



Manitoba Association of Visual Language Interpreters
Annual General Meeting
March 5th, 2022
Zoom
9:00am – 12:00pm

Annual General Meeting Package 2022

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Manitoba Association of Visual Language Interpreters
Annual General Meeting
March 5th, 2022

Section One

Agenda

- 9.5. Membership 2022 – 2024
- 9.6. Professional Development 2022 – 2024
- 9.7. Public Relations 2022 – 2024

10. Appreciation and Acknowledgements

10.1. MAVLI Student Achievement Award

The MAVLI Student Achievement Award acknowledges an AEIP student. Selection is based on academic standing and involvement in MAVLI, the interpreting community, Deaf community, and the community at large. The past recipient will present the honour.

10.2. Vice President Award

The Vice President Award acknowledges a member whose actions have benefitted MAVLI. The Vice President will present the honour.

10.3. President Award

The President Award acknowledges a board member and their contributions. The Acting President will present the honour.

10.4. Door Prize

11. Confirmation of Acts

I, as Acting President, move that all acts, contracts, bylaws, proceedings, appointments, elections, and payments enacted, made done or taken by the Directors and Officers of the Manitoba Association of Visual Language Interpreters for the last 1-year term and the same as set out or referred to in the minutes of the Board of Directors or in Financial Statements submitted to this meeting be hereby approved and affirmed.

12. Announcements

13. Adjournment



Manitoba Association of Visual Language Interpreters
Annual General Meeting
March 5th, 2022

Section Two

Executive, Committee, and Representative Reports

6. Executive, Committee Representative, and Committee Reports

6.1. President

Position Vacant

6.2. Vice-President

Meaghan Gessner

Annual Report

Activities to Date:

- 6.2.1.** Attended and chaired monthly board meetings
- 6.2.2.** Responded to members and non-member inquiries, as needed
- 6.2.3.** Attended online CASLI Board Meetings
- 6.2.4.** Attended MAVLI 2021 AGM
 - 6.2.4.1. Presented the Vice President's Award during the AGM. Laura Patterson was the recipient
 - 6.2.4.2. Was on the Selection Committee for the MAVLI Student Achievement Award. A recipient for this award was chosen.
- 6.2.5.** Attended Presidents' Meetings, as Acting President
- 6.2.6.** Attended CASLI AGM
 - 6.2.6.1. Carried proxies for some MAVLI Members
- 6.2.7.** Attended various MAVLI S.H.I.F.T. sessions
- 6.2.8.** Responded to several emails regarding various ASL-English Interpreter job vacancies in Manitoba
- 6.2.9.** Discussed and decided with the Executive, the recipient for the Vice President's Award
- 6.2.10.** Prepared welcome letter for the 2022-2023 CASLI Membership year with the Membership Chairperson
- 6.2.11.** Participated in the MAVLI Mentoring program
- 6.2.12.** Attended RRC Advisory Board Meeting
- 6.2.13.** Attended both LGBTQ2+ PD sessions
- 6.2.14.** Attended CASLI Town Hall Discussion
- 6.2.15.** Sent copies of MAVLI DVD to those requesting
- 6.2.16.** Attended Magic of ASL
- 6.2.17.** Met with Member at Large chairperson regarding Interpreting Standards of Practice Committee
- 6.2.18.** Contacted CASLI Board to inquire about the pausing of the David Still Memorial IEP Graduating Student Award
- 6.2.19.** Contacted AC Presidents to ask what their interpreting hiring practices are

- 6.2.20. Contacted Indigenous Deaf Community Members in Manitoba regarding the land acknowledgement video. PD portfolio is now taking the lead on this
- 6.2.21. Filled out the Licence for the AEIP students to host their alcohol raffle
- 6.2.22. Made an appointment and went to TD Bank to sign papers to have the MAVLI credit card name changed and to change the signing authority on the account
- 6.2.23. Attended and chaired the MAVLI Board Long Term Goals meeting in November
- 6.2.24. Corresponded with MAVLI Board members, as needed

Ongoing Activities:

- 6.2.25. Preparing monthly board reports
- 6.2.26. Review monthly board minutes and reports
- 6.2.27. Respond to member and non-member inquiries
- 6.2.28. Correspond with interested parties about current/prospective MAVLI Awards
- 6.2.29. Liaise between MAVLI Board and CASLI Board of Directors until President portfolio is filled
- 6.2.30. Support new president, when elected
- 6.2.31. Support MAVLI board members, as needed

Future Initiatives:

- 6.2.32. Participate in CASLI board meetings, as scheduled
- 6.2.33. Attend Advisory Board Committee Meeting
- 6.2.34. Help support the planning of the next Magic of ASL with MCSD

6.3. Treasurer

**Monica Furer
Annual Report**

Activities to Date:

- 6.3.1. Filed 2020 GST Return and received a refund
- 6.3.2. Purchased GICs with funds from Suzanne St. Yves' bequest and with remaining funds from AVLIC 2014 conference profits (see financial report for details)
- 6.3.3. Prepared and filed MAVLI's 2020 Income Tax Return
- 6.3.4. Filed 2020 NPO Information Return
- 6.3.5. Spoke with CRA to review 2020 tax return and make some adjustments
 - 6.3.5.1. Annual income tax return and NPO return previously completed and filed by MAVLI's professional accountant
 - 6.3.5.2. Now that MAVLI has hired D. Mondor to do the annual financial review, the treasurer must file the income tax and NPO returns
 - 6.3.5.3. CRA noted a gap in filed returns for 2002-2007 but will not pursue this
- 6.3.6. Renewed MCSD and MDA affiliate memberships

- 6.3.7. Attended Magic of ASL on June 3
- 6.3.8. Attended CASLI discussion July 6th
- 6.3.9. Attended several MAVLI SHIFT sessions
- 6.3.10. Filed MAVLI 2021 Annual Corporate Return
- 6.3.11. Reviewed MAVLI's RRC Fund annual report (dated March 31, 2021)
 - 6.3.11.1. Important to note that gain in April 2019 was \$321.84 and gain in April 2020 was \$277.09 (April 2021 gain not yet available)
 - 6.3.11.2. We have paid out awards of \$500 each year, so have been dipping into the principle
 - 6.3.11.3. MAVLI may wish to consider decreasing the amount of the award given out in the future or topping up with MAVLI funds, so we only use the interest gained
- 6.3.12. Renewed MAVLI's Board Insurance
 - 6.3.12.1. This is the final year of a 3-year term insurance
 - 6.3.12.2. MAVLI will need to purchase a new policy in Sept 2022 and the rate may change
- 6.3.13. Attended portion of the MAVLI K-12 PD Day workshop
- 6.3.14. Attended CASLI AGM on Nov 20
- 6.3.15. Attended MAVLI long-term planning session on Nov 17
- 6.3.16. Attended Core Competencies workshop on Nov 27
- 6.3.17. Renewed P.O. Box in Osborne Village
- 6.3.18. Prepared the 2021 year-end financial statement and 2022 Budget
- 6.3.19. Delivered the 2021 financials to Diane Mondor for review

Ongoing Activities:

- 6.3.20. Maintain financial records and create monthly financial reports
- 6.3.21. Review, reconcile and save monthly bank, PayPal and Visa statements
- 6.3.22. Pay expenses and make deposits in a timely fashion
- 6.3.23. Issue workshop registration receipts when requested
- 6.3.24. Empty mailbox regularly
- 6.3.25. Ensure GST is collected for sale of merchandise and workshop registration fees

