



2020 ANNUAL GENERAL MEETING

Saturday September 19th, 2020

1:00 – 4:00 p.m.

Online via Zoom

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2020 AGM MOTIONS LIST

MOTION: I move to accept the September 19th, 2020 AGM Agenda.

Moved by:

Seconded by:

MOTION: I move to approve the April 27th, 2019 AGM Minutes.

Moved by:

Seconded by:

MOTION: I move to accept the Board reports as distributed.

Moved by:

Seconded by:

MOTION: I move to accept the Committee reports as distributed.

Moved by:

Seconded by:

MOTION: I move to accept the 2019 in-house audit.

Moved by:

Seconded by:

MOTION: I move to accept the projected 2020 budget.

Moved by:

Seconded by:

MOTION: I move that the signing authority on the ASLIA general account at CIBC and Servus Credit Union be updated to reflect the 2020-2022 term Board of Directors in the following positions: President, Vice President, Treasurer and Administrative Secretary.

Moved by:

Seconded by:

MOTION: I move that the \$41,195.21 CAD in the GIC from CIBC be transferred to Servus Credit Union in the following way: \$20,000 to a long term loan; \$10,000 to a short term loan; and \$11,915.21 into the general account.

Moved by:

Seconded by:

MOTION: I move that the Treasurer of the ASLIA Board of Directors be authorized to receive online viewing-only access to the Servus Credit Union Account.

Moved by:

Seconded by:

MOTION: I move to adjourn the 2020 Annual General Meeting at [time]

Moved by:

Seconded by:

ASLIA Annual General Meeting Agenda

Saturday, September 19th, 2020

In Attendance:

Guests:

Interpreters: Helen McLeod, Carla Dupras

Parliamentarian: Jason Gariepy

1. Call to Order:

2. Introductions and Housekeeping

- Welcome
- Land Acknowledgement
- Introductions

3. Review of Procedures

- Using Zoom
- Robert's Rules of Order
- Voting – Zoom Polling

4. Quorum Count

5. Acceptance of 2020 AGM Agenda

MOTION: I move to accept the September 19th, 2020 AGM Agenda.

Moved by:

Seconded by:

Discussion:

6. Approval of 2019 AGM Minutes

MOTION: I move to approve the April 27th, 2019 AGM Minutes.

Moved by:

Seconded by:

Discussion:

7. Acceptance of Board Reports

MOTION: I move to accept the Board reports as distributed.

Moved by:

Seconded by:

Discussion:

8. Acceptance of Committee Reports

MOTION: I move to accept the committee reports as distributed.

Moved by:

Seconded by:

Discussion:

9. Old Business

9.1 Canada Deaf Games Donation Returned

9.2 CASLI 2022

10. New Business

10.1 In-House Audit – Financial Motion

MOTION: I move to accept 2019 in-house audit.

Moved by:

Seconded by:

10.2 Projected 2020 Budget – Financial Motion

MOTION: I move to accept the projected 2020 budget.

Moved by:

Seconded by:

10.3 Signing Authority Changeover

MOTION: I move that the signing authority on the ASLIA general account at CIBC and Servus Credit Union be updated to reflect the 2020-2022 term Board of Directors in the following positions: President, Vice President, Treasurer and Administrative Secretary.

Moved by: Laura Patterson

Seconded by:

10.4 GIC Transfer to Servus Credit Union

MOTION: I move that the \$41,195.21 CAD in the GIC from CIBC be transferred to Servus Credit Union in the following way: \$20,000 to a long term loan; \$10,000 to a short term loan; and \$11,915.21 into the general account.

Moved by: Laura Patterson

Seconded by:

10.5 Online View-Only Access Authorization

MOTION: I move that the Treasurer of the ASLIA Board of Directors be authorized to receive online viewing-only access to the Servus Credit Union Account.

Moved by: Laura Patterson

Seconded by:

10.6 ASD Office Space

10.7 Grievance Process

10.8 CASLI Bylaw Change Motion

11. Elections for 2020-2022 Board of Directors

President

Vice President

Treasurer

Administrative Secretary

Recording Secretary

Public Relations

Publications

Membership

Professional Development

Fundraising

Special Events

Member at Large (subscribing member)

Member at Large (Alberta-based IEP student)

12. Awards Presentation

President's Award

Community Spirit Award

Volunteer of the Year Award

13. Community Updates

14. Announcements

15. Adjournment

MOTION: I move to adjourn the 2020 Annual General Meeting at [time]

ASLIA Annual General Meeting Minutes
(to be approved)

Saturday, April 27th, 2019

In Attendance: Aren Burrell, Tracy Hetman, Marquesa Dubois, Alicia Ponciano, Diane De Andrade, Ginette Chalifoux, Janae Kowalchuk, Christine Kozub, Jody Morrison, Shelly Nafshi, Laura Patterson, Megan Richelhoff, Amy Sieberlich, Marty Taylor, Brooke Wigmore, Linda Cundy, Jenny Laing, Stephanie Edgington, Debra Flaig, Shona Foster, Janice Manchul, Tosca Nesbitt, Karla Pelrine, Kelley Bolen, Wanda Warkentin

Students: Lindsay Cline, Roxanne Roelfsema

Guests: Teena Westerlund, Kyle Badree, Robin Demko, Alex Reid, Salma Kanji, Deanna Lilley

Interpreters: Tanya Adler, Deb Flaig, Janice Manchul, Tracy Hetman, Diane De Andrade

Parliamentarian: Jason Garipey

1. Call to Order: 9:39 a.m.

2. Introductions and Housekeeping

- Please turn off all cell phones
- Welcome community guests
- Additions to agenda

3. Acceptance of 2019 AGM Agenda

MOTION: I move to accept the April 27, 2019 AGM Agenda.

