



**MAVLI ANNUAL
GENERAL MEETING 2013**

Red River College
FE206
Winnipeg, MB
Saturday, March 16, 2013
9:00 a.m. to 1:00 p.m.

Annual General Meeting Package

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SECTION ONE

AGENDA
MARCH 16th, 2013



AGENDA

Annual General Meeting
Red River College
F205
Winnipeg, MB
Saturday, March 16, 2013
9:00 a.m. to 1:00 p.m.

- 1. Call to Order**
- 2. Welcome, Housekeeping, and House Rules**
- 3. Approval of the Agenda**
- 4. Business arising from the minutes**
- 5. Approval of the Annual General Meeting Minutes – March 17, 2012**
- 6. Executive, Committee, Representative, and Standing Committees' Reports**
 - 6.1. President.....Mandy MacDonald
 - 6.2. Vice President.....Brenda Rutherford
 - 6.3. Treasurer.....Diana Rasing
 - 6.4. Secretary.....Cindy Boscow
 - 6.5. Membership.....Dia Chaves
 - 6.6. Newsletter.....Kristi Dorian
 - 6.7. Public Relations.....Brianne Mauws
.....Nichole Chartrand

- 6.8. Professional Development.....Shaina Cudmore
.....Gina Perozuk
- 6.9. Fundraising.....Darla Stewart
.....Libby Smith
- 6.10. MAVLI Education Committee.....Erica Weselowski
.....Jenn Ford
- 6.11. AEIP Student Representative.....Erika Hummelt
- 6.12. Minister’s Advisory Board.....Erica Weselowski
- 6.13. AEIP Advisory Committee Representative.....
- 6.14. 2014 Biennial Conference Planning Standing Committee.....Terry Janzen
 - 6.14.1. Financial ReportKristi Dorian

7. Old Business

8. New Business

- 8.1. Proxies.....Mandy MacDonald
- 8.2. Workshop – Noah Buchholz.....Jenn Ford & Erica Weselowski

9. Nominations

10. Appreciation and Acknowledgements

10.1. Vice-President Award

The Vice-President Award acknowledges a member whose actions have benefitted MAVLI.

Brenda Rutherford will present the honours.

10.2. President Award

The President Award acknowledges a board member and their contributions. Mandy MacDonald will present the honours.

11. Confirmation of Acts

12. Announcements

13. Thank-you

14. Adjournment



SECTION TWO

Reports – Executive, Committee, Representative & Standing Committee

6. Executive, Committee, Representative, and Standing Committees' Reports

6.1. President

Mandy MacDonald
2011 – 2013 Term

Activities to Date

- i. Worked with the board to plan last year's AGM
- ii. Worked with AVLIC 2014 fundraising to help with licenses for fundraising indicatives
- iii. Planned and attended retreat for the incoming board
- iv. Hosted a meeting to prepare for the AVLIC 2012 AGM in Calgary and gathered proxies
- v. Attended the Presidents' meeting in Calgary.
 - a) Took the minutes for the meeting and distributed them to the Presidents
- vi. Attended Governance Training in Calgary
- vii. Attended AVLIC 2012 AGM in Calgary. Carried proxies for members and for the chapter
- viii. Attended with MAVLI Vice President a meeting with the AVLIC 2014 co-chairs and the AVLIC President and Past Presidents in Calgary
- ix. Chaired and prepared agenda board meetings until I went on Maternity Leave
- x. Attended Presidents' meeting online

Ongoing Activities:

- xi. Communicated with board members via email and phone as needed
- xii. Met and communicated with the AVLIC 2014 Co-chairs throughout the year
- xiii. Met and communicated with the AVLIC 2014 Fundraising Committee throughout the year
- xiv. Communicated with the AVLIC board and AVLIC manager

Future Initiatives for the President's portfolio

- xv. Participate in Presidents' meeting in April online
- xvi. Attend Presidents' meeting in Toronto
- xvii. A retreat/orientation for the new board and make a plan for the upcoming year

6.2. Vice President

Brenda Rutherford

2012 – 2014 Term

Activities to Date

- i. Attended all MAVLI board meetings.
- ii. Attended workshops hosted by MAVLI and AVLIC 2014.
- iii. Attended AVLIC Conference 2012 in July. Assisted the AVLIC 2014 Fundraising co-chairs throughout the week.
- iv. Attended the AVLIC 2012 AGM; carried proxies for 8 members.
- v. Assumed interim presidency from September 2012 to January 2013. Developed agendas and chaired monthly meetings.
- vi. Worked with RRC faculty and students to coordinate a practice opportunity for interpreting students, and provide them with preparatory materials, for our September and October meetings.
- vii. Received and responded to correspondence regarding AVLIC and MAVLI related business.
- viii. Coordinated a MAVLI booth shared with ECCOE and RCMDB at the Deaf and Hard of Hearing Inclusive Education Conference.
- ix. Assisted PD co-chairs with workshops in regard to securing interpreters and facilities; worked registration at Barbara O’Dea’s workshop.
- x. Coordinated the booking of rooms at DCM for MAVLI board meetings.
- xi. Submitted ethical scenarios and an article to the newsletter.
- xii. Will act as Nominations Chair for the AGM.
- xiii. Ongoing support given to other portfolios as needed/requested.