Future Initiatives:

- 6.3.26. File 2021 GST, Income Tax and NPO returns

MAVLI Financial Statement
December 31, 2020 - December 31, 2021

Opening Bank Balance as of Dec 31, 2020 **\$26,476.08**

**The 4 items below were included in the 2020 fin statements as accounts receivable/payable
They are included here to reconcile the bank balance**

GST Refund for 2020	\$116.60
Visa cash back credit Dec 2020	\$3.11
Accounting fees for 2020	-\$275.00
Domain renewal Dec 2020	-\$65.23
	-\$220.52

Adjusted bank balance **\$26,255.56**

Income 2021:

Membership	\$2,909.18
Fundraising	\$571.60
DVD Sales and MAVLI Merchandise	\$0.00
Professional Development	\$1,890.64
MAVLI K012 PD Day (under MEC portfolio)	\$2,015.00
Donations	\$346.70
Miscellaneous (interest)	\$10.00
Subtotal	\$7,743.12

Expenses 2021:

Board Insurance Fee	\$801.00
Office expenses	\$854.13
Additional Admin Fees (Corp return/bank fees)	\$348.88
CASLI 2021 AGM	\$0.00
MAVLI 2021 AGM	\$235.64
Affiliate memberships to other organizations	\$160.00
Donations/Community support	\$0.00
Fundraising expenses	\$0.00
Professional development expenses	\$1,400.00
MAVLI K-12 PD Day expenses (under MEC portfolio)	\$1,166.50
Public Relations	\$0.00
Special projects (Magic of ASL)	\$0.00
Miscellaneous (wind-up/retirement gift)	\$420.10
Subtotal	\$5,386.25

	Subtotals	\$7,743.12	\$5,386.25
Net Profit in 2021		\$2,356.87	
Purchase of GICs			\$15,000.00
Bank Balance as of Dec 31, 2021		\$13,612.43	
Accounts Receivable for 2021:			
Nov 5, 2021 Visa cash back credit	\$11.20		
Accounts Payable for 2021:			
Accounting Fees for 2021	\$275.00		
GST Payment for 2021	\$136.87		
Diversity Essentials (presenter fee for recorded W/S)	\$300.00		
<u>Additional Assets:</u>			
MAVLI Savings Account:			
Opening Balance as of Dec 31, 2020	\$1,009.68		
Transfer of accumulated interest to chequing account	-\$10.00		
Interest Credit	<u>\$1.98</u>		
Bank Balance as of Dec 31, 2021	\$1,001.66		
GICs: purchased Mar 4, 2021			
1-year cashable GIC purchased with SSY funds	\$1,000.00		
3-year Canadian Banks GIC with SSY funds	\$4,000.00		
1-year cashable GIC purchased with conference funds	\$2,000.00		
3-year Canadian Banks GIC with conference funds	<u>\$8,000.00</u>		
Total GICs	\$15,000.00		
MAVLI PayPal Account:			
PayPal Balance as of Dec 31, 2020	\$0.00		
PD workshop income April 2021	\$90.00		
PayPal fees April 2021	-\$5.62		
Transfer of funds to chequing account Sept 2021	-\$84.38		
PD workshop income Dec 2021	\$490.00		
PayPal fees Dec 2021	-\$21.41		
Transfer of funds to chequing account Dec 2021	-\$468.59		
PayPal Balance as of Dec 31, 2021	\$0.00		
RRC Investment (MAVLI Student Achievement Award):			

Balance as of March 31, 2020	\$11,702.16
Disbursement (AEIP Award) Apr 2020	-\$500.00
Gain Apr 1, 2020	\$277.09
Balance as of March 31, 2021	\$11,479.25
Disbursement (AEIP Award) Apr 2021	-\$500.00

Note: MAVLI still has a flight credit for a cancelled flight (due to pandemic) for CASLI 2020 May 14, 2020 West Jet Flight Credit \$632.36

Additional Liabilities:

MAVLI Visa:

Nov 5 Cash Back annual credit	-\$11.20
Visa Balance (credit) as of Dec 31, 2021	-\$11.20

M.A.V.L.I. 2021 Itemized Financial Report by Portfolio

	Income	Expense	Net Profit (Loss)
Membership	\$2,909.18		
Subtotal			\$2,909.18

Fundraising			
Mom's Pantry	\$571.60		
Subtotal			\$571.60

Professional Development			
May 1st LGBTQ2+ W/S	\$855.00	\$588.12	\$266.88
Core Competencies Nov 27	\$510.00	\$957.33	-\$447.33
Recorded PD*	\$610.00	\$330.16	\$279.84
Subtotal			\$99.39

*\$300 in Accounts payable for 2021 (Diversity Essentials pd Jan 5, 2021)

MAVLI Education Committee (MEC)			
K-12 PD Day	\$2,015.00	\$1,231.50	
Subtotal			\$783.50

Public Relations (PR)			
	\$0.00	\$0.00	
Subtotal			\$0.00

MAVLI AGM			
		\$235.64	
Subtotal			\$235.64

Office Expenses			
Domain maintenance fee (GoDaddy)		\$69.51	
Microsoft office 365 Software annual subscription		\$88.48	
Website Hosting fee (DreamHost)		\$156.58	
Website renewal (Weebly)		\$88.20	
Zoom annual registration		\$242.41	
Post Office Box fee		\$208.95	
Subtotal			\$854.13

Administration Fees			
Accounting fee for 2021 review*		\$275.00	
Board Insurance		\$801.00	
Annual Corporate Return		\$40.00	
Cheque order		\$152.63	
Subtotal			\$1,268.63

*\$275 accounting fee for 2021 in Accounts Payable

Community Support			
MDA affiliate membership		\$60.00	
MCSD affiliate membership fee		\$100.00	
Subtotal			\$160.00

Miscellaneous			
MAVLI Board Wind-up		\$320.00	
Retirement Gift		\$100.10	
GST Return for 2021*		\$136.87	

Subtotal			\$556.97
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*GST payment \$136.87 in accounts payable for 2021

6.4. Secretary

Sarah Szalai Annual Report

Activities to Date:

- 6.4.1. Attended board meetings, created agendas, composed minutes, emailed minutes to board members and uploaded minutes to Dropbox
- 6.4.2. Managed MAVLI's Zoom account for board meetings, workshops and events
- 6.4.3. Sent out reminders for meetings and requested agenda submissions
- 6.4.4. Sent out all job advertisements and announcements to the membership
- 6.4.5. Ensured all board members had access to MAVLI email and Dropbox accounts
- 6.4.6. Attended the CASLI AGM on November 20, 2021
- 6.4.7. Participated in the MAVLI Mentorship Program
- 6.4.8. Attended the MAVLI S.H.I.F.T. Sessions on February 15, June 28, August 31, October 19 and December 16
- 6.4.9. Prepared the 2022 AGM Package

Ongoing Activities:

- 6.4.10. Send out reminders for board meetings, request for submissions, create agendas and arrange meeting space or Zoom meeting
- 6.4.11. Compose meeting minutes, send to board members and upload to the Dropbox account
- 6.4.12. Communicate job opportunities and announcements to MAVLI membership
- 6.4.13. Maintain the MAVLI membership email contact list