CARRIED

Moved by: Tosca Nesbitt

Seconded by: Marty Taylor

4. Approval of April 28, 2019 AGM Minutes

MOTION: I move to approve the April 28, 2019 AGM Minutes as amended.

CARRIED

Moved by: Linda Cundy

Seconded by: Stephanie Edgington

Discussion: Add Salma (guest), add Carla Dupras, correct spelling of Jason's name, correct spelling of Shelly's name under new board nominations.

5. Acceptance of Board Reports

MOTION: I move to accept the Board reports as distributed.

CARRIED

Moved by: Kelly Bolen

Seconded by: Megan Richelhoff

6. Acceptance of Committee Reports

MOTION: I move to accept the committee reports as distributed.

CARRIED

Moved by: Marquesa Dubois

Seconded by: Tosca Nesbitt

Discussion:

- Addition of “Addressing Race and Privilege” Committee Report (Diane/Shelly)
- Committee formed in response to what happened with CASLI and response from BIPOC community about racism nationally in interpreting community
- Only Edmonton community expressed interest, but it is open from anyone across Alberta to participate

7. Old Business

- None

8. New Business

8.1 In-House Audit – Financial Motion

MOTION: I move to accept 2019 in-house audit.

CARRIED

Moved by: Jenni Laing

Seconded by: Marty Taylor

Discussion:

- Will be moving to Servus Credit Union
- In-house vs external audit: cheaper to do it in-house, we’ve never done an external audit before due to it being more expensive but if there was a request,

we could do one

- Societies Act does not mandate an external audit

8.2 Projected 2019 Budget – Financial Motion

MOTION: I move to accept the projected 2019 budget as amended.

CARRIED

Moved by: Amy Sieberlich

Seconded by: Shona Foster

Discussion:

- Error in professional development (\$400 listed, but due to May PD the revenue will be around \$3000 more than projected, change to \$3400 for PD revenue)
- On even years the President attends the AVLIC/CASLI conference which incurs additional expenses (reason for difference in 2019/2019 budget)
- Board meetings no longer require interpreters, so money is being saved
- Services charges will be reduced due to switch from CIBC to Servus, and switch from IVR to Square
- Protection of Title funds may potentially be put aside for the website fund

8.3 Website Redesign Committee Update

Discussion:

- Website Committee's goal is to look into the options that were put forward at last year's AGM in Red Deer. There were many valid options for the website (BubbleUp included, but they are no longer an option for the discounted cost). The previous PD director had done a lot of work, and hopefully that work can be applied to the new committee.
- The committee's goal is to update the website so it can be accessible in both languages. It requires a 'Members Only' section as well as a public area.
- We want to support Deaf and local community – hopefully the committee can find organization to host or design the website from those communities.
- The website recommendations will be re-presented at the 2020 AGM and membership can decide on best course of action.
- Committee hasn't met yet, but a website/forum has been created for the committee members to connect through (accessible to both Edmonton and Calgary members).

- Updates will be sent to the membership/general public periodically.
- Committee will not hire or pay anyone to create website, only looking into options that were put forward at 2019 AGM.

8.4 Protection of Title

MOTION: I move to discontinue reserving funds for Protection of Title and transfer existing reserved funds to ASLIA's operating account.

CARRIED

Moved by: Diane De Andrade

Seconded by: Jody Morrison

Rationale: Funds can be used for other purposes, such as the website, PD, and the diversity committee, etc.

Questions/Clarification:

- Who is responsible for enforcing "Protection of Title?" – interpreting community
- Committee was started many years ago because interpreters wanted to become "licensed," which isn't possible so it moved toward "Protection of Title" instead, but it was incredibly expensive for both human resources and finances
- There was money earmarked for the committee but there was no interest from the community and there has been no standing committee since

Discussions with WAVLI – did Protection of Title help them?

- It was a diplomatic conversation with no clear favor/opposition about benefits/impact to the community

8.5 ASLIA Retractable Banner

MOTION: I move that ASLIA purchase a retractable banner for advertising purposes with a maximum cost of \$200.

AMENDED

Moved by: Megan Richelhoff

Seconded by: Karla Pelrine Discussion:

- Request to remove "maximum cost of \$200"

AMENDED MOTION: I move that ASLIA purchase a retractable banner for advertising purposes.

CARRIED

Moved by: Jason Salling Seconded by: Megan Richelhoff Discussion:

- High quality banner is worth spending more money

8.6 CDG 2020 Sponsorship Request

- Request from Grant Unterschultz looking for sponsorship for Canada Deaf Games 2020 in Edmonton – if ASLIA donates over \$500 we would become a “Bronze Sponsor” with various benefits such as tickets, logo in book, advertising, etc.
- Discussion of fundraising budget – the budget is just a suggestion and not a hard cap; we have spent the 2019 donation budget but we do have the GIC to draw from

MOTION: I move that ASLIA donates \$500 to Canada Deaf Games 2020.

CARRIED

Moved by: Alicia Ponciano

Seconded by: Diane De Andrade Discussion:

- \$500 - \$4999 is “Bronze Sponsor” with all advertising benefits
- Will \$500 allow for table for ASLIA to advertise – unsure
- This is a big Deaf event and ASLIA should be part of it and volunteer

AMENDED MOTION: I move that ASLIA donates \$1000 to Canada Deaf Games 2020.

DEFEATED

Moved by: Amy Sieberlich

Seconded by: Jody Morrison Discussion:

- An in-kind interpreter donation would make more of an impact, they already received a donation and don't need \$1000
- The event will be hosted at several venues and will be using many interpreters, so ASLIA should provide a “donation” of interpreting services
- Dates May 12 – 16, 2020
- “In kind” interpreting would be a decision by individual interpreters, ASLIA can't promise interpreters to donate their time
 - CDG would contact interpreters and ask for them to provide interpreting services for “a receipt”
- ASLIA wouldn't be providing money for interpreting services, just send out an e-mail to community asking for availability

8.7 CASLI 2022 Conference

MOTION: I move that ASLIA will bid to host the CASLI 2022 conference in Edmonton.

