



San Diego ASLTA Executive Board Meeting Minutes

Saturday, February 3, 2018

Palomar College ASL Lab

Special thanks to Anna Tucker for the tour of the beautiful lab!

Present: Erin Oleson Dickson, Adam Frost, Joe Halcott, Peggy Swartzel Lott, Kevin Struxness.

Not present: Svenna Pedersen.

Vice President Erin called the meeting to order at 12:15 pm.

Minutes from January 22, 2017

Approved. Peggy will post on google drive.

Review of January 22 Action Items:

- 1) Svenna, Adam and Peggy will meet at Cal Coast Credit Union to resolve the account access issue for our President and Treasurer (see Adam's report below). In progress (deadline: February 14, 2018).
- 2) Peggy will follow up on the survey to collect our bios. In progress (deadline: February 14, 2018).
- 3) Peggy will revise the donation letter and post on Drive. In progress (deadline: February 14, 2018).
- 4) Kevin will share his power point from the November workshop so Adam can send it to those who attended. In progress.
- 5) Cancel Deaf Dare. Done.
- 6) Erin will check with Bethany to see if she can shorten the presentation from 3 hours to 2 hours. Done.

- 7) Erin will check with SDCRID to coordinate a single location for both presentations. Done.
- 8) Peggy will contact Ted and arrange airline reservations. Done.
- 9) Erin will check with Feast on This to see if they could provide inexpensive appetizer trays during the book signing on April 28 (no servers, just the food). In progress.
- 10) Location for Ted workshop. Joe reserved G-101 at Mesa for April 28th from 8 am to 2 pm (doors open 9:30, workshop 10-12, book signing 12-1). Done.
- 11) Peggy will ask GUP how much advance notice for book order. Done.
- 12) Svenna will continue to pursue sponsorship from other organizations and more about the youth program. In progress.

Erin's report on Deaf Dare

Unfortunately, some people expressed the desire to sign up after we had cancelled. Marina Lavelle (now on the executive board of Deaf Community Services and responsible for fundraising) shared that her experience with the DCS gala and the bowl-a-thon is that the San Diego community tends to sign up at the last minute. We can learn from this for our future events. We had no one registered with just two weeks left when we made our decision to cancel. Marina also offered for us to use their charity page where prospective teams can see who else has signed up.

Erin also just received two \$20 gift certificates for the Fiesta del Reyes restaurant in Old Town (used to be Casa de Pico). Leah from Clip secured these for us to use as a Deaf Dare prize. Happily, the restaurant has consented to let us use these for workshops instead. We agreed unanimously to offer them as the prizes in two drawings: 1) at Bethany's workshop all those who purchased the combo ticket for the two workshops will have a chance for a \$20 coupon, and 2) at Ted's workshop all those who purchased a book online will have a chance for a \$20 coupon.

Erin's report on Bethany workshop

Bethany agreed to a 2 hour presentation on March 10, 2018, from 9-11 am. The SDCRID workshop will be 12-5 in the same location. Joe will seek to extend the reservation for G-101 at Mesa from 8-12 until 6 pm. SDCRID will purchase the flight and we will pay them half of it. We will also pay one day of the Texas rate for per diem. After reviewing Bethany's presentation

agreement, Erin explained to her that we cannot provide U-shaped seating since it is an auditorium style room. We agreed to provide lunch for Bethany that day. Erin feels some of the interpreters will come to our workshop in the morning and would also like to have lunch in between. Erin will check with FOT about the possibility of us purchasing some lunches from them. Joe will stay for the afternoon session, to help out with any room concerns. We agreed unanimously that Svenna should sign and return Bethany's contract ASAP.

We have no more board meetings prior to March 10 so we all need to keep in touch via email for last minute decisions and planning.

Peggy's report on Ted workshop

Gallaudet University Press needs our book order by April 9th. Shipping to us is \$17.89 for 5 books, \$30 for 10 books. So each book is approximately \$3-3.50 one direction. Peggy will check with GUP about whether tax will be added to our 40% discount price of \$42.

Adam motioned that we offer the book for purchase for \$49.99 on the website. Kevin seconded the motion.

Discussion: Rather than offering for people to reserve the book and pay for it at the workshop, selling online guarantees that the transaction will take place, and will help us determine how many books to order. GUP has told us we can sell the book at any price we choose. \$49.99 is a 30% discount off the list price and also ensures we don't lose money since the cost of shipping is covered. We want to keep the price as low as possible, so more people will be able to purchase it.