Future Initiatives:

- 6.4.14. Prepare the 2023 MAVLI AGM package

6.5. Fundraising

Emily Duncan Annual Report

Activities to Date:

- 6.5.1. Completed Mom's Pantry Fundraiser

Ongoing Activities:

- 6.5.2.** Raffle license application for Winter 2022 fundraiser (postponed from 2021)

Future Initiatives:

- 6.5.3.** 'Back to Fundraising' for post-COVID fundraising

6.6. MAVLI Education Committee

**Meaghan Gessner, Heather Hutchison-Campbell, Joyce Sztandera
Annual Report**

Activities to Date:

- 6.6.1.** Attended AGM March 13, 2021
- 6.6.2.** Contacted presenters for MAVLI K-12 PD Day
- 6.6.3.** Held MAVLI K-12 Professional Development Day Oct 22, 2021 with 58 participants
- 6.6.4.** Collected data from participants with survey on what was beneficial and what could be improved for future K-12 PD Days
- 6.6.5.** Purchased and mailed out honorariums for the K-12 PD Day presenters
- 6.6.6.** Attended LGBTQ+ PD May 2, 2021
- 6.6.7.** Attended all MAVLI board meetings
- 6.6.8.** Provided monthly board reports to MAVLI
- 6.6.9.** Remote learning and Code Red have made in-person visits sporadic for most of the 2020-2021 school year for the Educational Interpreting Consultant
- 6.6.10.** Educational Interpreting Consultant has gone into schools when possible to observe and provide feedback to interpreters and Signing EAs throughout the province
- 6.6.11.** Educational Interpreting Consultant met with the Teacher of the Deaf in Winnipeg School Division (WSD) to discuss best placements for Interpreters and Signing EAs for the 2021-2022 school year
- 6.6.12.** Attended Long Term Goals Meeting Oct 28, 2021
- 6.6.13.** Meaghan Gessner (EIC) along with Cody Zimmer (ASL Consultant) facilitated K-12 Interpreting Assessments as part of WSD requirements for staff Interpreters and Signing EAs

Ongoing Activities:

- 6.6.14.** Researching topics for upcoming K-12 PD Days
- 6.6.15.** Continuing to meet and discuss with Interpreters and Signing EAs about how best to meet and support the student's needs
- 6.6.16.** Attending MAVLI Board Meetings

Future Initiatives:

- 6.6.17. Plan an in-person K-12 PD Day for October 2022
- 6.6.18. Continue to support school staff
- 6.6.19. Continue to support the MAVLI board

6.7. Member-at-large

Tessa Rogowski Annual Report

Activities to Date:

- 6.7.1. Attended the majority of Board Meetings
- 6.7.2. Held a special interest meeting with three community members
 - 6.7.2.1. Topic was Freelancing – what we can do to better support Freelancers:
Rates, service agreements and best practices
- 6.7.3. Attended two SHIFT meetings
- 6.7.4. Attended the Long-Term Planning meeting
- 6.7.5. Attended a few MAVLI sponsored PD opportunities
- 6.7.6. Attended the CASLI AGM

Ongoing Activities:

- 6.7.7. Attend board meetings
- 6.7.8. Attend PD opportunities hosted by MAVLI

Future Initiatives:

- 6.7.9. Committee to develop videos about interpreting for the MAVLI website

6.8. Membership

Emma Drury Annual Report

Activities to Date:

- 6.8.1. Maintained a current membership list throughout the year
- 6.8.2. Corresponded with CASLI Administrator regarding new memberships, exemptions, and other requests
- 6.8.3. Presented to the graduating AEIP students regarding changes in their membership after graduation
- 6.8.4. Attended the 2021 MAVLI AGM
- 6.8.5. Attended MAVLI events and workshops throughout the year

Membership Statistics as of January 14th, 2022

Active: 86
 Student: 16
 Exempt: 7
 Subscriber: 1
Total: 110

Ongoing Activities:

- 6.8.6. Remain in contact with CASLI regarding MAVLI's membership
- 6.8.7. Maintain an up-to-date membership list throughout the year
- 6.8.8. Assist new members with membership process requests
- 6.8.9. Respond to various membership related requests

Future Initiatives:

- 6.8.10. Request a current membership list from CASLI before the AGM
- 6.8.11. Make new voting cards, prior to the AGM, if necessary
- 6.8.12. Annually visit the 2nd year AEIP students, during March, to outline the "upgrading to active member" process
- 6.8.13. Request RRC Coordinator to send a list of graduating ADSP students to CASLI before their final day of instruction

6.9. Professional Development

Sheryl LaVallee, Dawn-Marie Wilson
Annual Report

Activities to Date:

- 6.9.1. Attended MAVLI AGM
- 6.9.2. Hosted 2 virtual presentations through Diversity Essentials. Presenters: Darla Matombe and Cassandra Bell presented on the following dates:
 - 6.9.2.1. May 1st, "LGBTQ2+ Knowledge and Essentials"
 - 6.9.2.1.1. 84 Registrations, Net income: \$865 – Expenses: \$590.24 = Profit (gain) \$274.76
 - 6.9.2.2. November 27th, "Core Competencies in Sexual Orientation, Gender Identity and Gender Expression"
 - 6.9.2.2.1. LIVE Event on Zoom: 27 Registrations (used Eventbrite) Net Income: \$452.67 – Expenses: \$900 = Profit (loss) (-\$447.33)
 - 6.9.2.2.2. Recording of the event: 28 Registrations, Net Income: \$588.84 – Expenses: \$308.75 = Profit (gain) \$279.84
 - 6.9.2.2.3. Net profit (loss) overall for live event and recording is \$-167.49 (loss)
- 6.9.3. Hosted 5 SHIFT Sessions on: Preparation (February 15, 2021), Open Discussion (June 28th, 2021), Coping with Stress (August 31, 2021), Authentic Interpreting (October 19, 2021) and Remembering your 'Why' (December 16, 2021)

6.9.4. Attended CASLI AGM**Ongoing Activities:**

6.9.5. Planning upcoming SHIFT sessions to be held every 6-8 weeks for the duration of our term. Next Session will be February 22, 2022

6.9.6. Attending Board Meetings

6.9.7. Planning for upcoming workshops

6.9.8. Check PD email regularly and correspond accordingly

Future Initiatives:

6.9.9. Once we have a better sense of when COVID-19 restrictions will be lifted and travel allowed, we will follow up with Amber Galloway to continue discussing the possibility of a music workshop

6.10. Public Relations

**Shelby Graham, Jordan Wynychuk
Annual Report****Activities to Date:**

6.10.1. April 2021: Hosted Trivia Night on Zoom for ASL fun night

6.10.2. May 2021: Hosted Bingo Night on Zoom for ASL fun night

6.10.3. May 2021: Meg Toews received her student award funds

6.10.4. June 2021: Cancelled Scavenger Hunt on Zoom due to lack of interest

6.10.5. June 2021: Met with Landon to work on website over the summer

6.10.6. June 2021: Researched affiliate chapters regarding hiring information

6.10.7. June 2021: No affiliate chapters have hiring information on their websites

6.10.8. September 2021: Worked on website with Digital Media Coordinator

6.10.9. September 2021: Successfully set up Mentor/Mentees for the year

6.10.10. October 2021: MAVLI Mentor Night

6.10.11. November 2021: Hosted Bowling Night for ASL fun night

6.10.12. December 2021: Hosted Boston Pizza Night for ASL fun night

6.10.13. December 2021: Hosted ADSP event to practice fingerspelling

Ongoing Activities:

6.10.14. Hosting Zoom and in person ASL fun nights

6.10.15. Working on the website with Digital Media Coordinator

Future Initiatives:

6.10.16. Figuring out the ASL fun night Facebook page, and what purpose it serves

6.10.17. Get a presentation put together to educate community of the role of interpreters

6.10.18. Host ASL Night Clubs more often

6.10.19. Host Trivia Night on Zoom for ASL fun night

6.10.20. Will be sending out the information to students for the student achievement award

6.11. Digital Media Coordinator

Landon Cormack
Annual Report

Activities to Date:

6.11.1. Converted and uploaded MAVLI DVD to mavli.com

6.11.2. Updated Board member photos on mavli.com

6.11.3. Worked tech for MAVLI & MEC K-12 PD Day over Zoom

6.11.4. Worked with PR chairs Shelby and Jordan to add more information to mavli.com

Ongoing Activities:

6.11.5. Post events to MAVLI Facebook page regularly

6.11.6. Post events to MAVLI Community Events calendar regularly

6.11.7. Renew online accounts for Weebly, GoDaddy, and DreamHost

Future Initiatives:

6.11.8. Set up a team to interpret MAVLI site information into ASL. Project started late 2021 but later halted

6.12. AEIP Representative

Summer Nicholson, Meg Toews
Annual Report

Activities to Date:

6.12.1. First semester completed and second semester has begun

6.12.2. Students have contacted and met their MAVLI mentors

6.12.3. Final year AEIP students begin first block of practicum

6.12.4. AEIP and ADSP students had first semester half online and in person

6.12.5. Final year students held an alcohol raffle fundraiser event for their end of year appreciation BBQ – goal of \$2000 was exceeded

Ongoing Activities:

6.12.6. Final year AEIP continue to discuss what the appreciation BBQ may look like and where it will be held in the spring, COVID depending

6.12.7. First year AEIP students begin their modified second semester

- 6.12.8. All students experience staffing changes since the previous semester
- 6.12.9. Second semester AEIP and ADSP students able to attend full time in person lessons
- 6.12.10. Both years of AEIP have been attending, learning, and enjoying the different workshops hosted by MAVLI and other organizations

Future Initiatives:

- 6.12.11. Final year AEIP student will continue their first practicum block until February 18, 2022. Their second practicum block will begin February 28, 2022
- 6.12.12. Final year AEIP students looking forward to graduation in April 2022
- 6.12.13. Discussion of third semester for ADSP students, no decision made yet
- 6.12.14. Students looking forward to attending AGM and future events to come

6.13. Diversity, Equity, Inclusion and Belonging (DEIB) Committee

**Dawn-Marie Wilson
Annual Report**

Activities to Date

- 6.13.1. Implemented an opportunity for BIPOC interpreters to connect, discuss and debrief issues unique to their experience (Organized and led by Anna Salgado)
- 6.13.2. Drafted MAVLI land acknowledgement
 - 6.13.2.1. Sent to board for review/feedback
 - 6.13.2.2. Made minor edits and sent to MDA representative, Shawna Joynt, for feedback
 - 6.13.2.3. Contacted Prasanna Ranganathan – DEIB consultant, to discuss first steps in DEIB planning. This included providing a list of DEIB consultants in Winnipeg who could work with MAVLI
 - 6.13.2.4. Selected Laurelle Harris of Equitable Solutions to consult on the implementation of a DEIB strategy
 - 6.13.2.4.1. Attended initial consultation meeting to discuss options for the services she can provide. She has been hired on a short-term contract to do initial research. From this research she will present us with a more extensive long-term options so that we can decide how to move forward

Ongoing Activities

- 6.13.2.5. Finalizing edits to the land acknowledgement, which will then be sent to a few Indigenous members of the Deaf community for review and feedback
- 6.13.2.6. Ongoing contact with Laurelle Harris, as needed
- 6.13.2.7. BIPOC Interpreter support meetings continue on occasion, as needed, and determined by the participants

Future Initiatives

- 6.13.2.8.** Translate the finalized land acknowledgement into ASL and record it
 - 6.13.2.8.1.** Put ASL and English version on website and other media
 - 6.13.2.8.2.** Add acknowledgement to MAVLI email signatures and documents
- 6.13.2.9.** Continue contact with Laurelle Harris, narrow down best options for long-term plans and present to membership for approval



Manitoba Association of Visual Language Interpreters
Annual General Meeting
March 5th, 2022

Section Three

Old Business

7. Old Business



Manitoba Association of Visual Language Interpreters
Annual General Meeting
March 5th, 2022

Section Four

New Business

8. New Business**8.1. Diversity, Equity, Inclusion and Belonging Committee Expenditure****8.1.1. I move that Equitable Solutions Consulting be retained to provide services relating to equity and inclusion to a maximum expenditure of \$3,000.00****Rationale:**

Equitable Solutions Consulting was retained for an initial assessment of MAVLI's By-Laws and Policies and Procedures as well as the AVLIC Code of Ethics and CASLI By-Laws. After much discussion several recommendations were made to help MAVLI move in a direction of Diversity, Equity, Inclusion and Belonging. The first recommended step that the Board would like to move forward with is the exploration and implementation of a DEIB committee. This would require support from an expert, and training regarding how a committee can be most effective and work in partnership with the board. Equitable Solutions can support us in this process to ensure it is successful.

Moved: Dawn-Marie Wilson**Seconded:** Sarah Szalai**8.2. Waiving Public Accountant****8.2.1. I move that MAVLI waives the requirement for a public accountant to review MAVLI's 2022 financials.****Rationale:**

According to the Government of Canada, members of not-for-profit Corporations with annual revenues <\$50,000 "may waive appointment by annual unanimous resolution". Waiving appointment of a Public Accountant allows MAVLI to hire a skilled accountant who does not have the certification of PA, such as Dianne Mondor or Doug Momotiuk.

Moved: Monica Furer**Seconded:** Sarah Szalai**8.3. Appointing Accountant for 2022 Financial Review****8.3.1. I move to appoint Dianne Mondor to do MAVLI's 2022 financial review.****Moved:** Monica Furer**Seconded:** Sarah Szalai**8.4. Approval of 2022 Budget****8.4.1. I move to approve the proposed 2022 MAVLI Budget as outlined below.****Moved:** Monica Furer**Seconded:** Sarah Szalai

MAVLI 2022 BUDGET

	Estimated	Actual
Total Income	\$3,750.00	
Total Expenses	\$3,750.00	

Income:

Membership	\$3,000.00	
Fundraising	\$0.00	
MAVLI K-12 PD Day	\$750.00	

Expenses:

Annual Board Insurance Fee	\$900.00	
Accounting Fee	\$300.00	
Annual Corporate Return	\$40.00	
Domain Maintenance (GoDaddy)	\$75.00	
Website Hosting (DreamHost)	\$165.00	
Website Renewal (Weebly)	\$100.00	
Zoom Subscription	\$250.00	
Post Office Box Annual Fee	\$210.00	
MAVLI Board Wind-Up (max \$20/person)	\$300.00	
MAVLI AGM	\$300.00	
CASLI 2022 Conference and AGM	\$350.00	
Affiliate Memberships	\$160.00	
Community Support	\$300.00	
Top up RRC Student Achievement Award	\$200.00	
Misc. admin costs (stamps/bank fees)	\$100.00	