6.3. Treasurer

Diana Rasing
 2011 – 2013 Term

Treasurer's Report			
Respectfully Submitted by Dianna Rasing			
Please find the enclosed financial records of the 2012 fiscal year.			
As of December 31, 2012, our year-end balance is \$5,151.91			
<u>MAVLI 2012 Financial Balance</u>			
Professional Development	Income	\$	4,529.80
	Expense	\$	(3,035.51)
	Total PD Profit	\$	1,494.29
Fundraising (AVLIC 2014)	Income	\$	1,941.02
	Expense	\$	(5,023.20)
	Total Fund. Profit	\$	(3,082.18)
Miscellaneous	Income	\$	2.52
	Expense	\$	(4,039.55)
	Total Misc. Profit	\$	(4,037.03)
Office & Newsletter	Income	\$	-
	Expense	\$	(157.22)
	Total Office/NL Profit	\$	(157.22)
Membership	Income	\$	2,036.31
	Expense	\$	(460.00)
	Total Mem. Profit	\$	1,576.31
No financial activity was made in Public Relations in 2012			
	* TOTAL MAVLI 2012 PROFIT	\$	(4,205.83)
* This profit includes the \$4,500.00 start up for the AVLIC 2014 fund.			

6.4. Secretary

Cindy Boscow
2012 – 2014 Term

Activities to Date

- i. Bought a flash drive to house all secretary materials
- ii. Arranged for handover of secretary materials with previous secretary Josie Vitucci
- iii. Submitted a brief profile to NL
- iv. Set up Google Docs for sharing of MAVLI information.
- v. Transferred all documents from DropBox to Google Docs
- vi. Contacted Aleric about maintaining MAVLI website
- vii. Changed the E-bulletin name back to Newsletter.
- viii. Created AGM package to be forwarded to membership
- ix. Transferred all documents back to DropBox as Google Docs was unsatisfactory to the board
- x. Update our Mailbox account to be paid for until Dec. 2013
- xi. Filmed/edited/coordinated/developed a promotional video with Sherra Hall and webmaster committee about AVLIC 2014
- xii. Further developed the AVLIC 2014 website with Sherra Hall
- xiii. Attended AVLIC 2012 conference
- xiv. Supported the AVLIC conference team while they presented the most recent 2014 conference video
- xv. Attended AVLIC 2014 planning meeting and retreat

Ongoing Activities:

- xvi. Maintain DropBox account.
- xvii. Maintain the secretary email account.
- xviii. Coordinate report submissions.
- xix. Prepare and disseminate monthly meeting minutes.
- xx. Pick up mail and distribute accordingly.
- xxi. Check and respond to emails accordingly.
- xxii. Prepare for upcoming MAVLI meeting.
- xxiii. Maintain an up-to-date membership email list.
- xxiv. Helping Webmaster maintain MAVLI website
- xxv. Working as a Webmaster Co-Chair for the AVLIC 2014 conference
- xxvi. Work with Sherra Hall in coordinating videos for the 2014 conference
- xxvii. Acquire quotes for AVLIC 2014 technology services
- xxviii. Forward job postings and information to membership
- xxix. Continue to take minutes and forward them on to board.
- xxx. Design/updating of AVLIC 2014 website with Sherra Hall

Future Activities:

- xxxi. Continue working with Sherra Hall as co-webmaster for the AVLIC 2014 conference
- xxxii. Support MAVLI members and the Board in future initiatives

6.5. Membership

Dia Chaves

2012 – 2014 Term

Activities to Date

- i. Scanned and emailed AVLIC all of MAVLI's membership credentials
- ii. Received a copy of the manual, created by Christina Morden, on "How to become a student member"
- iii. Received an updated membership list from AVLIC, and passed it on to the secretary (AVLIC has experienced some major glitches in the membership renewal process this year and they apologize for any inconveniences)
- iv. Checked the membership list to make sure there were no mistakes, also, I asked the secretary to look it over for any mistakes. If there are mistakes I will inform AVLIC
- v. Attended Networking Day on May 10th
- vi. Attended Barbara O'Dea's workshop on September 15th
- vii. Helped out with SAGE day registration
- viii. Attended SAGE day and helped with registration while there
- ix. Sent Membership Review committee the Membership survey (my opinion on some of the changes or issues that will be brought up with the committee) and my profile
- x. Updated the MAVLI Membership welcome letter and sent it to AVLIC

On-going Activities:

