agenda for day 1.
Seconded: Sherri Rademacher
Vote: Passed

MOTION #2021-34: I, David Martin, move to approve the meeting minutes from 07/01-02/2019 as read.
Seconded: Steven Whitworth
Vote: Passed

Minute Committee:
Debbie Colbert
Laurie Achin
April Haggard

President's Report
a. Monthly Board Meetings and Town Hall Meeting
b. New Standing Committees
   i. Diversity, Equity, and Inclusion Committee
   ii. Writing Committee
c. Social Justice Training for Board members
d. MOU with Gallaudet University’s MA Sign Language Education (MASLED)

4. Vice President's Report
a. All 33 amendments were passed during my 3-year term as a result of the bylaws committee’s hard work since July 2018. Right now another four amendments are on e-vote page via the ASLTA website.
b. Except for several committees, Vice President was able to participate in almost all the ASLTA’s committee meetings. He is determined to attend those meetings for the first time for the remainder of his term.
c. Became grandfather thrice

5. Secretary’s Report
a. Participated in board meetings and special meetings where the secretary has taken minutes and once it was approved, it gets sent to the website.
b. Answered or forwarded emails, an average of 10 emails a day, by checking emails daily.
c. Wrote a proclamation for Dutch Deaf Council (Dovenschap) on the recognition of Nederlandse Gebarentall (NGT: Dutch Sign Language),
d. Maintained and chaired the writing committee. More details will be given during the committee report.

6. Treasurer’s Report
Central theme: Building for the Future
- Invested time in reorganizing ASLTA accounting. Much appreciation goes to Mark Apodaca and Maria Nikolaou for their dedication to ASLTA.
- Preparing for a formal audit.
- Increased transparency: Budget & financial info posted online; member input invited for 2021-2022 budget.
- Balanced budgets by making difficult decisions.
- Developing manual with video support for all Treasurer duties for future success.

Current Challenges ASLTA Faces:
- Unstable membership = unstable finances
  - 2016: 712 members
  - 2017: 822 members
  - 2018: 803 members
  - 2019: 894 members
  - 2020: 759 members
  - 2021: 741 members
- Membership is declining yet costs to function are increasing.
  - Insurance: + 26%
  - Conference hotel deposits: + 52%
  - Website maintenance: + 48%
- ASLTA spends nearly every dollar it earns just to function. Does not leave money available for special projects, emergencies, or long-term savings.
- Donations dwindling to approximately $1,000.00 per year.

Steps to Build for the Future:
- Membership late fee: 33% → 76% renewed membership on time.
- Allocating more money into long-term savings.
- Forming a finance committee to develop long-term financial goals (current value $100,000. Want to grow to $250,000).
- Reducing spending to only the essentials. Investing For the Future
  - Allocating financial support to ASLTA committees.
  - Re-examining conference hotel vs. other options.

Investigating future revenue opportunities.
- Allocating financial support to ASLTA committees.
- Investigating future revenue opportunities.
- Increasing membership benefits and value to improve membership numbers.

Current Financial Status
- Stabilized (via spending cuts, balanced budget, being careful about spending).
- “Rainy day fund” / contingency fund has a healthy balance.
Profit & Loss 2019-2020
● Total revenue: $ 72,014.10
● Total expenses: $71,521.26
● Savings: $492.84

Profit & Loss 2020-2021 (as of July 30, 2021)
● Total revenue: $ 93,626.85
● Total expenses: $24,572.40
● Savings: $69,054.45

Full profit & loss statements available at www.aslta.org

7. Chapter Affiliation Director Clements
● ASLTA Regions’ Representatives - Region 1 - Brenda Schertz (NY), Region 2- Damon Johnson (Minn), Region 3- Cathi Holst (SC), Region 4 - Heather Arazi (CA) - Monthly meetings (11)
● 12 Active Chapters - FASLTA, MD-ASLTA, SCASLTA, NJ-ASLTA, Minnesota-ASLTA, WA-ASLTA, Greater Rochester ASLTA, Willard ASLTA, OASLTA, NCASLTA, San Diego ASLTA, VA-ASLTA,
● Chapters’ host webinars (20+)
● New changes: ASLTA Chapter Filing Standardization

8. Professional Development Director Flores
● Work with Ohio Co-Conference
● Hosted several Webinar Presentations
● Worked with RID CEUs
● ASLTA Certification Preparation Program (Online Courses)
● Earned over $20,000 (what do we do with this fund?)
● Goal to see increase more ASLTA Certified

9. Communications Director Martin
● Chair Membership and Logo Committee
● Sent XX Eblasts/edited videos all on YouTube
● Maintained ASLTA FB Page
● 16 Institutional Members
● Over 100 Job postings on ASLTA Website