Total**\$0**



Manitoba Association of Visual Language Interpreters
Annual General Meeting
March 5th, 2022

Section Five

Nomination and Proxy Forms

Electronic Nominations

To submit a nomination online, access the form at:

https://docs.google.com/forms/d/e/1FAIpQLScI75CzP86eqayxGccD0AvoPyu9wxtSXfW4GWfALsaxTXKZ0Q/viewform?usp=sf_link

Electronic Proxy

To submit a proxy online, access the form at:

https://docs.google.com/forms/d/e/1FAIpQLSflzaJErm8fEZdoAv8RIgWvy-GxsHWwXFpJINxm9pEtgCTXwQ/viewform?usp=sf_link

Nomination Form



**MAVLI Annual General Meeting
Saturday, March 5th, 2022
Zoom**

The following is a list of Board Positions and their respective terms. Positions in bold face font are those that will be vacant.

President	2021 - 2023	
Vice President	2022 – 2024	
Treasurer	2021 – 2023	Monica Furer
Secretary	2022 – 2024	
Fundraising	2021 - 2023	Emily Duncan
Manitoba Education Committee	2021 - 2023	Meaghan Gessner
Member-at-large	2022 – 2024	
Membership	2022 – 2024	
Professional Development	2022 – 2024	
Public Relations	2022 – 2024	
Digital Media Coordinator	2021 - 2023	Landon Cormack
AEIP Rep	2022 - 2023	To be selected in the Fall of 2022

Written nominations are to indicate the portfolio for which the candidate is running; are to be supported by the signature of two voting members as well as the nominee; and are to be received at the MAVLI address **by February 26, 2022**.

The MAVLI address is:
MAVLI
PO Box 68056 RPO Osborne Village
Winnipeg Manitoba R3L 2V9

Nomination Form

Position: _____

Nominee: _____ **Nominee Signature:** _____

Voting Member: _____ **Voting Member:** _____

Date: _____

Proxy Form



**MAVLI Annual General Meeting
Saturday, March 5th, 2022
Zoom**

Note: If you are unable to attend the Annual General Meeting and are an Active or Student member of MAVLI, in good standing, written proxy forms must be received at the MAVLI address **by Friday, February 26th, 2022**. The President of MAVLI cannot carry proxies at the AGM. Please confirm that your proxy will attend the meeting.

The MAVLI address is:
MAVLI
P.O. Box 68056 RPO Osborne Village
Winnipeg, Manitoba R3L 2V9

Proxy Form

Name

Address

Telephone

I hereby authorize _____ to carry my vote on March 5th, 2022.

Signature

Date



Manitoba Association of Visual Language Interpreters
Annual General Meeting
March 5th, 2022

Section Six

2021 Annual General Minutes



2021 MAVLI Annual General Meeting Minutes

Zoom Webinar

Saturday, March 13, 2021

9:00 am

A quorum of members was established.

1. Welcome, Housekeeping, House Rules and CASLI President's Message

- 1.1. Cindy Boscow welcomes and thanks all who are in attendance.
- 1.2. Cindy Boscow is joining the meeting from La Salle, Manitoba. She acknowledges she is on Treaty One territory: the traditional land of the Anishinaabe people and the homeland of the Metis nation.
- 1.3. Cindy Boscow recognizes that the 2020 MAVLI AGM was the last time we gathered together in the same space before COVID-19 restrictions were implemented.
- 1.4. Cindy Boscow explained the logistics with a virtual AGM via Zoom and thanks everyone for their patience while we navigate the technology.
- 1.5. ASL-English Interpreting students will be providing interpreting services for the meeting.
- 1.6. The MAVLI AGM will be following the Robert's Rules of Order and Terry Janzen will be acting as Parliamentarian.
- 1.7. The CASLI President, Jessica Siegers, is in attendance to bring greetings from CASLI

Thank you, Cindy, for inviting me to attend today. My name is Jessica Siegers and I am the current CASLI President. I am a non-deaf interpreter. My grandparents moved to Canada many years ago, so I am the granddaughter of settlers. The land I live on is the home of many nations, specifically the Kwantlen, Stohlo, and the Semiahmoo people. I am so appreciative of these nations for welcoming my grandparents to settle on their land. In the year 2000, there were only 10 fluent speakers of these First Nation's native languages. Over the last 20 years we have seen linguistic growth through the development of language programs for First Nations people. This coming fall, the University of British Columbia will be offering language certification courses in these First Nations languages, and all are welcome to register. I see some parallels between First Nation languages and ASL/LSQ. The K-12 public school system has historically only offered spoken language options for a language credit. Some provinces have now begun offering ASL as a language credit option. Hopefully in the near future ASL will receive equal representation in the school system. Perhaps our work as interpreters will become obsolete if ASL becomes a commonly used second language for

non-deaf individuals. That would be a great problem to have! However, I digress about my own language experiences.

I am here today as a CASLI representative. The current CASLI board was elected this past fall. In January the board met to delegate duties. CASLI has begun to contact various Deaf organizations across Canada to engage in some dialogue. We know that there are numerous issues that CASLI needs to focus on, but we must first ensure that CASLI has a strong foundation through our mission statement, values and strategic plan. It is an exciting time of growth and change. We recognize the similarities to the growth and change happening with the world today. It can be challenging, but we are persevering and focusing on the inward change in order to change the outer situations.

In the past 6 weeks the CASLI board has been in contact with Members of Parliament. The goal of this outreach is to request that ASL/LSQ interpreters be prioritized to receive the COVID-19 vaccine. Interpreters are often asked to provide in-person interpreting services in hospitals and other high-risk environments. Many interpreters are willing to provide this service, despite a risk to their own safety. The CASLI board is advocating for the vaccine to be provided to interpreters. Health care is run by the provincial governments, so each province creates their own vaccine eligibilities. This outreach has seen some success so far in local agencies negotiating vaccine eligibilities with the health authorities. Just yesterday BC announced that any interpreter qualified for medical interpreting is now eligible to receive the COVID-19 vaccine. It is a huge relief that our interpreters can now do their work in medical settings without the fear that they will contract the virus. Other provinces are beginning to recognize the importance of interpreting services, so hopefully they will also provide interpreters with the same protection.

The CASLI board will be meeting tomorrow to review the budget for 2021-2022 and select a 2021 AGM date. The 2021 CASLI AGM will be held virtually.

Today is an important day for MAVLI business and connection with each other, so I will conclude my comments. It was wonderful to be here today and see some familiar faces. In BC, we commonly conclude our gatherings with this saying: Be Kind, Be Calm, Be Safe. Thank you so much.

- 1.8. Suzanne's closet, a clothing exchange that was created to honour Suzanne St. Yves, will unfortunately not be occurring this year due to the virtual AGM. Cindy Boscow is wearing purple today to honour Suzanne's memory. She knows that Suzanne will help her lead this meeting.

2. Call to Order: 9:42 am

3. Approval of the Agenda

Motion to accept the agenda as disseminated.