- xi. Remain in contact with AVLIC regarding MAVLI's membership, and always insure that I have an updated membership list
- xii. Send updated membership lists to secretary
- xiii. Attend monthly meetings when possible
- xiv. Be a part of the AVLIC Membership Criteria Review Committee, still waiting for this process to get started

Future Initiatives:

- xv. Contact RRC and U of M about their requirements for MAVLI/AVLIC membership upon hiring interpreters, see if they can follow the same requirements as U of W

6.6. Newsletter

Kristi Dorian

2011 – 2013 Term

Activities to Date

- i. Published three full colour, 20-paged newsletters in the 2012-2013 term year
- ii. Made contact with other Canadian/American chapters to exchange newsletters, articles & ideas
- iii. Connected with various publishers for book reviews, reprints and book quote usage permissions
- iv. Attended workshops and events to take photos for the NL
- v. Created ad for MDA with new board photo and names
- vi. Maintain MAVLI's external hard drive back up system
- vii. Located someone to transfer 3.5 floppy disks from Membership portfolio to readable files
- viii. Met with website committee to learn the process of accessing MAVLI's new website.
- ix. Supplied promotional material from the Newsletter portfolio to Deaf and Hard of Hearing Inclusive Education conference, Oct. 11th and 12th.
- x. Chairing Display Committee for MAVLI promotional needs that were identified by the Board with the AVLIC 2014 conference approaching
- xi. Started research on banner costs, five company quotes to date
- xii. Investigated credit card possibilities for non-profit organizations
- xiii. Met with new Public Relations Committee chairs to offer my assistance with Mentoring Program
- xiv. Mentor four AEIP students on a regular basis
- xv. Misc. Robert's Rules research for Board questions i.e. Meeting Minute motions, voting procedures
- xvi. Purchased MAVLI auctions items for AVLIC 2012
- xvii. Liaise with MDA for submissions and membership
- xviii. Accepted Treasurer position on the AVLIC 2014 Conference Committee
 - a) Treasurer activities to date
 - b) Organize and discuss monies with MAVLI treasurer on past activities
 - c) Met with Banking representative to discuss banking options
 - d) Set up bank account, organize signing authorities, order record keeping materials
 - e) Set up Excel transactions spreadsheets

- f) Handling all monetary transactions for the committee – banking, deposits and cash, paying bills and tracking income throughout the year
- g) Monitoring and maintaining all financial balances and records
- h) Overseeing and presenting budgets, accounts, financial statements and reports to committee
- i) Liaise with designated committee members about financial matters
- j) Ensure all committee members handling money keep proper records and documents
- k) Liaise with CGA volunteer on an as needed basis to ensure all AVLIC 2014 is following all legislation, tax regulations and GST procedures

Ongoing Activities:

- xix. Network and collaborate with the board and members for NL themes, feedback, ideas and articles
- xx. Brainstorm, solicit and collect articles/submissions from our community specifically and the community at large
- xxi. Write articles, do interviews and book reviews for the newsletter
- xxii. Research and read other publications for inspiration and reprints
- xxiii. Work with the editor to create a high level publication for our membership's professional development
- xxiv. Regular attendance at meetings and submission of reports
- xxv. Network and maintain relationships with other chapters and organizations in Canada and the USA

6.7. Public Relations

Nichole Chartrand
Brienne Mauws
2012 – 2014 Term

Activities to Date

- i. Set up panel discussion for ASL Immersion week.
- ii. Presentation to AEIP students at Red River College orientation.
- iii. Established mentorship pairs between interpreters and students.
- iv. Held a mentorship get-together on October.10th at Joe Black Coffee Shop.
- v. Decided since Mentorship get-togethers we not popular and did not have good attendance that we would have one at the beginning of the year to kick-off the year and then one at the end of the year to thank everyone for participating.
- vi. Sent out reminder e-mails to AEIP students that the bursary application deadline is approaching.
- vii. Awarded the MAVLI bursary to a well-deserving student: Chad Kroeker.
- viii. Recruited Erika Hummelt for the MAVLI AEIP REP.

- ix. Established “ASL Fun Night” (formerly “Get Your Hands in Motion”), every second Thursday of the month at Flea Whiskey’s

Ongoing Activities:

- x. “ASL Fun Night” every second Tuesday of the month at Flea Whiskey’s (location permanent until alternative suggestions are brought forward)
- xi. Awaiting further meetings regarding updating MAVLI information brochures, banners, etc.