10. ASL Honor Society Coordinator-Jessica Parker
● 2020-21 Membership-194 members (compared to last year’s 245)
● Competitions-
● Comic Strips art & Visual Vernacular literature, featuring Justin Perez
● This year’s categories: Photography (Donna Frank) and ASL Music (Wawa Snipes)
● Scholarship/teacher grants-$4,500
● Public Relations
● 2,768 fb followers, 163 ig followers, 37 twitter followers, 19 newsletters, 263 mailchimp subscribers
● New logo design created by an ASL student
● Goals for 21/22
● Set up ASL Junior Honor Society
● Encourage more teacher/student spotlights, provide regular ASL teacher-led share sessions
● Set up online store for graduation materials

11. Evaluation and Certification Director Rowley
● Old Evaluation System (Provisional, Qualified & Professional) is now permanently closed. Can only apply for Certified and Master through the current evaluation system now.
● Since 2019 ASLTA conference in San Diego:
● 75 applications, 35 finished portfolio, 20 certified, 7 master, few did not complete redo and few still in evaluation (just completed portfolio/interview)
● 1300 emails with more that 50-75% asking for individual meetings
● Developed many materials to help applicants understand the evaluation process, and will be uploaded on the website soon.
● Application improvements.
● New evaluation assistant, Leslie Greer

12. COMMITTEE REPORTS
➔ ASL Can-Do Statements: Jason Zinza
   They are seeking to reorganize the committee and collaborate with additional partners to complete the project. Discussions with the ASLTA Board to reconceptualize the committee are needed.
➔ ASLTA Awards: Jerri Seremeth:
   ◆ Revised Google form for 2021
   ◆ Collected nominations
   ◆ Using new criteria determined winners
   ◆ Revised Google form for more clarification and prepare for 2023
➔ Bylaws: Vice President Wilson:
   For the past two years the bylaws committee met at least once every month. As a result the committee was responsible for 33 amendments for the ASLTA bylaws which all of them were approved electronically by the ASLTA voting members. Right now another four amendments are open for voting during the virtual conference, ending on August 11th.
➔ Diversity, Equity, and Inclusion (DEI): Hunta Williams:
   ◆ Developing Guidelines for DEI (soon complete)
   ◆ DEI adjusted a brief paragraph for Standing Committee bylaws on DEI
   ◆ We will recruit more members in September
➔ Evaluation Advisory: Amy June Rowley:
◆ Developed rubric for Master level interview
◆ Streamlined Master level interview
◆ Working on revising rubric for portfolios following 3-2-1 scale with categories that are “required” and “preferred” and allow for 85% standard to be accomplished
◆ Upcoming: working on cleaning up training materials for the new evaluators

➔ IPPG: James Wilson:
◆ Meet 2x per month
◆ Developed 250+ page manual for conferences

➔ ASLTA Logo (AD-HOC): David Martin:
➔ There are two committee members: Debbie Gessinger and Daniel Lunt and Hunta Williams has just joined.
➔ History: current logo started in 2014
➔ A member made a motion for a new logo design at the 2017 NPDC in SLC. The motion was still standing at the 2019 NPDC in San Diego. Members voted and referred it to the Board. The Logo Committee was formed.
➔ The past two years have been challenging for us.
➔ Two artists, ASLTA Board and a small committee convened and discussed. Some samples were shown.

➔ Regional Representatives:
◆ Monthly meetings
◆ Developed a reinstatement policy
◆ Support and provide resources for webinars
◆ Review and update for chapter bylaws
◆ Communication with regions’ chapters for their needs
◆ Developed a criteria for Chapter Award and Most Improved Award
◆ Start now with ASLTA Chapter Compliance Checklist

➔ Nomination: Vice President Wilson
For several months the nominating committee met in order to prepare the nomination process for the 2021 election. As a result of 90-day nominating period, only one nomination was made for the Secretary position. Upon the deadline of June 29th, no nomination was made for the President and Professional Development Director positions. These two positions will be filled by the Board after the conference, hopefully as soon as possible in August.

➔ Strategic Planning: Jason Zinza
◆ Meet twice per month.
◆ Responsible for developing ASLTA’s 5-year strategic plan.
◆ Have developed draft proposals for ASLTA’s core values, mission, vision.
◆ Committee invites members to attend its presentation on Saturday, July 31 (7-8pm EST) to provide feedback on the draft proposals.

➔ Writing Committee: Rhonda Jennings-Arey,
◆ We have a total of 5 committee members that work hard on tasks made by motions.
◆ We have met mostly once a month since this became a committee.
◆ We had 5 motions that worked on things like: position papers on class size, hiring practices, ASL/Deaf zones, communication in the classroom, and tasks such as checking the website for grammatical errors and establishing a definition or two.
◆ We have completed 4 motions but the next step is to bring it to the board for approval before it goes on the website for you to download and use.