Moved: Hubert Demers
No Discussion
Carried

Seconded: Emily Duncan

4. Business arising from the Minutes

4.1. None

5. Approval of the Annual General Meeting Minutes from March 7, 2020

Motion to accept the minutes as disseminated.

Moved: Emily Duncan

Seconded: Brenda Rutherford

No Discussion

Carried

6. Executive, Committee, Representative, and Ad Hoc Committee Reports

- 6.1. President.....Cindy
Boscow
- 6.2. Vice President.....Meaghan
Gessner
- 6.3. Treasurer.....Moni
ca Furer
- 6.4. Secretary.....Sara
h Szalai

Motion to accept the Executive reports as disseminated.

Moved: Tracy Beaulieu

Seconded: Shaina Dumont

No Discussion

Carried

- 6.5. Fundraising.....Emily
Duncan
- 6.6. MAVLI Education Committee.....Meaghan Gessner, Heather Hutchison
Campbell,
Joyce Sztandera
- 6.7. Member-at-Large.....Tessa
Rogowski
- 6.8. Membership.....Em
ma Drury
- 6.9. Professional Development.....Sheryl LaVallee & Dawn-Marie
Wilson
- 6.10. Public Relations.....Shelby Graham & Jordan
Wynychuk
- 6.11. Webmaster.....Anna
Salgado

- 6.12. AEIP Student Representatives.....Landon Cormack & Miranda Murphy
- 6.13. Suzanne St. Yves Award Ad Hoc Committee.....Hubert Demers, Monica Furer, Terry Janzen,

Gina Perozuk, Sarah Szalai

Motion to accept the committee reports as disseminated.

Moved: Amanda Pickering **Seconded:** Janine Guinn

No Discussion

Carried

7. Old Business

7.1. Rescind 2020 AGM Motion 9.4

- 7.1.1. I move to rescind the Motion 9.4 passed at the 2020 MAVLI AGM: "Motion to transfer \$5,000, received as a bequest from Suzanne St. Yves' estate, into MAVLI's RRC investment fund in order to establish an award in her name to be paid out annually, the amount depending on the return of investment.

Moved: M. Furer **Seconded:** S. Szalai"

Rationale:

Funds may not be deposited into an RRC scholarship fund until terms of reference for the award have been established and reviewed by Red River College. MAVLI could not act on this motion following the 2020 AGM because the terms of reference for the award were still being discussed and revised. In the interim, the MAVLI board decided, at the recommendation of the award committee and taking into consideration suggestions made by membership at the AGM, to look into alternative investments for the award funds. Investing the funds outside of RRC allows for more flexibility in administering the award and for the opportunity to revisit the terms of reference at some future time.

Moved: Monica Furer

Seconded: Hubert Demers

No Discussion

Carried

7.2. Suzanne St. Yves Award

- 7.2.1. I move to accept the Suzanne St. Yves Award Terms of Reference outlined below.

Moved: Monica Furer

Seconded: Sarah Szalai

No Discussion

Carried

Preamble:

MAVLI has received a \$5000 bequest from the estate of Suzanne St. Yves. Following discussion by the MAVLI Board, an ad hoc committee was created to develop a proposal for an award to be named in Suzanne's honour.

The committee proposes to use the money to give an award in Suzanne's honour as described below. The value of the award will be \$250 per year. A decision not to give out the award in any one year will be at the discretion of MAVLI. The Terms of Reference should be reviewed periodically.

Terms of Reference:

Award name: Suzanne St. Yves Award of Excellence

Criteria:

This award is to be given to a graduating student of the Red River College American Sign Language-English Interpretation Program who reflects the values Suzanne brought to every aspect of her work in ASL-English interpreting: the highest ethical principles and actions, always striving for excellence, unwavering respect toward everyone she interpreted for, especially Deaf community members, and collegiality and friendships within her chosen field. The student selected to receive this award will demonstrate the following qualities in their final year of the AEIP:

- community involvement in the Deaf and interpreting communities (e.g. volunteer work)
- high academic achievement
- ethical conduct
- respect for consumers and colleagues

The nominees must be student members of MAVLI. Special consideration will be given to former signing Educational Assistants.

Eligible students will not need to apply for the award. The committee will invite nominations for the recipient of the award from members of the Deaf and interpreting communities, consumers, practicum supervisors, instructors and fellow students. Nomination letters may be provided in ASL or English and will need to outline the nominee's qualities as per the above criteria. Eligible students will be permitted to give out nomination request letters to people who are familiar with the student's contributions. A suitable candidate for the award will be selected by a three-member ad hoc committee chosen annually by the MAVLI Board, consisting of at least two MAVLI members and at least one Deaf community member.

MAVLI will announce the award recipient annually.

8. New Business

8.1. Webmaster Title Change and Bylaw Revision

8.1.1. I move that MAVLI bylaw 4.1 (1) (ratified 2020)

(1) The Board of Directors shall consist of:

- President
- Vice-President
- Treasurer
- Secretary
- Fundraising Committee
- MAVLI Education Committee
- Membership Committee
- Webmaster
- Professional Development
- Public Relations Committee
- AEIP Representative

Be amended to:

(1) The Board of Directors shall consist of:

- President
- Vice-President
- Treasurer
- Secretary
- Fundraising Committee
- MAVLI Education Committee
- Membership Committee
- **Digital Media Coordinator**
- Professional Development
- Public Relations Committee
- AEIP Representative

Rationale:

The title 'Webmaster' is an outdated term for said position on the MAVLI board. The term refers exclusively to maintaining a website. According to the Policies & Procedures Manual, Webmaster is responsible for various duties aside from the website such as managing the Facebook page, and other tasks that require some level of digital media literacy. The title 'Digital Media Coordinator' is a more accurate and current term for the position. Additionally, having a clear and accurate title may help future members in their decision to nominate and/or run for the position on the MAVLI board.

Moved: Anna Salgado

Seconded: Sarah Szalai

No Discussion

Carried

8.2. Waiving Public Accountant

- 8.2.1. I move that MAVLI waives the requirement for a public accountant to review MAVLI's 2021 financials.

Rationale:

According to the Government of Canada requirements for financial review of not-for-profit Corporations with annual revenues <\$50,000, MAVLI requires the appointment of a public accountant. However, "members may waive appointment by annual unanimous resolution". Waiving appointment of a public accountant will allow MAVLI to hire a skilled accountant who does not have the certification of PA, such as Dianne Mondor or Doug Momotiuk.

Moved: Monica Furer

Seconded: Sarah Szalai

Discussion:

- 8.2.2. Monica Furer added that she met with Dianne Mondor this past January to review the 2020 financials. Working with Dianne was a fantastic experience. Dianne patiently explained everything so clearly to Monica and taught her some valuable skills to use in the Treasurer position. This experience was much better compared to working with a public accountant, and MAVLI received the exact same documents from Dianne that the public accountant provided. Monica hopes to continue to work with Dianne to review MAVLI's financials. The cost of hiring Dianne was only \$275, compared to the \$1,500 that we paid to the previous public accountant (which was already a much-reduced rate). Her price is much more affordable for MAVLI and the quality of her work is at least equal, and probably even superior, than our past reviews. Monica wants to emphasize her support in MAVLI waiving the public accountant and appointing Dianne Mondor for our 2021 financial review.