CARRIED

Moved by: Tracy Hetman

Seconded by: Aren Burrell Rationale:

- The CASLI conference hasn't been hosted in Edmonton since 2000
- No other chapter has offered to host it
- Tracy is willing to be conference chair and share responsibility with anyone who is interested
- Volunteers will be required for various committee chairs

Discussion:

- Can non-ASLIA members participate on committees? – yes, bylaws say you don't have to be a member
- When will we know if we've won the bid? – there is a CASLI board meeting in June 2019, but no other chapter has offered so we expect to win the bid
- Do we need to prepare a bidding package? – we'll see, CASLI is waiting on our decision regardless of receiving a bidding package

8.8 Available Board Positions

Please let the president know if you are interested in any of the following positions:

- Public Relations
- Publications
- Member at Large

9. Community Updates

- Deaf & Hear Alberta
 - Received a grant from the Telus Edmonton Community Fund to provide interpreting services for youth under age 25 for social inclusion events (e.g. family reunion, babysitting course, etc.), call DHA coordinator for more information
 - Finished taping screening videos in June 2017, update from older videos in 2002
 - DHA completed eleven screenings in the past two years and five new interpreters have joined the roster

- Screenings are now offered twice a year
- DHA received a Capacity Building grant from city of Calgary – giving funds to set up an emergency response; they are collaborating with CEMA (Community Emergency Management Agency) to come up with a response to disasters such as floods, etc. in Calgary area (eventually expand to rest of Alberta). Want interpreters ready to go if there is an emergency. Recently received the grant, still working on it, any interpreters interested please e-mail Deanna.
- Concerns over interpreting behavioral management interviews, frustrated trying to interpret abstract interview process – DHA applied for grant from Community and Social Services, received it and are working on building a video tool with a Deaf person illustrating how to do the behavioral management interview and show interpreters. Collaborating with Deaf/interpreting community, just received grant and will start later in 2019.
- DIYIB (Interpreter Booking System)
 - Teena Westerlund's initiative (see attached document)
 - New direct interpreter booking website, still in test mode
 - Looking for participants for pilot project
 - Who updates profile – interpreter or site manager? (e.g. pass COI, move to new category) – let admin team know, but interpreters manage own schedule
 - How does payment work? – companies pay up front and then DIYIB pays interpreters
 - Still working on rules/terms of services/etc., still in test mode
 - Interpreters required to be ASLIA members/CASLI members? – Yes
 - What if booked but you feel unqualified – able to cancel in confirmation email
 - If pilot is successful, potential launch during summer
 - Interpreters are required to pay a 6-month or 1-year membership fee
- Alberta Association of the Deaf
 - Looking for volunteers for casino (Yellowhead Trail) on July 4th and 5th, 2019 – day or evening, contact Gwen Lathe (VP) if you are available
- Lakeland College
 - SLIP program graduated on Thursday (3 students)
 - SLDS will hopefully have 50 students
 - Carol Patrie's curriculum – donation from Marty for a collection
 - Many guests – Robin Dean DCS, Susan Rhum AEIE, members of Deaf/interpreting community, WASLI and WFAD president, Linda, Alicia

- SLIDS – in-person and online cohort (online instructor is Krishna Madaparathi from Ontario and Patty Freeland is in-person instructor (Jan McCarthy joining next semester)
- Fall new roster, piloting one-year full-time ASL/Deaf culture program (almost confirmed) – still looking for more instructors, have 9 so far, if interested please reach out
- Activities – SLIP students did H4H, Hope Mission, Ronald McDonald house, reciprocity project with Connect Society
- SLIP doing observational practicum, thank you to supervisors and to Sorenson for allowing work observation
- Open house in March 2019, all interpreting programs in Canada are facing issues of decreased numbers so we are in communication with CASLI to work on some advocacy promotion/marketing together – trying to increase numbers, hoping one-year SLDS program will help
- Recently at Jasper Place High School to meet with ASL students with instructor Damien Karl; hopefully touring to different high schools to recruit interest
- Advisory committee meeting in May/June
- NAEI (National Association of Interpreters in Education) established 3 years ago in US to support interpreters working in K-12 settings, president webconferenced in to present to class, talked about organization, their work, professional guidelines that have recently been approved and are being disseminated in the states for the unique work for K-12 settings, bringing learning into the classroom
- Want to partner with broader community, professionals can learn from graduates as well, opportunities for professional development
- Partnership between ASLIA and Lakeland College is important
- Discussed creation of group calendar with various organizations, document dates when planning events so they are not overlapping
- ASD renovations means Lakeland College is moving (from May 1st until further notice), staying in ASD but unsure where
- Make sure invitation is sent to ASLIA distribution list, we haven't received any information so send to ASLIA
- Should partner with CVRS (Canada Video Relay) – they have had conversations but not yet set up
- Race & privilege committee wants more diversity in the field of interpreting, good idea to collaborate with volunteer/new students/Deaf studies program, trying to increase BIPOC participation

- Marty Taylor – Board of Directors for CAVRS, represents ASL/English interpreters
 - Having a face-to-face meeting next week in Ottawa, have two lawyers on Board, two independent people (accountant, CEO of large non-profit association), CEO (Sue Decker – American because we didn't have any Canadians who had run VRS before), 3 Deaf members (one for LSQ, one ASL, one “just Deaf”)
 - Questions re: VRS please talk to Marty

10. Announcements

- President's Award (not award year but is offered annually) – Megan Richelhoff
- Tracy/Professional Development: reminder, Thursday May 2 is Community of Practice gathering (Calgary & Edmonton, 5:30-7), discussing “interpreting graduations”
- Saturday May 25 – Code of Ethics PD (guest presenter from US)
- May 24 and 25 – performances

11. Adjournment

MOTION: I move to adjourn the 2019 Annual General Meeting at 11:36 a.m.