Future Initiatives:

- xii. Improve bursary application process to encourage more students to apply.
- xiii. Plan end of school year mentorship get-together.
- xiv. Contact Red River College staff to see if we can present to the DSP students about MAVLI during their immersion month.
- xv. Setting up and facilitating the immersion panel in the summer.
- xvi. Sending out information to students about the MAVLI bursary for the 2013-2014 school year

6.8. Professional Development

Shaina Cudmore
Gina Perozuk
2012 – 2014 Term

Activities to Date:

- i. Attended MAVLI AGM 2012
- ii. Hosted the “How to lose a client in ten days” Workshop with Noah Buchholz May 12, 2012
- iii. Hosted the “Language Diversity: From Birth and Beyond” Workshop with Barbara O’Dea September 15, 2012
- iv. SAGE day 2011 DVD’s were sent to Deb Russell via mail in Oct 2012
- v. Submitted two ethical scenarios to newsletter for an article
- vi. Co-Hosted SAGE day October 19, 2012 with Manitoba Ed.
- vii. Submitted article for MAVLI Newsletter
- viii. Planning the narratives workshop for the CES process May 2013

Ongoing Activities:

- ix. Deleting junk PD emails from the PD account
- x. Securing presenters and interpreters for future workshops in 2013/2014
- xi. Narratives workshop for the CES process
- xii. Collaborating with the AVLIC 2014 fundraising committee to coordinate P.D/fundraising opportunities

Future Initiatives:

- xiii. Securing Nigel Howard as a workshop presenter
- xiv. Corresponding with SMD regarding the possibility of co-hosting Interpreter Summer Immersion 2013
- xv. Discussing strategies to include participants from across Canada in future MAVLI workshops

6.9. Fundraising

Libby Smith

Darla Stewart

2011 – 2013 Term

Activities to Date:

- i. The fundraising portfolio through the past year largely worked as a support to the AVLIC 2014 fundraising committee. Fundraising for both portfolios may have placed a strain on the community, and take from the potential funds available for AVLIC 2014. We have been involved with AVLIC 2014 fundraising in a variety of ways, such as directly helping with sales at events and donating interpretation.
- ii. Our goal this year was to host a MAVLI social. This is a goal that was unfortunately not met. Location options were being researched, and there has been a general canvassing for social themes. In canvassing for interest, there has been a mixed response.
- iii. This is a lot of MAVLI merchandise left. Journal sales were initially popular, though we have slowed down on merchandise sales, as AVLIC has merchandise for its fundraising. The merchandise is also being used as gifts to presenters for PD, and the like.
- iv. All the best to the MAVLI members! Enjoy the AGM.

6.10. MAVLI Education Committee

Jenn Ford

Erica Weselowski

2012 – 2014 Term

Activities to Date:

- i. Got approval from MCS D for the donation of their portion of 6 MAVLI DVDs
- ii. Completed MEC package (Includes: Letter, sample job posting and description, list of interpreter education programs in Canada, educational interpreter pay scales in Winnipeg, the AVLIC Code of Ethics and Guidelines for Professional Conduct and the “Best Practices” DVD)
- iii. Erica attended MAB meeting on March 12, 2012. Informed group of MEC’s package and goals and was directed to Elaine Solinski (MAB representative for Student Services Administrators Association of Manitoba (SSAAM)).
- iv. Emailed copies of MEC package to MAB for their review and feedback.

- v. Elaine Solinski invited MEC to present their information at the metro SSAAM meeting on April 27th, 2012, in which all Student Service Administrators (SSA) from all school division in Winnipeg would be present.
- vi. Erica and Jennifer presented their package at the SSAAM meeting on April 27th. The three main points we covered were: 1) The benefit of hiring trained interpreters, 2) The importance of an Interpreter classification (instead of EA) and 3) how the pay scale should reflect the education and skills of a trained interpreter. Distributed 12 packages (6 with DVDs and 6 without) to the group, making sure that at least 1 package with a DVD went to each school division.
- vii. Met with Mar Koskie and Suzanne St. Yves regarding responsibilities for future SAGE days.
- viii. Met with representatives from Winnipeg Church for the Deaf, Manitoba School for the Deaf and Manitoba Education regarding an upcoming presenter for SAGE 2013
- ix. Were informed of a new Job Classification and Pay Scale in Pembina Trails created specifically for trained interpreters

Ongoing Activities:

- x. Uploading MEC documents onto MAVLI website
- xi. Figure out the best person for school division to call when they need to hire a trained interpreter and inform SSAAM.
- xii. Continued meetings and planning for SAGE 2013
- xiii. Gathering information about Title protection for interpreters

Future Activities:

- xiv. Spread awareness of MEC documents to rural Manitoba
- xv. Spread awareness of what MEC can provide to interpreters working in educational settings

6.11. AEIP Representative

Erika Hummelt

2012 – 2013 Term

Activities to Date:

- i. Fundraising: Two pizza sales (October 24th, November 14th), bake sale (November 7th), monies raised will be used to fund the AEIP/DSP Appreciation BBQ in May.

Ongoing Activities:

- ii. Checking in monthly with the student reps from other AEIP years to see how things in the program are going for them, and if they have any comments/questions/concerns that they would like to bring to the board.

- iii. ASL Fun Night – lots of positive feedback from students, they enjoy socializing in a relaxed and casual atmosphere, hope that as the event gains momentum more Deaf people will participate.
- iv. MAVLI Mentorship Program – many students report to appreciate the program and use their mentors as their needs see fit.