Carried

8.3. Appointing Accountant for 2021 Financial Review

- 8.3.1. I move to appoint Dianne Mondor to do MAVLI'S 2021 financial review.

Rationale:

It was suggested at last year's AGM that we alternate between Dianne Mondor and Doug Momotiuk yearly. However, it takes extra time to review financials when the account is new and makes more sense to use the same accountant every year for efficiency, so long as the individual is available and willing. Doug is supportive of MAVLI's decision to hire Dianne. However, he is willing to review our finances in the future if ever needed.

Moved: Monica Furer

Seconded: Sarah Szalai

No Discussion

Carried

8.4. Proposed 2021 Budget

8.4.1. I move to approve the proposed 2021 MAVLI Budget as outlined below.

Moved: Monica Furer

Seconded: Sarah Szalai

No Discussion

Carried

MAVLI PROPOSED 2021 BUDGET

	Estimated	Actual
Total Income	\$5,000.00	
Total Expenses	\$4,455.00	

Income:

Membership	\$3,000.00	
Fundraising	\$1,000.00	
MAVLI K-12 PD Day	\$1,000.00	
Subtotal	\$5,000.00	

Expenses:

Annual Insurance Fee	\$850.00	
Accounting Fee	\$500.00	
Annual Corporate Return	\$40.00	
MAVLI Board Wind-up (max \$20/person)	\$300.00	
MAVLI AGM (awards, snacks, interpreter honoraria, tech costs)	\$525.00	
AVLIC 2021 AGM	\$750.00	
Affiliate Memberships (MDA, MCSD, WASLI, ?SLIC)	\$510.00	
Post Office Box Annual Fee	\$210.00	
Microsoft Office 365 Software Annual Fee	\$90.00	
Web host, platform and domain	\$320.00	
4M events	\$60.00	
Community Support/Donations	\$200.00	
Additional Admin costs (stamps/stationery/bank fees)	\$100.00	
Subtotal	\$4,455.00	

Total (Loss)

\$545.00

9. Nominations

9.1. Nominations for Treasurer:

9.1.1. Monica Furer has accepted a nomination by Meaghan Gessner

9.1.1.1. Monica has already complete two terms as MAVLI Treasurer, so a vote from membership is required to allow her to accept a third term as Treasurer.

Motion to allow Monica Furer to accept a third term as MAVLI Treasurer.

Motion: Emily Duncan
Carried

Seconded: Chad Kroeker

- 9.1.2. No other nominations received.
 - 9.1.2.1. Monica Furer is declared Treasurer by acclamation.
- 9.2. Nominations for Fundraising:
 - 9.2.1. Emily Duncan has accepted a nomination by Aja McMillan
 - 9.2.2. No other nominations received
 - 9.2.2.1. Emily Duncan is declared Fundraising by acclamation.
- 9.3. Nominations for Manitoba Education Committee:
 - 9.3.1. Meaghan Gessner has accepted a nomination by Dawn-Marie Wilson and Erica Trethart
 - 9.3.1.1. Meaghan Gessner added that Joyce Sztandera and Heather Hutchison-Campbell are not trained interpreters and therefore cannot be MAVLI members and accept a position on the board. Meaghan has been the chair of the MEC committee, and Heather and Joyce are on the sub-committee.
 - 9.3.1.2. Monica Furer added that while Heather Hutchison-Campbell and Joyce Sztandera can't officially be the co-chairs of MEC, they are both very experienced and have worked for many years in the K-12 setting. They are highly skilled and the MAVLI board is thrilled to have them on the committee. The only issue is that a MAVLI member must chair the committee. The MAVLI board appreciates their involvement on this committee.
 - 9.3.2. No other nominations received
 - 9.3.2.1. Meaghan Gessner is declared Manitoba Education Committee by acclamation.
- 9.4. Nominations for Digital Media Coordinator (formerly Webmaster)
 - 9.4.1. Landon Cormack has accepted a nomination by Cindy Boscow
 - 9.4.2. No other nominations received.
 - 9.4.2.1. Landon Cormack is declared Digital Media Coordinator by acclamation.
- 9.5. Nominations for President:
 - 9.5.1. Hubert Demers is nominated from the floor by Monica Furer
 - 9.5.1.1. Seconded by Terry Janzen
 - 9.5.1.2. Hubert Demers thanks Monica and Terry for the honour of the nomination but respectfully declines at this time.
 - 9.5.2. Mar Koskie is nominated from the floor by Monica Furer
 - 9.5.2.1. Mar Koskie is not a MAVLI member, therefore cannot accept a nomination to the board according to MAVLI's bylaws.
 - 9.5.3. No other nominations for President. The position will remain vacant.
 - 9.5.3.1. Cindy Boscow is stepping down from the President position but will continue to support the MAVLI board as Past President. The MAVLI board will be

seeking a member to appoint to the President position. The Vice President, Meghan Gessner, will temporarily act as President while the position is vacant.

- 9.5.3.2. Meghan Gessner added that she did not accept a nomination for the President position because of her involvement in the Manitoba Education Committee position. She greatly values that board position due to her work as Educational Interpreting Consultant and wants to ensure it remains filled. She is willing to fill the MEC and Vice President positions simultaneously but filling the President position along with MEC wouldn't be possible due to the added responsibilities of the President position. She wants to execute her positions on the board well and would not be able to commit to both the President position and MEC with the focus that each position deserves. She is willing to be Acting President, along with MEC, with support from Cindy Boscow as Past President. In the future she may be willing to be MAVLI President, but with her busy family life she currently doesn't have the time to give it the appropriate attention. She thanks everyone for their understanding.

Nominations were closed.

10. Appreciation and Acknowledgements

10.1. The MAVLI Student Achievement Award

The MAVLI Student Achievement Award acknowledges an AEIP student. Selection is based on academic standing and involvement in MAVLI, the interpreting community, Deaf community and the community at large. The past recipient, Miranda Murphy, will present the honour.

10.1.1. The criteria for the MAVLI Student Achievement Award have changed to reflect the changes in the ASL-English Interpretation Program (AEIP). Students eligible are currently in their first year of the AEIP.

10.1.2. Miranda Murphy explains that the award is intended to recognize an AEIP student who shows academic achievement and is involved in the interpreting community, the Deaf community and the community at large. She is thrilled to present the honour this year. This year's recipient is an impressive student who has a GPA over 4.0. They are involved with the Deaf, Deaf-Blind, and interpreting communities. During their year off from school, they continued to be involved in these communities. They are always willing to volunteer their time at various events. Their goal is to continue being involved in the Deaf community to further their education in Deaf culture and ASL. This year's recipient of the MAVLI Student Achievement Award is Meg Toews. Congratulations!

10.1.2.1. Meg Toews thanks MAVLI for this honour.

10.2. Vice President Award

The Vice President Award acknowledges a member whose actions have benefitted MAVLI. The Vice President, Meghan Gessner will present the honour.

10.2.1. The Vice President Award recipient this year worked so hard at the CASLI AGM this past year. They are always willing to help and support CASLI members in any way necessary. The recipient this year is Laura Patterson. Congratulations!

10.3. President Award

The President Award acknowledges a board member and their contributions. The President will present the honour.