Moved by: Ginette Chalifoux

Board of Directors Annual Reports

President

September 19th, 2020

Action Items Completed:

- Prepared a report with the Vice President regarding the pros and cons of Protection of Title for the Board of Directors
- Researched and shared with the ASLIA board previous WASLI donations
- E-mailed board members to discuss details of potential social events
- Contacted the group 'Silent No More' for any suggestions to ASLIA
- Discussed the VRI Position paper with the other chapter presidents at the meeting on November 4th to see if each province has its own paper
- Contacted Deb Russel to get a copy of the VRI position paper
- Checked ASLIA's Policies and Procedures on how to go about accepting an organization's position paper
- Contacted organizers of the Professional Develop Workshop in spring 2019 to discuss specifics of a monetary donation or volunteer assistance
- Contacted the CASLI Board to discuss the rationale behind not having a non-voting member on the Board of Directors
- Checked the DAC calendar to determine if November 16th, 2019 was an available date for the RPC workshop
- Followed up with the Vice President and Treasurer regarding liability insurance for the Board of Directors
- Confirmed that ASLIA's insurance matched the Alberta School for the Deaf's lease requirements
- Contacted the Edmonton Association of the Deaf president to discuss the 2020 Wine Draw partnership
- Shared information about the CASLI transformation with ASLIA membership
- Obtained numbers for the monthly cost of renting the ASLIA office space from the Alberta School for the Deaf
- Coordinated a social event for CASLI board members and the Edmonton community on April 19th – cancelled due to the Covid-19 situation

Action Items Not Completed (ongoing):

- none

Activities to date:

- Met with ASLIA membership to discuss the CASLI restructure motion

- Assisted with the closure of ASLIA's CIBC account
- Volunteered at the EAD casino
- Booked the room at Alberta School for the Deaf for CASLI meeting
- Was a committee member for the Canada Deaf Games
- Attended the Zoom Webinar "How to Conduct a Meeting"
- Attended the CASLI virtual board meeting in April 2020
- Attended the CASLI 2022 conference planning meeting in September 2019
- Attended regular Deaf Alberta Coalition (DAC) meetings
- Met with EAD, CAD and AAD presidents to discuss the compulsory use of VRI in hospitals
- Observed RID online meetings regarding RID restructure
- Attended many meetings regarding the CASLI restructure – met with the CASLI board, the proposal group, the ASLIA board, the CASLI President, Vice President, Secretary, and Executive Director, the Affiliate Chapter presidents, as well as many individual CASLI members across the country
- Met with the Alberta Cultural Society of the Deaf (ACSD) to share knowledge of Zoom
- Maintained regular contact with Affiliate Chapter presidents

Communication to date:

- CASLI recording secretary – CASLI meeting in Edmonton
- ASLIA Treasurer and Vice President – director's insurance for the ASLIA board
- Robyn Sauks – ASLIA banner redesign
- Sandra Mason at ASD – expressing regrets for not attending ASD open house due to the Covid-19 situation
- CASLI and WAVLI – grievance processes
- EAD Casino Director – asking for ASLIA membership to help volunteer for casino and bingos
- ASD (Nancy Geldhart) – invited ASLIA President or Vice President to participate as a judge for an upcoming student competition
- CAD (Loretta) – asking for ASLIA membership to help volunteer for a casino
- ASLIA member – letter of proof for years of membership
- Megan Richelhoff – Webmaster replacement
- Parliamentarian (Jason Gariepy) – confirmation for ASLIA AGM
- Wine Draw participant – query regarding fund distribution
- Lawyer – offered pro bono time to ASLIA, contacted several times with no reply
- Edmonton Public School Board (EPSB) – ASD office lease
- RIM Interpreting Service in France – advantages of using DI services in Canada

- Alberta Society of the Deaf Blind (ASDB) – offering volunteers or support during Covid-19
- Deaf and Hear Alberta CEO – offering to work together to repair the relationship between the interpreting community and DHA

Committee Update:

- Nothing to report

Volunteers:

- Nothing to report

Expenses:

- \$20 – 1 month Zoom Premium Subscription

Respectfully Submitted,

Alicia Ponciano

Vice President

September 19th, 2020

Action Items Completed:

- Shared the AGM preparation schedule to the Board of Directors

Action Items Not Completed (ongoing):

- Nothing to report

Activities to date:

- Continued to work with AAD regarding response to VRI in hospitals
- Worked alongside ARP committee to facilitate workshop on March 8th
- Jointly responded to potential grievances with ASLIA President
- Attended a DAC meeting
- Attended an Affiliate Chapter President's meeting
- Co-hosted a community meeting with the President regarding CASLI restructure
- Supported the President in communication with CASLI, Affiliate Chapter Presidents and membership regarding CASLI restructure
- Met through Zoom with ACSD representatives to support learning about Zoom
- Met with President to discuss and develop procedural to response to grievances
- Attended at CIBC to finalize account closure
- Volunteered at the EAD casino
- Pre Covid-19, worked with ASLIA President to cull office and begin packing for storage

Communication to date:

- Membership, Deaf organizations (AAD, EAD and CAD), and Deaf individuals – impacts of VRI
- Been made aware of more situations where hospitals in Edmonton and Calgary refuse to provide live interpreters and are using VRI through Language Link

Committee Update:

- See ARP Committee report

Volunteers:

- Nothing to report

Expenses:

- Nothing to report

Respectfully Submitted,

Diane De Andrade

Past President

September 19th, 2020

Action Items Completed:

- Designed a flyer to membership asking for committee volunteers
- Contacted Alberta School for the Deaf to ask about safety procedures (lockdown, fire drill, muster point, etc.) and sent information to the Board of Directors
- Contacted Clark Archibald (CAD President) to discuss the 2020 Wine Draw partnership
- Worked with Fundraising to figure out logistics of running the 2020 Wine Draw

Action Items Not Completed (ongoing):

- Edits to ASLIA's Policies and Procedures

Activities to date:

- Updated the AGM planning matrix to reflect current dates and board members
- Helped run the Calgary portion of the ASLIA General Meeting
- Worked with Special Events to book a space and order catering for the 2020 AGM – cancelled due to the Covid-19 situation

Communication to date:

- Cory McGregor, Red Deer College Conference Coordinator – meeting space for 2020 AGM

Committee Update:

- Nothing to report

Volunteers:

- Jenny Laing – support for ASLIA General Meeting

Expenses:

- Nothing to report

Respectfully Submitted,

Karla Pelrine

Administrative Secretary

September 19th, 2020

Action Items Completed:

- Worked to standardize MailChimp email communication with the ARP
- Created a notice for email and social media regarding Covid-19 to distribute to membership

Action Items Not Completed (ongoing):

- Nothing to report

Activities to date:

- Created and emailed out multiple correspondences via MailChimp to membership
- Created flyers for distribution
- Picked up ASLIA mail from ASD
- Updated ASLIA digital records with the President's volunteer list, etc.

Communication to date:

- Responded to ASLIA general emails and forwarded emails to board members
- AGM correspondence
- Spoke with Treasurer and got support about how to create fillable forms for award nominations

Committee Update:

- Nothing to report

Volunteers:

- Nothing to report

Expenses:

- Nothing to report

Respectfully Submitted,

Christine Kozub

Recording Secretary

September 19th, 2020

Action Items Completed:

- Discussed dates with President and sent out a Doodle Poll for future board meetings and AGM dates
- Reviewed the past year's meeting minutes to see if there were any that hadn't been approved, then sent them to the board for approval at the next meeting
- Forwarded all approved board meeting minutes to the Special Events coordinator for the ASLIA website

Action Items Not Completed (ongoing):

- Helping to finalize the design and content of ASLIA's new banner
- Create a Doodle Poll for office cleaning dates and forward them to interested board members – on hold due to Covid-19 situation

Activities to date:

- Created agendas for all board meetings, including collecting board reports from the Board of Directors
- Took meeting minutes and edited them for approval
- Took minutes at the ASLIA GM (notes due to lack of quorum)
- Created a new template for board reports and distributed to Board of Directors

Communication to date:

- ASLIA President – confirmed dates for board meetings and AGM before sending out polls to Board of Directors
- Special Events and Administrative Secretary – sent approved minutes to upload to website

Committee Update:

- Nothing to report

Volunteers:

- Nothing to report

Expenses:

- Nothing to report

Respectfully Submitted,

Aren Burrell

Treasurer

September 19th, 2020

Action Items Completed:

- Contacted Servus Credit Union regarding switch and signatures
- Met with representatives from Servus Credit Union to discuss investing the \$40,000 GIC being transferred from CIBC
- Contacted Administrative Secretary and ARP Committee Lead to standardize email and communication with the ARP Committee
- Researched the Society's Act regarding bylaw 5.01 about when financial records are filed

Action Items Not Completed (ongoing):

- Working with other members to finalize the design and content of ASLIA's new banner
- Close Canadian Imperial Bank of Canada (CIBC) chequing account and deposit funds to Servus Credit Union (SUC) chequing account
- Close CIBC GIC investment account and transfer investments to SCU
- Get online-only access to SCU accounts

Activities to date:

- Deposited funds to SCU
- Retrieved monthly statements for SCU and CIBC accounts
- Updated Society Annual Returns with the Government of Alberta
- Coordinated with current signers to close the CIBC chequing account
- Completed the audit of the 2019 financial records
- Developed the budget for 2020

Communication to date:

- Servus Credit Union (Sandesh Regmi)
- Bulger Insurance
- Alberta Societies Act
- Alberta Registries
- The Mustard Seed (Red Deer)
- Landon Krentz, Queer Signs Workshop

Committee Update:

- Audit Completed

Volunteers:

- Kelley Boland, Website Committee

- Salma Kanji, Website Committee
- Teena Westerlund, Website Committee
- Janice Manchul, Website Committee
- Janice Pietrucha, Website Committee

Expenses:

- Photocopying/printing
- Office supplies (e.g. postage, envelopes)
- Website Committee meeting in Red Deer (food)
- Certificate of Incorporation and ASLIA historical records

Respectfully Submitted,

Laura Patterson

Membership

September 19th, 2020

Action Items Completed:

- Created a new membership directory to be easily editable by future membership directors
- Asked all ASLIA members to submit a new photo for the directory
- Worked to standardize MailChimp email communication to the ARP Committee

Action Items Not Completed (ongoing):

- Nothing to report

Activities to date:

- Updated membership list as changes came in
- Updated directory and had it posted online

Communication to date:

- Emailed new members to welcome them to ASLIA and invited them to send information for the online directory
- Communicated with membership as questions arose regarding ASLIA membership, membership leave and fees
- Communicated with employees to verify ASLIA membership
- Sally – CASLI/ASLIA membership items

Committee Update:

- Chaired the Addressing Race and Privilege Committee (ARP) and successfully provided a workshop in November 2019 with filled registration and a waitlist
- ARP has partnered with the same two facilitators to provide a year-long program for learning about working with indigenous folk
- For more information see committee report

Volunteers:

- Nothing to report

Expenses:

- Nothing to report

Respectfully Submitted,

Shelly Nafshi

Fundraising

September 19th, 2020

Action Items Completed:

- Worked with Past President to figure out logistics for running the 2020 Wine Draw
- Created flyers to send to membership asking for donations for the raffle basket