Future Initiatives:

- v. Year 3: planning and hosting the annual AEIP/DSP Appreciation BBQ at the end of May
- vi. Considering one more fundraiser if more money is needed to cover costs of the BBQ

6.12. Minster Advisory Board

Erica Weselowski
2012 – 2014 Term

Activities to Date:

- i. Attended MAB meeting on March 12th, 2012. Informed group of MEC's package and goals and was directed to Elaine Solinski (MAB representative for Student Services Administrators Association of Manitoba (SSAAM)).
- ii. Emailed copies of MEC package to MAB for their review and feedback.
- iii. Elaine Solinski invited MEC to present their information at the metro SSAAM meeting on April 27th, 2012, in which all Student Service Administrators (SSA) from all school division in Winnipeg would be present.
- iv. Attended MAB meeting on May 7th, 2012. Expressed my gratitude to SSAAM on behalf of MEC for allowing us the time to present at their metro meeting. Karen Priestley (Manitoba Education) and Elaine are to look at the possibility of putting a link to MAVLI on the MB Ed/SSAAM websites.
- v. Checked Manitoba Education website for MAVLI link. Found it under Manitoba Education > Student Services > Deaf and hard of hearing Services > Agencies and Associations.
- vi. Attended MAB meeting on October 29th, 2012. Informed group of MEC's ongoing activity to try and find one contact person for all job postings.
 - a) I was asked to bring up a couple questions at the MAB meeting. I passed them along to the chair person to add to the agenda. She felt that this board may not be the best people to ask. I have included the questions and her responses below:
 - b) Are people noticing a decline in job positions for interpreters? (Interpreters are being 'let go' and are having a hard time finding jobs) What is the cause?

- c) RE: decline in job positions – asking MAB would only give you info based on a few people’s personal experiences and perceptions rather than accurate data. MAVLI would be better off surveying your members or schools/agencies etc. directly or to check a research source.
 - d) Is anyone familiar on the process of obtaining 'title protection'? (Only trained interpreters in BC can be called "Interpreters" and schools cannot hire signing EAs for interpreter positions.) If so, where do we start?
 - e) Re: ‘title protection’ – again, MAB is not a group/resource that would deal with professional titles. Perhaps AVLIC would be able to assist you with whom to contact or a process to follow.
- vii. Attended MAB meeting on January 11th, 2013.
 - viii. Please contact Erica if you would like to view a copy of the minutes from any MAB meeting.

Ongoing Activities:

- ix. Follow up with Elaine Solinski about getting the MAVLI link on SSAAM websites.

Future Activities:

- x. Attend next MAB meeting on March 11th, 2013. Please let me know if there is anything you would like me to pass on to MAB.

6.14. 2014 Biennial Conference Planning Standing Committee

6.14.1. Financial Report
Kristi Dorian

AVLIC 2014	
Financial Statement	
May 4, 2012 to December 31, 2012	
Income	\$28,742.81
Expenses	
Banking Fees	\$183.45
Fundraising	\$10,356.10
Hotel & Facilities	\$3,000.00
Website	\$214.80
	<u>\$28,742.81</u> <u>\$13,754.35</u>
Net Profit	\$14,988.46



SECTION THREE

**PROXY
&
NOMINATION
FORMS**

**Annual General Meeting
Saturday, March 16, 2013**



Registration: 8:30 am
Business Meeting: 9:00 am – 1:00 pm
Location: F205
Red River College
Winnipeg, MB

**Proxy Form
MAVLI Annual General Meeting 2013
Winnipeg, MB**

Note: Proxy forms may be presented at the MAVLI General Meeting by the person carrying your vote or mailed to:

**MAVLI
P.O. Box 68056
RPO Osborne Village
Winnipeg, MB R3L 2V9**

Forms must be received no later than Monday, March 11, 2013

Name

Address

Telephone

I hereby authorize _____ to carry my vote March 16, 2013.

Signature

Date

Annual General Meeting
Saturday, March 16, 2013

Nomination Form
MAVLI Annual General Meeting 2013
Winnipeg, MB



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

President	2013 – 2015	
Vice President	2012 – 2014	Brenda Rutherford
Treasurer	2013 – 2015	
Secretary	2012 – 2014	Cindy Boscow
Membership	2012 – 2014	Dia Chaves
Fundraising	2013 – 2015	
Newsletter	2013 – 2015	
PD	2012 – 2014	Shaina Cudmore Gina Perozuk
PR	2012 – 2014	Nichole Chartrand Brienne Mauws
MEC	2013 – 2015	
AEIP Rep	2013 – 2014	To be elected in the Fall of 2013

Written nominations are to indicate the portfolio for which the candidate is running; is to be supported by the signature of two voting members as well as the nominee; and is to be submitted to the MAVLI address by March 16, 2013.