10.3.1. This award is presented to a MAVLI board member to recognize their contributions to the board in the past year. This year the award will be going to two recipients. When the COVID-19 pandemic began last year, the world struggled to figure out how to connect with others. The recipients of this award did not let pandemic slow them down. They exhibited so much energy and creativity in planning their events. It was incredible to watch. They figured out how to overcome the challenge of virtual gatherings to connect with members. When energy levels were diminished among the board, these two recipients had the energy to keep us going. The recipients of the President's Award this year are our Professional Development co-chairs Sheryl LaVallee and Dawn-Marie Wilson. Congratulations!

11. Confirmation of Acts

I, as President, move that all acts, contracts, bylaws, proceedings, appointments, elections and payments enacted, made done or taken by the Directors and Officers of the Manitoba Association of Visual Language Interpreters for the last 1-year term and the same as set out or referred to in the minutes of the Board of Directors or in Financial Statements submitted to this meeting be hereby approved and affirmed.

Moved: Cindy Boscow

Seconded: Monica Furer

Carried

12. Announcements

- 12.1. Cindy Boscow thanks the interpreting students, and Mandy MacDonald for supporting them, for interpreting the AGM today. We acknowledge that it is intimidating to interpret in front of your peers and future colleagues. Thank you for your willingness to provide this service. Great job!
- 12.2. Cindy Boscow thanks Terry Janzen for acting again as our parliamentarian for the meeting. MAVLI appreciates your work and your support.
- 12.3. Cindy Boscow thanks the MAVLI board. She has been President for the past 6 years, and typically the AGM is not difficult to plan. This year was completely different with having a virtual AGM. She thanks the board members for all of their support and hard work in the AGM planning.
- 12.4. Cindy Boscow shares that she has been on the board for a total of 12 years, 6 years as President. She has felt honoured to have this experience on the board. She has learned a lot and has connected with so many students and interpreters around Manitoba and across Canada. She is so appreciative to have been taught by so many individuals over the past 12 years.
- 12.5. MAVLI is currently holding a Mom's Pantry fundraiser, which is closing tomorrow. Please take the opportunity to place your order before the deadline.

12.6. Meaghan Gessner wants to thank Cindy Boscow on behalf of MAVLI for her work on the board over the past 12 years and her dedication to our interpreting field. MAVLI is so fortunate to have had her as our President for the past 6 years. Her knowledge, connections and skills as a team player are invaluable. As Vice President, Meaghan has appreciated working under Cindy's leadership. The MAVLI board will miss her constant presence on the board.

12.7. Cindy Boscow thanks everyone in attendance today.

13. Cindy Boscow moves for adjournment at 12:05pm.



Manitoba Association of Visual Language Interpreters
Annual General Meeting
March 5th, 2022

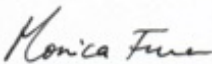
Section Seven

Appendix

**Manitoba Association of Visual Language Interpreters Inc.
Statement of Financial Position
(Audited)**

	December 31	
	2021	2020
Current assets		
Cash	\$ 14,614	\$ 27,486
Accounts receivable	11	120
GIC Investments (*Note)	15,000	-
Prepaid expense (**Note)	632	-
	\$ 30,258	\$ 27,605
 Current liabilities		
Payables and accruals	\$ 712	\$ 340
 Net Assets	29,546	27,265
	\$ 30,258	\$ 27,605

APPROVED BY THE BOARD



(MAVLI Treasurer)

 Digitally signed by Meaghan Gessner
Date: 2022.02.02 11:28:52 -06'00'

(Mavli President)

REVIEWED BY :



(Dianne Mondor, Accountant)

Manitoba Association of Visual Language Interpreters Inc.
Statement of Operations and Changes in Net Assets
(Audited)

	<u>Year ended December 31</u>	
	<u>2021</u>	<u>2020</u>
Revenue:		
Membership	\$ 2,909	\$ 3,393
Professional development revenue	3,906	-
Fundraising	572	174
Donations	347	-
Miscellaneous/recovery revenue	<u>13</u>	<u>1,431</u>
	\$ 7,746	\$ 4,998
Expenditures:		
Insurance	\$ 801	\$ 801
Professional development expenses	2,867	-
Office and administration	1,267	1,108
Accounting and legal	275	315
Affiliate memberships	160	337
Donations	-	25
Fundraising/projects	420	25
Interest and bank charges	309	29
Travel	(632)	632
	<u>\$ 5,466</u>	<u>\$ 3,272</u>
Excess (deficiency) of revenues over expenditures	<u>\$ 2,281</u>	<u>\$ 1,725</u>
<hr/>		
Net assets		
Net assets, begin of year	\$ 27,265	\$ 25,540
Excess (deficiency) of revenues	<u>2,281</u>	<u>1,725</u>
Net assets, end of year	<u>\$ 29,546</u>	<u>\$ 27,265</u>

Manitoba Association of Visual Language Interpreters Inc.
Statement of Cash Flows
(Audited)

	Year ended December 31	
	2021	2020
Cash derived from (applied to):		
Operating		
Excess (deficiency) of revenues over expenditures	\$ 2,281	\$ 1,725
Change in non-cash operating working capital items		
Decrease (increase) in accounts receivable	108.51	(97)
Decrease (increase) in prepaid expenses	(632.36)	-
(Decrease) increase in payables and accruals	371.64	(2,308)
Net increase (decrease) in cash	\$ 2,128	\$ (679.24)
Decrease (increase) in investments	(15,000)	-
Cash on hand		
Beginning of year	\$ 27,486	\$ 28,165
End of year	<u>\$ 14,614</u>	<u>\$ 27,486</u>

Note: Investments*TD Canada Trust GIC Fund (MAVLI):**

1-year cashable GIC purchased at 0.25% maturity Mar 4, 2022	\$1,000
1-year cashable GIC purchased at 0.25% maturity Mar 4, 2022	\$2,000
3-year TD Canadian GIC purchased at 0.416% maturity Mar 4, 2024	\$4,000
3-year TD Canadian GIC purchased at 0.416% maturity Mar 4, 2024	\$8,000
	\$15,000

***Note: Prepaid Expense**

MAVLI still has a flight credit for a cancelled flight (due to pandemic) for CASLI 2020
 May 14, 2020 West Jet Flight Credit \$632.36

Note: RRC Investment Fund (MAVLI Student Achievement Award):

The Association established an Investment Fund to be held in perpetuity at Red River College.
 As of March 31, 2021, the value of the fund is \$11,479 (2020 - \$11,702).

Balance as of March 31, 2020	\$11,702
Disbursement (AEIP Award) Apr 2020	-\$500
Gain Apr 1, 2020	\$277
Balance as of March 31, 2021	\$11,479

Manitoba Association of Visual Language Interpreters Inc.
as of December 31, 2021

Accounts Receivables Analysis

<u>Description</u>	<u>2021</u>	<u>2020</u>
GST claimed for 2020	\$ -	\$ 117
Visa Annual cash back credit	11	3
	<u>\$ 11</u>	<u>\$ 120</u>

Prepaid Expense Analysis

May 14, 2020 West Jet Flight Credit \$632.36	\$ 632	\$ -
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A/p (Account Payables) and Accruals Analysis

<u>Description</u>	<u>2021</u>	<u>2020</u>
Accrued audit fee	\$ 275	\$ 275
GoDaddy fee	-	65
GST Payment for 2021	137	-
Diversity Essentials (W/S presenter fee)	300	-
	<u>\$ 712</u>	<u>\$ 340</u>