Action Items Not Completed (ongoing):

- Nothing to report

Activities to date:

- Went to 200+ stores asking for donation items for raffle and wine draw
- Compiled a raffle basket
- Created a flyer advertising the raffle basket
- Established the Holiday Spirits Draw committees in both Edmonton and Calgary
- Registered teams for the Holiday Spirits draw
- Sold tickets for the raffle basket draw
- Completed the Silent Auction 2019
- Created a modified letter of donation requests to compile items for the AGM
- Collected more donations from stores
- Attended a meeting at the Alberta School for the Deaf discussing rent space

Communication to date:

- Emailed with both Edmonton and Calgary Holiday Spirits committees
- Emailed Edmonton's team captains regarding the process of the draw
- Emailed ASLIA's treasurer about transferring payment from the fundraiser

Committee Update:

- Nothing to report

Volunteers:

- Karla Pelrine – head of the Calgary Holiday Spirits Draw Committee
- Helen McLeod – volunteer interpreter for the draw and silent auction event
- Tracy Hetyman – assisting and supporting during the draw and silent auction event

Expenses:

- Nothing to report

Respectfully Submitted,

Janae Kowalchuk

Professional Development

September 19th, 2020

Action Items Completed:

- Prepared a proposal (including motion) to bring to membership at the next General Meeting to support a bid for the CASLI 2022 Conference
- Write a letter encouraging Lakeland College students to apply for a board position
- Read and commented on the VRI and VRS position papers
- Checked ASLIA's policies and procedures on how to go about accepting an organization's position paper
- Worked with Recording Secretary to create a Doodle Poll to determine a date for a community meeting
- Forwarded position paper to Vice President to share with the ARP Committee
- Updated ASLIA's Policies and Procedures Manual to reflect the April 2019 AGM motion to suspend reserving funds for Protection of Title
- Researched and brought forth Society's Act information on director's liability coverage and protection
- Coordinated a social event for CASLI board members and Edmonton community on April 18th – cancelled due to Covid-19 situation
- Summarized information on the CASLI transformation for the Board of Directors to review

Action Items Not Completed (ongoing):

- Working with other board members to finalize the design and content of ASLIA's new banner
- Working with Janice Manchul in hopes of offering a morning workshop at the 2020 Red Deer AGM on April 25th – cancelled due to the Covid-19 situation

Activities to date:

- Hosted the third CoP on "Graduations" on May 2nd, 2019 in Edmonton – only 2 new people came and Calgary's event was cancelled
- Supported others – most notably Carla Dupras and Laura Patterson – to host the Ethics workshop with Alan Abarbanell on May 25th, 2019
- Worked with Jenny Laing to organize the Queer Signs mini workshop on October 26th, 2019 in Calgary
- Supported ASLIA's Addressing Race and Privilege Committee in organizing a "Introduction to Indigenous Culture" workshop in Maskwacis on November 16th, 2019
- Worked with Jenny Laing to organize an Intersectionality workshop in Calgary on March 28th, 2020 – cancelled due to Covid-19 situation

Communication to date:

- Regular communication with Board of Directors
- Regular communication with volunteers organizing PD events

Committee Update (2022 CASLI Conference Planning Committee):

- Received excellent documentation for CASLI 2018 to help guide the planning of 2022
- Membership-wide announcement recruiting volunteers to lead and serve on committees was distributed
- Held a community-wide meeting on September 7th, 2019 regarding hosting the conference which was live-streamed to Calgary – turnout was very disappointing, however, several volunteers stepped up to work on the program committee
- Continuing efforts to recruit other volunteers have not been successful – there seems to be some ambivalence around hosting a 2022 conference at present
- Theme for the conference will be further refined but will focus on interpreting and Canada's Indigenous Peoples (this may change due to 2020's cancellation, we could adopt the 2020 theme of 'Culture, Intersectionality and Diversity')
- Program Committee is looking to see if a Deaf Indigenous person could join the committee as a co-chair – action on hold
- Conference dates looking at confirming the River Cree Convention center – received quote and dates were altered to July 25th – 31st, 2022 – this date needs to be reviewed given changes caused by the Covid-19 situation

Volunteers:

- Kelley Bolen, Carla Dupras, Stephanie Edgington, Imran Hakamali, Landon Krentz, Jenny Laing, Janice Manchul, Jody Morrison

Expenses:

- Nothing to report

Respectfully Submitted,

Tracy Hetman

Special Events

September 19th, 2020

Action Items Completed:

- Sent AGM Save the Date reminder to membership

Action Items Not Completed (ongoing):

- Researching organizational requirements for documents (what needs to be kept and for how long) in regards to cleaning out the ASLIA office at ASD
- Helping board navigate technology needs for the AGM
- Sending out proxy reminders to membership at the appropriate time

Activities to date:

- Nothing to report

Communication to date:

- Continuing communication with membership and community at large about upcoming events in the community via social media (ASLIA Facebook and ASLIA Twitter)

Committee Update:

- Nothing to report

Volunteers:

- Volunteers assigned a portion of membership to connect with on behalf of ASLIA, in regards to encouraging nominations/self-nomination for a position on the board (not included are the board members who assisted with this):
Helen McLeod, Tosca Nesbitt, Jen Gehrig, Hope Lagaden, Kelley Bolen

Expenses:

- Reimbursement for Tim Hortons provided for the GM: \$23.28 (January 2020)

Respectfully Submitted,

Marquesa Dubois

Member at Large

September 19th, 2020

Action Items Completed:

- Developed a Board Evaluation SurveyMonkey questionnaire for membership

Action Items Not Completed (ongoing):

- Distribute the SurveyMonkey questionnaire to membership

Activities to date:

- Participated in board meetings
- Participated in the CASLI restructure meeting on May 20th, 2020

Communication to date:

- Emailed Deaf Interpreters – sent the “Becoming a Board Member” letter

Committee Update:

- Nothing to report

Volunteers:

- Nothing to report

Expenses:

- Nothing to report

Respectfully Submitted,

Salma Kanji

Committee Reports

Addressing Race and Privilege Committee

September 19th, 2020

Activities to date:

The committee has been meeting regularly, before covid we met in person and since covid we have met virtually and through phone calls.