The MAVLI address is:

M.A.V.L.I

PO Box 68056 RPO Osborne Village

Winnipeg MB R3L 2V9

Nomination Form

Position: _____

Nominee: _____

Nominee Signature: _____

Voting Member: _____

Voting Member: _____

Date: _____



SECTION FOUR

2012 ANNUAL GENERAL MEETING MINUTES

**2012 MAVLI AGM Minutes
Annual General Meeting
Saturday, March 17, 2012
Room F205 Red River College-Notre Dame**

In attendance:

Boscow, Cindy
Chaves, Dia
Cudmore, Shaina
Dorian, Kristi
Duré, Scotty
Fong, Elaine
Ford, Jennifer
Hall, Sherra
Horvath, Jennifer
Janzen, Terry
Kehler, Lacey
Knox, Jodi
MacDonald, Mandy
Morden, Christina
Morris, Blake
Muldrew, Leanne (Non-member)
Perozuk, Gina
Rasing, Dianna
Rogowski, Tessa
Rutherford, Brenda
Sharpe, Candice (Non-member)
Smith, Libby (Non-member)
Stewart, Darla
Vitucci, Josie
Vnuk, Kristina
Weselowski, Erica

Proxy: Monica Furer, Bonnie Heath, Suzanne St. Yves

Regrets: Carmela Castellano Sinclair, Hubert Demers, Meaghan Gessner, Dawn-Marie Hildebrand, Danae Lowes, Suzanne St. Yves

1. Meeting called to order at: 9: 29 am

2. Introductory remarks/House rules:

M. MacDonald, President, welcomed members and stated that we have quorum. She went over the house rules. M. MacDonald announced that T. Rogowski would be selling tickets for AVLIC 2014 draw. The draw took place at the afternoon meeting, so it was vital that anyone not planning to stay write their name on the ticket. T. Rogowski drew the prize winner for the Steeped Tea Fundraiser. The winner was Debra Radi. D. Stewart and K. Vnuk announced that there was MAVLI merchandise to purchase. In addition they announced that there would be a fundraising lunch for \$10 and to let them know by 10am if interested. Meeting was conducted in ASL. T. Janzen was parliamentarian for the meeting.

3. Approval of agenda

Motion to accept agenda:

Motion: Darla Stewart

Seconded: Jodi Knox

Carried.

4. Business arising from the minutes

There was one error from last years' financial report, where a value of \$1616.70 was deposited twice. Therefore the correct balance from 2010 is \$1653.05.

5. Acceptance of minutes of the March 26, 2011 Annual General Meeting:

Motion to accept the 2011 AGM minutes with the revised financial report:

Motion: Scotty Duré

Seconded: Brenda Rutherford

Carried.

6. Executive Reports:

All executive reports were submitted as part of the AGM Package.

6.1 President

Report submitted

6.2 Vice-President

Report submitted

6.3 Secretary

Report submitted

6.4 Treasurer

Report submitted

Motion to accept Executive Reports:

Motion: Darla Stewart

Seconded: Jennifer Horvath

Carried.

7. Committee Reports:

All committee reports were submitted as part of the AGM Package.

7.1 Fundraising

Report submitted

7.2 Membership

Report submitted

C. Sharpe asked if it is a requirement for Deaf Interpreters to become a MAVLI member and if yes is there a reduced cost.

M. MacDonald commented that AVLIC sets the prices as we are an affiliate chapter and that there should be a price difference between the two, but she does believe that there is a reduced price. S. Cudmore confirmed that it is.

T. Janzen added that in the Bylaws it states prices regarding different categories. (Article 4: Membership)

S. Duré found the costs for Deaf Interpreter membership on the AVLIC website.

-first year is \$50 (AVLIC) and \$35 (MAVLI) = \$85

-second year is \$105 (AVLIC) and \$35 (MAVLI) = \$140

M. MacDonald added that all interpreters get a reduced rate their first year of membership.

Action: T. Janzen would like there to be a discussion at the MAVLI board level regarding if they should keep the Deaf Interpreter rate as the current rate or further reduce it.

7.3 Public Relations

Report submitted

7.4 Newsletter

Report submitted

D. Rasing commented that K. Dorian did a wonderful job this year!

7.5 Professional Development

Report submitted

B. Rutherford commented that C. Morden and S. Duré did a wonderful job this year!

7.6 MEC

Report submitted

7.7 AEIP Representative

Report submitted

Motion to accept Committee Reports:

Motion: Jodi Knox

Seconded: Christina Morden

Discussion: S. Duré added thanks to the different hosts for the various Professional Development events, since without them they would not have been able to run the events. He made a suggestion for the new PD chair to pass out a sign out paper once again this year as it has been successful for the past two years. M. MacDonald added that if anyone has ideas for workshops that they should write them down and give them to the new chair.

Carried.

