

CCRID Meeting Minutes

Jan 8, 2012

Members Present: Suzanne Conway, Renee Bisnett, Maja Freund, Pam Warkentin, Nicole Wolfe, Mary Schmidt, Gloria Higa, Shelly Cooper, Shannon Simonelli

Call to Order : 2:34

Approval of Agenda Items: Approved

Approval of November Minutes: Approved as read

Approval of December Minutes: Edit of date for next meeting to 2012 not 2011. Approved as corrected

Board Reports:

President: (Suzanne) Suzanne received letter from DHHSC apologizing for the state of DHHSC at our last workshop.

VP: (Renee) None

Treasurer: \$ 3,047.62 in Central Valley Community \$2,500 needs to be in there as minimum. We are still being charged \$15.00/month because we cannot find our original tax exempt status letter. There will be \$25.00 fee if we withdraw account in less than three months. The three month date is Jan 2, 2012, which we have passed. Maja also picked up 4 Starbucks incentive cards.

Chase balance as of Dec. 31 is 3,204.64.

Discussion was held as to where to maintain account. Community Valley Bank (CVB) has \$35.00 returned check fee. Chase has \$12.00 returned check fee. Monthly account at Chase is free. The fee at CVB is \$15.00/mo. We will keep account at Chase and sign new signature card. *We will need letter with authorized signers listed from Pam. Maja will close out account and contact us if needed.*

Secretary: (Pam) None

Committee Reports:

Fund Raising: None

Hospitality: Shelly will make arrangements for snacks for Mini workshop on Jan 20. She requested permission to purchase extension cord. Pam moved that we authorize Shelly to purchase. 2nd. Motion carried unanimously. Allowance is \$75.00

Membership: Kathy informed us that CEUS have been processed for Emergency Workshop on Jan 20. Angela Funke will process. Currently we have 102 members; all have cards. Kathy sent out e mail to

pending members (46). Some have moved away asking to cancel membership. Rhonda May, the woman who was previously processing our membership cards as an employee of another company which folded will continue to do it as she has set up her own business. Cost will continue to be \$1.50 per card. Addresses can be updated on line by individual members.

Publications: Shannon asked for names of apps which can be downloaded onto phones and computers to increase English vocabulary. This is to be included in the next newsletter. The newsletter will go out this week. *Shannon will contact Amy for bio information for April workshop.* Shannon also asked for permission to do member spotlight. This was approved. *Suzanne requested info from "Bringing the Stage to Life" for an article. Mary will make contact to obtain this.* Shannon worked with ET to provide training on e-mailing membership. She will repeat this. We need to update distribution list e mail addresses. E mails will be sent from Reg On-line.

Website: Christy has updated website establishing a text link to convert the flyer into a text format. Our accessibility rating is 48 while RID's is 43. The goal is to increase this.

PDC: Mary confirmed Mini workshop on 1/20 from 6-9 on Emergency Preparedness at DHHSC. CEUs are arranged. There will be 5 presenters so we will need additional Starbucks cards. Renee moved that purchase additional Starbucks cards whenever needed at \$10.00 each. 2nd. Motion carried.

Also confirmed spring workshop: Coleen Geier on 3/10 9- 4 "Vital Signs: Interpreting in Medical Settings. Hotel is reserved. *Gloria will arrange transportation on the 9th but we will need transportation on Sunday morning. Suzanne is willing to assist if she has the details. Kathy will arrange for CEUS for this workshop.*

Mary has also confirmed a mini for 4/20 from 6:30 – 8:30 for Amy Hall McLaughlin: ' Accepting the Job: for Profit'. Location will be at DHHSC. Amy has requested internet access *and per Kathy needs to bring in her computer to set this up. Mary will notify Amy.*

Fall Kick OFF Dinner and Entertainment Fri 9/21 Dinner; 9/22 for the Bringing the Stage to Life. DHHSC has been reserved for both dates. We are waiting for the contract for signature. They provide their own promotional materials. *Mary will inquire as to the need for interpreters.*

David Evans is still a possibility for the fall Date TBD. *Suzanne will make contact with the participants we sponsored for the CDI mini workshop. Date TBD.*

Mary asked for possible individuals to replace her should she leave. *Suzanne will contact Ryan Scottt to determine interest.*

Unfinished Business: Suzanne received request from Bryan asking CCRID assist in offsetting costs force voucher that would be provided to mentors which could be used for workshops, membership or anything CCRID related. Depending on 2BU fundraising efforts they would purchase for example a \$35.00 gift certificate for \$25.00. *Suzanne will suggest Bryan choose : \$15 for \$25.00, \$40.00 for \$55.00 or suggest another exchange. The coupons will be non transferable and expires after 1 year. It will need to have the president and Bryan's signatures.*

Our PO box expires Jan 31. The fee is \$42.00 for the year if paid by Jan 22. Maja will send in check.

New Business: Discussion regarding having meeting at a different location. Gloria offered the Tower facilities. Gloria will check into availability for Feb 12, March 14, and April 15th.

Announcements; Consumer seat is available on TDAC committee: Meet the 4th Wed of each month in Oakland. 4 year term, \$325.00 per meeting plus travel.

NIC information regarding enhanced NIC test is available at [www.RID.org\NICnews](http://www.RID.org/NICnews).

Meeting adjourned at 4:17.

Next meeting is on Feb 12. Meeting place TBA.

Next meeting Feb 12, location to be determined.