In November 2019 the committee hosted a 5 hour workshop facilitated by Crystal Wolfe and Randi Monkman. The workshop filled up with 40 registered participants and a wait list. Registrants flew in from as far as Vancouver and Toronto. It took place on Maskwacis and was catered by a local restaurant. The workshop got a lot of positive attention as well as making a profit.

From this, the committee wanted to offer a more comprehensive professional development opportunity. Through much discussion and planning we came out with the 'Introduction to Indigenous Culture as it pertains to Interpreting'. This 3 part professional development opportunity would take place over the course of a year and entail a series of four workshops, (facilitated by Crystal and Randi) as well as registrants being invited to related community events (ie, pow wows, round dance) and lastly, registrants would be asked to volunteer their time to interpret specific events on Maskwacis that would otherwise not be accessible to their deaf community members (reciprocity). It was very exciting to see all of the planning, budgeting and outreach come to fruition on March 7th, 2020 as Maskwacis hosted the first workshop in a series of four. Unfortunately a majority of this series has since had to be cancelled due to covid 19. We have communicated with registrants and the board and reimbursements are being issued. We are still in the process of discussing with the facilitators what we might be able to provide online in relation to the original plan.

Cultural Event: A Give Away Feast was hosted in Maskwacis and attended by one of the participants. This was a great opportunity to be in relationship with the Maskwacis community as well as learning for the committee. We are grateful for the opportunity to be welcomed by the community and have a chance to live/experience these events.

Some committee members and workshop registrants attended a powwow hosted at the University of Alberta in February.

A committee member went to pekiwewin camp to bring donations and check if there were deaf individuals at the camp. Contact information was given to some volunteers there in order to provide interpretation to the deaf folk there should it be needed.

The committee continues to meet virtually.

Communication to date:

In 2019 an email distribution list was started for ASLIA members who wanted to receive or share resources by and about race and racism. These resources have been emailed out semi regularly and have also been uploaded to the committee website.

Prior to the November workshop numerous emails were sent to registrants and facilitators with updates and relevant information.

Following November's workshop a survey was created and sent out to all registrants. That data was compiled and shared with committee members and facilitators. The feedback was used to create the next series of workshops.

In an attempt to stay connected, especially considering current isolating times, an email was sent out to the entire membership with some resources and suggestions for ways to get involved.

Emails to workshop participants regarding information for workshops, related current and cultural events and expectations around COVID-19.

Committee Update:

8 individuals committed to four workshops, four cultural events, reciprocity and a commitment to be in relationship with the Deaf Indigenous community. Sadly, like so many other events planned for 2020, COVID-19 has forced the committee to reimagine the remaining activities in an effort not only to comply with standing Health orders but primarily to keep participants, facilitators and communities safe. We will continue to update participants with changes

In light of COVID-19 we have started a Video Club where participants meet virtually once a month to share and discuss content related to racism and privilege. Our first proposed date is Aug 26th, 2020.

Volunteers:

- Diane De Andrade-Board Liason
- Shelly Nfashi: Chair
- Marty Taylor
- Robyn Sauks
- Crystal Wolfe
- Randi Monkman

- Laura Patterson
- Tanya Adler
- Diane Unterschultz
- Carla Dupras

Expenses:

- Workshop expenses: \$1000.00 (venue, gifts, presenters, interpreters)

Statement of Financial Position

Current as of January 1, 2020

Fund Balance (as of December 31, 2019)

General Account (SCU)	\$ 13,003.65
General Account (CIBC)	\$ 5,802.02
	<u>Total General Accounts \$ 18,805.67</u>
GIC (CIBC)	\$ 41,195.21
Total Funds	\$ 60,000.88

Assets

Current	
Total Funds	\$ 60,000.88
Non-Current	
Capital Assets*	\$ 294.22
Total Assets	\$ 60,295.10

Liabilities

Accounts Payable	\$ 0.00
Restricted Funds	\$ 800.00
	<i>Greg Douglas Bursary \$500.00</i>
	<i>Donna Korpiniski Mentorship Award \$300.00</i>
Total Liabilities	\$ 800.00

Summary

Unrestricted Funds (Assets)	\$ 59,495.10
Restricted Funds (Liabilities)	\$ 800.00
Capital Assets	\$ 294.22

*Capital Assets includes (a) a 2010 purchase of projector and laptop (\$ 2,500) and (b) a 2017 purchase of laptop and external harddrive, which depreciate at 30% per annum.

We, the undersigned, verify that we have completed an audit of the 2019 financial records for the Association of Sign Language Interpreters of Alberta (ASLIA). This document represents an accurate and complete audit of the 2019 financial records.