M. MacDonald acknowledged and thanked the executive board members (B. Rutherford, J. Vitucci, D. Rasing) for their work and support with. She also thanked Professional Development (C. Morden & S. Duré), for all their hard work for the past two years. She also thanked Fundraising (D. Stewart & K. Vnuk) for their great new ideas and said it was nice to see them work as a team. She also thanked MEC (E. Weselowski & J. Ford) for their work with the mainstream initiative and to have them involved this year. She also thanked Public Relations (J. Knox & B. Morris) for all their creative ideas and their work with getting students to see the benefits of becoming a member. She also thanked Membership (T. Beaulieu and J. Hoas). When J. Hoas moved to B.C., T. Beaulieu was willing to resume her role as Membership. She also thanked AEIP Rep (Danae Lowes) as it was good to have her perspective and she was very good at keeping the students informed. She also thanked Newsletter (K. Dorian) for doing a great job of reviving the newsletter, her work was very valued

M. MacDonald stated that with all the board doing their jobs well, it made her job easier. She did not feel that she had to carry the board as everyone knew their roles. She did not feel burdened even in preparing for the AGM. She thanked the board for making her job easier.

8. Representatives

8.1 Minister's Advisory Board (MAB)

Report Submitted

M. MacDonald thanked E. Weselowski for taking on the role as it complemented her role as MEC co-chair.

8.2 AEIP Advisory Committee Representative

No Report Submitted

No formal representative at this time, however there is an understanding that a board member will attend meeting as they occur.

8.3 AVLIC 2014

No Report Submitted

T. Janzen stated that he hoped that many would stay for the afternoon planning meeting. AVLIC 2014 will be a lot of work and hopes that they will be able to put together a board that runs as efficiently as the current MAVLI board as previously explained by M. MacDonald. He indicated that the hope is that the afternoon meeting will be done before 4pm. M. MacDonald added that while a lot of work has already started, more volunteers are still needed and therefore encouraged everyone to get involved in whatever capacity they are able.

Motion to accept Representative Reports:

Motion: Scotty Duré

Seconded: Christina Morden

Carried.

9. Old Business

No old business to discuss

10. New Business

10.1 MAVLI Website

M. MacDonald stated that unfortunately there was no WiFi available so we would not be able to show the new website at the meeting. However, everyone is encouraged to go home and take a look at it and provide comments and feedback. Alaric (D. Stewart's partner) has graciously volunteered his time to do it. If anyone has any feedback, please be willing to share it as the site is still under development.

C. Morden commented that she likes the new email system (Gmail).

J. Ford added that she could not access the new email.

M. MacDonald said that the board would discuss the logistics of the new email at a later time.

S. Duré suggested a break before beginning the nominations portion of the agenda.

11. Nominations

There are 5 positions vacant. Continuing on with their positions will be Mandy MacDonald as President until 2013, Dianna Rasing as Treasurer until 2013, Darla Stewart as Fundraising until 2013, Kristi Dorian as Newsletter until 2013, Jennifer Ford and Erica Weselowski as MEC until 2013.

11.1 Nominations for Vice President

Currently there are no nominations; therefore it is open to the floor for nominations.

**Motion: S. Duré nominates Elaine Fong
E. Fong respectively declines the nomination.**

**Motion: M. MacDonald nominates Brenda Rutherford
B. Rutherford stated that in her opinion Vice President should be assumed by someone who is interested in becoming President in the future. She is willing to commit to one year, but not for the full two year term.
Brenda accepts the nomination with the condition of a one year term only.**

Motion to close the nominations for Vice President:

**Motion: Scotty Duré
Seconded: Darla Stewart
Carried.**

B. Rutherford is declared Vice President by acclamation.

T. Janzen stated that the position term would not be changed to accommodate B. Rutherford's request, therefore she is accepting the two year term and after one year will step down from her position.

11.2 Nominations for Secretary

Currently there are no nominations; therefore it is open to the floor for nominations.

M. Macdonald would like to nominate Nichole Giesbrecht.

N. Giesbrecht cannot be officially nominate at this time due to the fact that she is not present to accept the nomination and did not previously accept the nomination on a signed form.

M. MacDonald stated that while N. Giesbrecht is not here to accept, she feels that she might be interested.

**Motion: B. Rutherford nominates Shaina Cudmore
S. Cudmore respectfully declines the nomination.**

**Motion: S. Duré nominates Elaine Fong.
E. Fong respectfully declines the nomination.**

Position remains vacant at this time, and if N. Giesbrecht declines the position than board will look for someone to fill it.

T. Janzen stated that a motion is required to close the nominations at this time.

Motion to close the nominations for Secretary.

**Motion: Jennifer Horvath
Second: Christina Morden
Carried.**

11.3 Nominations for Membership

Currently there are no nominations; therefore it is open to the floor for nominations.

**Motion: J. Ford nominates Shaina Cudmore
S. Cudmore would like a moment to think about it.
She respectfully declines the nomination.**

**Motion: S. Duré nominates Josie Vitucci
J. Vitucci respectfully declines the nomination.**

**Motion to close nominations for Membership.
Motion : Kristina Vnuk
Seconded : Blake Morris
Carried.**

Position remains vacant.

