

WAVLI Executive Meeting AGENDA
Wednesday, November 17, 2007 - Vancouver
Arrival: 6:00-6:30 PM; Meeting: Promptly- 6:30-8:30PM

1. **Call to Order 6:35 p.m.**
Present: Kevin Ettinger, Carmen Curman, Susi Bolender, Brenda Carmichael, Heather Perry, Sisko Huijgen-Bilker
Regrets: Marion Bruining, Kirsten Hagemoen, Jenn Smith-Dickson, Meg Recket, Meghan Sime, Patti Dobi, Nigel Scott, Suzie Giroux, Stephanie Attridge, Darcie Kerr, Seraphine Acosta
2. **Approval of Agenda**
3. **Accept Minutes from September & October 2007 Executive Meeting**
4. **Introduction of Guests - Tarren McKay - President, AVLIC**

5. **Executive Reports: 6:30-6:50 pm**
 - 5.1 **President - Susi**
Activities To Date
- No report submitted

 - 5.2 **Past President - Suzie**
Activities To Date
- Nothing to report.

 - 5.3 **Vice President - Carmen**
Activities To Date
- No report submitted

 - 5.4 **Treasurer - Brenda**
Activities To Date
 - Met with Karen and reviewed how the books are processed
 - Meeting with Karen and did month end reconciliations and AGM report
 - Deposited 2 cheques
 - Processed 13 invoices for advertising on the website
 - Processed invoices for Professional Development in Jan.
 - Changed bank cards to my name
 - Enrolled us for the online baking services
 - Wrote 3 chqs
 - Reconciled the books
 - Calculated the treasurer report for AGM
 - Getting a free new software (Quicken and Quick Books) - when I get the program will talk to Karen and the board if we want to computerize the books.
 - Responded to emails regarding budgets for printing and AGM costs, as well as budget questions.

 - 5.5 **Secretary - Marion**

Activities To Date

- Attended GM in Victoria
- Prepared agenda for Executive meeting
- Prepared minutes for executive meeting and GM.

Upcoming Activities

- same as above

Future Initiatives

- same as above

5.6 Member at Large - Kristen

- Nothing to Report at this time

6. Committee Reports: 6:50-7:15 pm

6.1 Professional Standards - Kevin and Patti

Activities To Date

No Report submitted

6.2 Professional Development - Jen

Activities To Date

No report submitted

6.3 Fundraising - Stephanie

Activities To Date

- No report submitted

6.4 Newsletter - Meg and Meghan

Activities To Date

No report submitted

6.5 Membership - Nigel and Darcie

Activities To Date

- No report submitted

6.6 Douglas College ITP Student Rep - Sisko

Activities To Date

- Dave Still is on leave of absence till further notice, due to personal circumstances.
- Deb Russell is replacing him for the time being, teaching the first and second year students on Mondays.

Activities Coming Up

Nothing to report

For Discussion

Nothing to report

7. Old Business 7:15-7:30 pm

7.1 Fundraising

Seraphine and Stephanie are co-chairing the fundraising position. The cookbooks are 90% complete. Hopefully this will be completed before Christmas. There may be a possible bowling fundraiser in the new year.

7.2 Web Design

David Campbell was chosen to redesign the WAVLI website. This will be a basic design, with a launch on December 20th. Colin Perry may become involved at a later time to implement some advanced features.

7.3 WAVLI Anniversary

- On hold until the Spring AGM

7.4 Board Members Monthly Reports

- It was determined that board members would submit a monthly report. If nothing is received instead of putting "report not submitted"; "nothing to report" will be the default if no one sends in a report.

7.5 Dispute Resolution Process with AVLIC and CES

- Tarren McKay explained the process to the board. The first step is to see if the problem can be resolved between the parties involved.

Action: Kevin will contact the dissatisfied WAVLI member to see if the problem can be resolved.

Action: Susi will forward all previous correspondence to Kevin.

8. New Business: 7:30-7:50 pm

8.1 January Workshop

- will be held on January 19th. The facilitator is Linda Cundy.
- VCC donated money for the workshop, and WBP donated money for refreshments.
- We are still looking for sponsors to cover the cost for speakers.
- There may be a nominal fee for registrants to cover the cost, approximately \$25.
- Suggestion was made for Language Door or UWO as American sponsors.

Action: Susi will research the possibility of advertising the workshop through RID, and allowing RID members to obtain CEU's for the workshop.

8.2 \$200 for K-12 Interpreters (discussion)

- partnership with Provincial Outreach and Karen Taylor to coordinate a K-12 workshop for March 2008.

8.3 PR Position (Who?)

- Four people have expressed interest in the PR position. Those are Tyler Offer, Bay Generoso, Jen Yim and Heather Perry. It was decided that we would form a committee rather than just one person holding the position.

- We will come up with a portfolio for the new position.

- Heather Perry will attend the Deaf Access Office collaboration meeting on Friday, November 16th and report back to the board.

Action: Susi will investigate whether the PR position can be added as a voting position.

8.4 PSA - Vlog/vmail

- Susi made a video, the quality wasn't very great. Therefore it will be filmed again.

8.5 Facebook - New online Group

- The idea of using Facebook as a medium for WAVLI membership was voted against.

8.6 Dissatisfied Members

- A grievance was put forward by a WAVLI member.

8.7 FNDC DVD

8.8 Workshops

- Barb Mykle-Hotzon requested \$200 to help pay for interpreting costs at the December 14th CAEDHH meeting. In the past CAEDHH has incurred the cost, Barb was hoping WAVLI could help out.

Discussion: There is \$172 left in the K-12 outreach fund, we could use that first.

Action: Susi will speak to Barb regarding how often this cost would occur.

8.9 Executive Meetings

- Executive meetings are mandatory.

Action: Susi will send an email to the board members about the meetings being mandatory.

8.10 Update Parking Lot

Action: Susi will speak to Kirsten Hagemoen regarding updating the parking lot with new board info.

9. Announcements

9.1 Executive Meeting: December 6th, 2007, at Carmen Curman's home. It will be a potluck for the holidays.

10. Adjournment - 7:59 p.m.