Summary of 2019
Current as of January 1, 2020

2019 Revenue		Insurance	\$ 1,085.00
Account Adjustments	\$ 1.21	Interpreters	\$ 1,333.00
Donations	\$ 0.00	Member meetings	\$ 0.00
Fundraising	\$ 1,325.00	Membership	\$ 25.00
Membership Fees	\$ 12,054.45	Member Dues - President	\$ 305.00
Professional Development	\$ 5,170.41	Member Dues - Chapter	\$ 0.00
Sales & Merchandise	\$ 60.00	Newsletter	\$ 0.00
Social Events	\$ 1,700.00	Newsletter Subscription	\$ 0.00
Total	\$ 20,311.07	Office Equipment	\$ 54.40
2019 Expenses		Office Expenses	\$ 68.25
Accounting	\$ 0.00	Photocopying	\$ 0.00
AGM Support	\$ 1,274.01	Postage	\$ 31.80
Board Travel	\$ 463.02	Printing	\$ 0.00
Bursary	\$ 0.00-	Prof. Develop Exp.	\$ 2,731.92
Commissionaire	\$ 0.00	Service Charges	\$ 250.56
Committees	\$ 75.90	Social Events - Exp.	\$ 470.75
Directory	\$ 0.00	Web Maintenance	\$ 163.12
Donations	\$ 1,525.00	Public Relations	\$ 0.00
Fundraising Exp.	\$ 1,930.00	Total	\$ 11,818.73
Gifts/ Honorariums	\$ 0.00		

Summary

January 1, 2019 Funds		\$10,289.39
<i>Total Expenses</i>	<i>\$ 11,818.73</i>	
<i>Total Revenue</i>	<i>\$ 20,311.07</i>	
December 31, 2019 Funds		\$18,781.73
December 31, 2019 GIC		41,195.21
Current Total		\$59,976.94

2020 Budget

September 19, 2020

Revenue	2019 Budget	2019 Actual	+/-	2020 Budget
Account Adjustments	\$ -	\$ 1.21	\$ 1.21	\$ -
Donations	\$ 50.00	\$ -	\$ (50.00)	\$ 20.00
Fundraising*	\$ 500.00	\$ 1,325.00	\$ 825.00	\$ 500.00
Membership Fees	\$ 11,500.00	\$ 12,054.45	\$ 554.45	\$ 11,500.00
Professional Development	\$ 400.00	\$ 5,170.41	\$ 4,770.41	\$ 1,000.00
Sales and Merchandise*	\$ 15.00	\$ 60.00	\$ 45.00	\$ 15.00
Social Events*	\$ 500.00	\$ 1,700.00	\$ 1,200.00	\$ 1,000.00
Total	\$ 12,965.00	\$ 20,311.07	\$ 7,346.07	\$ 14,035.00

Expenses	2019 Budget	2019 Actual	+/-	2020 Budget
AGM Support	\$ 1,000.00	\$ 1,274.01	\$ (274.01)	\$ 4,000.00
Board Travel	\$ 3,000.00	\$ 463.02	\$ 2,536.98	\$ 6,000.00
Bursary	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
Committees	\$ 50.00	\$ 75.90	\$ (25.90)	\$ 100.00
Donations	\$ 1,500.00	\$ 1,525.00	\$ (25.00)	\$ 1,500.00
Fundraising Exp.	\$ 100.00	\$ 1,930.00	\$ (1,830.00)	\$ 100.00
Gifts/ Honorariums	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
Insurance	\$ 1,020.00	\$ 1,085.00	\$ (65.00)	\$ 1,200.00
Interpreters	\$ 1,700.00	\$ 1,333.00	\$ 367.00	\$ 1,700.00
Member meetings	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00
Membership	\$ 60.00	\$ 25.00	\$ 35.00	\$ 60.00
Member Dues - President	\$ 405.00	\$ 305.00	\$ 100.00	\$ 405.00
Member Dues - Chapter	\$ -	\$ -	\$ -	\$ -
Newsletter	\$ 100.00	\$ -	\$ 100.00	\$ 100.00
Newsletter Subscription	\$ 50.00	\$ -	\$ 50.00	\$ 50.00
Office Equipment	\$ 20.00	\$ 54.40	\$ (34.40)	\$ 20.00
Office Expenses	\$ -	\$ 68.25	\$ (68.25)	\$ -
Photocopying	\$ -	\$ -	\$ -	\$ -
Postage	\$ 20.00	\$ 31.80	\$ (11.80)	\$ 20.00
Printing	\$ 80.00	\$ -	\$ 80.00	\$ 80.00
Prof. Develop Exp.	\$ 2,500.00	\$ 2,731.92	\$ (231.92)	\$ 1,500.00
Service Charges	\$ 200.00	\$ 290.56	\$ (90.56)	\$ 200.00
Social Events - Exp.	\$ 350.00	\$ 462.75	\$ (112.75)	\$ 350.00
Web Maintenance	\$ 200.00	\$ 163.12	\$ 36.88	\$ 200.00
Public Relations	\$ 50.00	\$ -	\$ 50.00	\$ 50.00
Total	\$ 11,818.73	\$ 11,818.73	\$ (274.01)	\$ 20,135.00

Proxy Information

If you are unable to attend the meeting, please fill out the proxy form included in your AGM package.

ASLIA By-Laws 8.08 PROXY

Each eligible voting member present at a meeting shall have the right to exercise the number of votes in these By- Laws provided for such member. A member may, by means of a written proxy, appoint a proxy holder to attend and act at a specific meeting of members, in the manner and to the extent authorized by the written proxy. A proxy holder must be an eligible voting member of the Society. Any active member in good standing may cast one (1) vote for themselves and a maximum of two (2) proxy votes. Written proxies shall be submitted for inspection to the designated officer of the Society, prior to the meeting.

HOW TO SUBMIT YOUR PROXY:

1. Scan/E-mail by MIDNIGHT on Friday, September 18th, 2020

Please fill out the form included in this package and e-mail it to membership@aslia.ca

2. Online Submission by MIDNIGHT on Friday, September 18th, 2020

Follow the link below and fill out the online submission form (this information has also been e-mailed to membership)

<http://bit.ly/ASLIAProxy> or from http://www.aslia.ca/2020_agm.html

Proxy Form – ASLIA AGM

September 19th, 2020

1:00 – 4:00 p.m.

I hereby authorize _____ to carry my proxy vote for the
September 19th, 2020 ASLIA AGM.

Name:

Address:

Phone Number:

Signature

Date:

Voting Instructions to Proxy Holder:

Note: Active members may be authorized to hold up to two (2) proxy votes in addition to their own vote.