D. Stewart offered to assume the position of Membership if no one can be found to fill the position.

11.4 Nominations for Professional Development

Currently there are no nominations; therefore it is open to the floor for nominations.

Motion: J. Ford nominates Sherra Hall

S. Hall respectfully declines the nomination.

Motion: S. Duré nominates Shaina Cudmore

S. Cudmore wanted a moment to think about it.

She accepts the nomination on the condition that there is a co-chair.

Motion: S. Duré nominates Lacey Kehler

M. MacDonald added that this is a great position to co-chair.

L. Kehler declines the nomination.

Motion: K. Vnuk nominates Cindy Boscow

C. Boscow respectfully declines the nomination.

Motion: C. Boscow nominates Elaine Fong

E. Fong respectfully declines the nomination.

C. Morden added that there are six different workshops already planned for next year so it will be a smooth transition for who takes over and that they will have the support of both her and S. Duré during the transition period.

S. Cudmore is declared Professional Development Chair by acclamation.

Motion to close nominations for Professional Development:

Motion: Scotty Duré

Second: Cindy Boscow

Carried.

M. MacDonald asked T. Janzen if a nomination can be reopened as a member may be interested in taking a position that has already been closed.

T. Janzen responded that we would have to have a motion to reopen any of the nominations that were already closed.

In addition, it was stated that if a position was filled but someone would like to co-chair the board can appoint at a later time.

11.5 Nominations for Public Relations

Currently there are no nominations; therefore it is open to the floor for nominations.

**Motion: J. Knox nominates Leanne Muldrew
L. Muldrew respectfully declines the nomination.**

**Motion: B. Morris nominates Kristina Vnuk
K. Vnuk respectfully declines the nomination.**

D. Rasing added that if someone is interested they can nominate themselves.

**Motion: S. Duré nominates Gina Perozuk
G. Perozuk would accept with a co-chair. She stated that it has been some time since she has been on the board so feels taking the position of PR alone would not be appropriate.
She declines the nominations at this time.**

**Motion: S. Duré nominates Lacey Kehler
L. Kehler declines the nomination.**

**Motion: C. Boscow nominates Lauralee McDougall
M. MacDonald stated that L. McDougall is not present and has previously declined returning to the board when she was asked.**

**Motion: L. Kehler nominates Jennifer Horvath
J. Horvath respectfully declines the nomination.**

**Motion to close nominations for Public Relations:
Motion: Dianna Rasing
Seconded: Scotty Duré
Carried.**

Position remains vacant.

M. MacDonald inquired if she could reopen nominations for a position.
T. Janzen suggested that instead of reopening nominations right now, the board can find and appoint members to fill the positions.

Note: AEIP Representative is an appointed position.

K. Dorian welcomed the newly elected board members.
M. MacDonald added that if anyone is thinking they would like to join the board they can come and talk to the board during the break. In addition she added that it is critical to have the board filled in order to be successful.

12. Announcements

12.1 AVLIC 2012 – Dr. Terry Janzen

The Conference is in Calgary (he is on the planning committee for that as well). He will be sending out an advertisement about the various workshops taking place at the conference. He encouraged members to take a look at their website as there is a lot of information on there. There are tons of professional development opportunities, great presenters and different themes. You can also check out the schedule online. Topics include educational interpreting, different settings, linguistics, panel discussion: international perspectives and how we can fit in the world of interpreting, neutrality of interpreting (6 person panel) and will have 2 keynote presenters. There will also be Deaf Interpreter workshops.

There are a lot of good things happening at the conference.

There will be an open evening meeting about Deaf Interpreters.

Good food and great socializing, so please consider coming.

M. MacDonald added that if you stay at the dorm it is cheaper than a hotel and it is a quick drive to the venue.

E. Fong announced that she is thinking about renting a van or bus to drive out there, so if enough people are interested it could be arranged.

13. Appreciation and acknowledgements

13.1 Vice-President's award:

Presented to: Judy McGuirk

For all the work she has done editing the newsletter over the years.

13.2 President's award:

Presented to: Kristi Dorian

For volunteering to take on any task that was asked or needed as well as making great strides with her portfolio.

14. Thank you

M. MacDonald would like to thank the board, everyone for coming and for those who will stay for the afternoon.

B. Rutherford and D. Rasing would like to thank M. MacDonald for taking on the role as President and for agreeing to continue on despite the fact that she is pregnant.

Thanks to T. Janzen for acting as Parliamentarian.

15. Adjournment:

Motion to adjourn the meeting:

Motion: Christina Morden

Seconded: Elaine Fong

Carried.

Adjournment: 11:15 am

Actions for the Board

T. Janzen would like there to be a discussion at the MAVLI board level regarding if they should keep the Deaf Interpreter rate as the current rate or further reduce it.