

WAVLI Executive Meeting
February 18th, 2013 at 6:30pm at Douglas College, Room 4310
MINUTES

Attendees:

Students:

Regrets: Karly Sandboe

1. **Call to order: 6:35pm**
2. **Approval of Agenda: CARRIED**
3. **Motion To Accept January 2013 meeting minutes: Simon**
 Seconded: Erica
 MOTION: CARRIED

4. **Housekeeping:**
 STANDING MOTION: I move that we limit each topic of discussion to 10 minutes. : Julia

 Seconded: Barb
 Motion: CARRIED

5. **Executive reports**
 - 5.1 President – Julia – Report attached
 Question about amalgamating Fundraising and Professional Development and that what would look like.
 - 5.2 Past President – Jessica – Report attached
 - 5.3 Vice President – Vacant
 - 5.4 Treasurer – Simon – Verbal Report - Reconciliation just arrived in the mail on Friday.
 Contacted both parties for PD invoices
 Working on the budget for the GM.
 - 5.5 Secretary – Barbara – No Report
 - 5.6 Member-at-Large – Darcie – Report Attached
 Questions about WAVLI Facebook site- added as item **8.9**

6. **Committee Reports:**
 - 6.1 **Professional Standards-** Miriam-Report Attached
 - 6.2 **Professional Development** – Anita and Karly- No report
 - 6.3 **Public Relations** – Heidi and Maggie– Report Attached
 - 6.4 **Fundraising** – Carli – No report
 - 6.5 **Membership** – Jenny and Erica – Report attached
 Question about renewal reminders- Who's responsible? WAVLI or AVLIC
 Is there a way to streamline the process?
 ACTION ITEM: Membership will contact Jane Panell about streamlining the reminder process.
 - 6.6 **Newsletter** – Vacant
 - 6.7 **Directory-** Stacey- No report
 - 6.8 **Technology Committee-** Bryan and Trevor- Verbal report
 We responded to feedback about the website.
 We are investigating the need of a more accessible webpage for those with limited vision.
 - 6.9 **Student Rep:** Report Attached

Motion to accept Reports: Bryan

Second: Jessica
Motion: CARRIED

7. Old Business

7.1

Motion to Close Old Business:
MOTION:

8. New Business:

8.1 Record keeping – Jessica

Should we hire someone to help with filling? Ask the membership?

ACTION ITEM: Julia will contact our lawyer to find out what needs to be kept and how it should be organized?

From there, we will decide what needs to be done to meet that criteria.

ACTION ITEM: Julia will ask George if he has the original Society Act seal.

8.2 Membership cards at GM – Membership

If members do not have their cards, we could ask for photo IDs.

ACTION ITEM: Membership will ask Jane to send out membership cards ASAP. Tell her that it is required at WAVLI GMs that our membership can show their cards.

ACTION ITEM: Membership will draft an email asking the WAVLI membership

Plastic thingy for sign

8.3 Portfolios-Barb

ACTION ITEM: Will resend the explanation about the templates

8.4 GM minutes-Barb

ACTION ITEM: Barb will no longer include the reports in the minutes.

8.5 Fundraising books- Julia

ACTION ITEM: Julia will send Jessica Tess' parents address and she will collect the books and cook books.

8.6 Volunteer requests- Julia

We should take the "Request An Interpreter" form off the website.

Legally it is an issue. We can include the name of different agencies on the website and there is always the directory.

ACTION ITEM: Technology will remove the "Request an Interpreter" link.

ACTION ITEM: Julia will create a document with a list of community agencies and also student interpreter.

8.7 Motions –Miriam –TABLED to March

MOTION 01-02-13

I move that the Westcoast Association of Visual Language Interpreters Complaints and Discipline Policies and Procedures,' that was approved in principle by the Board on October 15, 2011, be instituted by WAVLI as of February 18, 2013.

Moved by: Miriam West

Seconded: Jessica Siegers

Motion:

MOTION 02-02-13

I move that the final draft of the 'Westcoast Association of Visual Language Interpreters Complaints and Discipline Policies and Procedures,' Occupational Title Protection Policies and Procedures,' that was approved in principle by the Board on October 15, 2011, be instituted by WAVLI as of February 18, 2013.

Moved by: Miriam West

Seconded: Jessica Siegers

Motion:

8.8 Efficiency- Bryan

There have been a few times when multiple committees are working on the same thing.

We could create a shared Google document where all positions could keep a running tab of what they are working on.

The board decided not to use a shared account.

8.9 Social media - Julia

Darcie is looking into transforming our WAVLI Facebook page from a personal to an organization page.

ACTION ITEM: Jessica will look into having a social media expert come in a talk to the membership about social media awareness.

Motion to Close New Business: Bryan

Seconded: Darcie

MOTION: CARRIED

9. Announcements/Presentations:

Directory is looking to secure a good designer by the end of March.

Motion to Adjourn: Darcie

Motion: CARRIED

10. Adjournment: 8:16pm

NEXT EXECUTIVE MEETING: TBA