Erin called for a vote. The motion passed unanimously.

The website should state that books must be purchased by April 5, 2018 and must be picked up at the workshop on April 28, 2018. If someone is unable to be present, they can send a proxy with documentation. We plan to have more copies of the book available for purchase at the book signing. We agreed to quickly communicate via email between April 5 and 9 to decide how many books to order.

All approved the draft of the flyer that Peggy made. Peggy will ask Ted to send a jpg rather than the pdf he sent previously. She will add to the flyer: Mesa College, G-101, improve the images, remove the mouse that got left in one part, add that the book is available for purchase on the website and is not included in the workshop registration rate.

Erin will create a flyer for the combo of both workshops with photos of both Bethany and Ted.

We will all make efforts to get all 3 flyers posted widely - in rooms and online.

Erin's recommendation for coordination at both workshops

Board members will arrive at 8 for Bethany, at 8:30 for Ted (one hour before doors open). Erin will check with Svenna about use of her table. Joe will check on how many tables we have available at Mesa (in the room and outside). Erin, Adam and Svenna will work together on short videos we can post every week, if possible, on Facebook, Instagram, etc. All of us need to commit to personally promoting with as many colleagues, students, and friends as possible. We want at least 50 at each workshop.

Adam's report on website

Adam has improved the online workshop registration menus and will make the following new revisions as of our unanimous agreements at today's meeting:

- 1) set rates to change at 8 am on the date of each workshop from pre-registration rates to at the door rates
- 2) create a combination rate for both the Bethany and Ted workshops at \$25 for members/students with valid ID/senior citizens and \$35 for non-members (includes membership until July 31, 2018). Adam will post that this combo rate is only available online, not at the door.
- 3) create a book purchase rate at \$49.99 (with a note that this is a 30% discount from the book's list price) stating that they need to pick up the book at the workshop

- 4) post notices that they can enter their name in a drawing for a \$20 gift certificate for Fiesta del Reyes restaurant in Old Town by either: 1) purchasing the combo workshop, or 2) purchasing the book by April 5, 2018.

Adam's report on California Coast Credit Union account

In order to remove the names of former board members Paulette Sottak and Kristen Corey, and add the names of our current President, Svenna Pedersen, and our current Treasurer, Adam Frost, Adam has learned the following from California Coast:

- 1) we must provide: our organization bylaws, documentation of 501C status, and a copy of our board meeting minutes
- 2) Kristen Corey (who now lives in Australia) will not need to be present to sign any documents

Adam has been investigating our 501C status and believes our tax ID number from 2006 may need to be re-activated. Joe shared that since we are a chapter of the national ASLTA organization, we fall within their umbrella 501C. Adam will contact the ASLTA President and Treasurer for the number.

Adam motioned that we remove the names of Paulette Sottak and Kristen Corey from our account, leave Peggy Lott on the account, and add Svenna Pedersen and Adam Frost. Kevin seconded the motion. After discussion, the motion passed unanimously.

New Business

None at this time.

Announcements

Mesa College presents Deaf Celebration Day on March 7th. Many ASL students will attend the events. Eighteen interpreting students have volunteered and Joe feels they could use more volunteers. For more information, contact Leslie Styles at lstyles@sdccd.edu

Erin is assisting Jamie Shatwell with this year's Deaf Deaf World at Grossmont College on April 21, 2018. There is a great need for deaf volunteers to work the booths. This is a highly popular event that draws a large crowd of students. We discussed how we could promote our Ted workshop, which is one week later. Anyone who can possibly volunteer should contact Jamie at jamie.Gould@gcccd.edu.

Peggy announced that the UC San Diego ASL club is hosting an ASL Performance Night "open stage" on Saturday, February 17th. They would like all signers in the community to be invited and everyone is welcome to perform a story, poem, joke... etc. The club decided that no musical performances will be allowed. Parking is free. Peggy will share the flyer with everyone via email. For more information, contact the club at ucsd.asl@gmail.com

Erin announced that there will be a signed performance on the evening of March 10th at a theatre in Carlsbad, with a tech rehearsal the night before. This is related to the V-day 20 year anniversary and domestic violence awareness. Erin is recruiting the cast now and many are eager to perform. Anyone interested should contact Erin ASAP.

The meeting was adjourned at 1:50 p.m.