→ Special Committee: 2021 NDPC Conference Chair Nash & Woods:
◆ This is our first time hosting the national virtual conference.
◆ We have over 354 registrants so far.
◆ We are looking forward to this conference successfully.
◆ Looking forward to seeing you all again for the 2023 in person conference at Columbus, Ohio

MEETING ADJOURNED AT 1:05 pm EST

Meeting Minutes respectfully submitted by Secretary Rhonda Jennings-Arey.

NPDC Business Meeting Minutes
Day 2
Saturday, July 31, 2021
Time: 11:00 AM [EST]

1. Roll Call

Janice Smith-Warshaw, President
James Wilson, Vice President
Jason E. Zinza, Treasurer
David Martin, Communications Director
Lorraine Flores, Professional Development Director
Bo Clements, Chapters Affiliation Director
Rhonda Jennings-Arey, Secretary
Amy June Rowley, Evaluation and Certification Director

Absent:
Jessica Parker, ASLHS Coordinator

Meeting Participants:
8 Board/Committee Members and 119 Attendees totaling 127 members.

Sara Bianco opened the meeting by explaining the passport
Arlon Nash opened remarks by thanking the sponsors for their contributions.

President Warshaw opened by explaining the time of both business meetings and ground rules.

Absence(s):

2. Meeting called to order at 11:01 am EST

3. President’s Report
Explained that L1 restricted funds are in our Schwarb funds. NASLEHL, formerly ASL RT, officers followed up with the president about the funds. President Warshaw met with Jason Zinza treasurer and the NASLEHL president and treasurer. They recommended that $5,000 should be withdrawn.

4. Vice President’s Report
No report.

4. Secretary’s Report
No report.

6. Treasurer’s Report (reported by Treasurer Zinza)
   a. No Report

7. Chapter Affiliation Director Clements
No report

8. Evaluation and Certification Director Rowley
No report.

9. Professional Development Director Flores
No report.

10. Special Committee: Communications Director David Martin
No report.

11. Special Committee: ASL Honor Society Coordinator Parker
No report.

12. Special Committee: 2021 NDPC Conference Chair Hall
No report.
New Business

MOTION #2021-35: I, Steven Whitworth, move that ASLTA transfer L1 restricted funds of $5,000 to NASLEHL.
Seconded: Sandra Bradley
Vote: Passed

MOTION #2021-36: I, Keith Gamache (certified), move to replace "master" in the phrase "master certification" within the ASLTA certification process. I propose that we bring back "professional" as in "professional certification" or a preferable alternative if so desired. I move that the wording be replaced in all documents including the ASLTA website and written/printed documents.
Seconded: Heather Arazi (certified)
Vote: Passed

MOTION #2021-37: I, Stephanie Horvath, move that ASLTA consider establishing an accrediting agency within ASLTA to accredit all ASL/Deaf Studies programs for validity and credibility.
Seconded: Steven Whitworth
Vote: Passed

AMENDMENT #2021-conf1 I, Keith Gamache, I move that ASLTA establish a task force to collect data on how we could establish an accrediting agency with or without ASLTA to accredit ASL / Deaf Studies programs. The data can then be presented to the next conference with detailed action plans for its implementation.
Seconded: Keith Cagle
Vote: Passed

MOTION #2021-38: I, Katie O’Brien, move that ASLTA recertification requirements be modified. There are currently 5 hours of Social Justice (SJ) training required, and I propose that be modified to 3 hours of training and 2 hours of power, privilege, and oppression training.
Seconded: Suzette Garay
Vote: Passed

AMENDMENT #2021-conf2 I, Serena Stone, move to amend that ASLTA recertification requirements to be modified to include 5 hours of PPO training along with 5 hours of social justice training required.
Seconded: Suzette Garay
Vote: Passed

MOTION #2021-39: I, Laurie Achin, move to extend the meeting to 1 pm.
Seconded: Steven Whitworth
Vote: Passed

MOTION #2021-conf3: Member vote on the language on the certification:
A: Date Awarded ______, Certification expires with annual membership on ______. With annual membership certification will last 4 years from awarded date.
B. Date Awarded ______, Certification expires on ______. With annual membership, certificate can be renewed with 40 hours of Professional Development on ______.
Vote Results: Option B (26 votes while option A had 15 votes).

RESOLUTION: I, Katie O’Brien, propose a resolution that ASLTA recognize President Janice Smith-Warshaw, for her dedication to ASLTA the last 4 years.

MEETING ADJOURNED AT 1:00 pm EST

Meeting Minutes respectfully submitted by Secretary Rhonda Jennings-Arey.

Minutes reviewed for accuracy by the following members of the minutes approval committee:

Laurie Achin 7/31/2021
Debbie Colbert 8/1/2021
April Haggard July 31, 2021