



**MAVLI ANNUAL
GENERAL MEETING 2015**

Red River College
E108 – 2055 Notre Dame Avenue
Winnipeg, Manitoba
Saturday, March 21st, 2015
9:30 a.m. to 12:00 p.m.

Annual General Meeting Package

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SECTION ONE

AGENDA

MARCH 21st, 2015



AGENDA

Annual General Meeting
Red River College
E108 – 2055 Notre Dame Ave.
Winnipeg, MB
Saturday, March 21, 2015
9:30 a.m. to 12:00 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 29, 2014**
- 6. Executive, Committee, Representative, and Standing Committees' Reports**
 - 6.1. President.....Mandy MacDonald
 - 6.2. Vice President.....Suzanne St. Yves
 - 6.3. Treasurer.....Leanne Muldrew
 - 6.4. Secretary.....Cindy Boscow
 - 6.5. Membership.....Shaina Cudmore
 - 6.6. Newsletter.....
 - 6.7. Public Relations.....Amy Braun
.....Hali Wilson
 - 6.8. Professional Development.....Jenn Horvath
 - 6.9. Fundraising.....Libby Smith
.....Brittney Toews
 - 6.10. MAVLI Education Committee.....Erica Weselowski
.....Jennifer Ford
 - 6.11. AEIP Student Representative.....Tara McGibney
.....Hannah Tyler
 - 6.12. Minister's Advisory Board.....Erica Weselowski
.....Jennifer Ford
 - 6.13. 2014 Biennial Conference Planning Standing Committee.....Bonnie Heath
.....Terry Janzen
 - 6.14. AVLIC 2014 Treasurer Report.....Monica Furer

7. Old Business

- 7.1.** Deaf Interpreter Membership Rates
- 7.2.** MAVLI Bursary
- 7.3.** By-Laws

8. New Business

- 8.1.** Self-care
- 8.2.** Fundraising for 2016
- 8.3.** Plans for 2015-2016
- 8.4.** Donation to AVLIC 2016

9. Nominations

10. Appreciation and Acknowledgements

10.1. Vice-President Award

The Vice-President Award acknowledges a member whose actions have benefited MAVLI. Suzanne St. Yves 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
2013 – 2015 Term

Activities to Date

- 6.1.1. Attended the presidents meeting and the AVLIC AGM in Toronto.
- 6.1.2. Assisted with creating a GST number for MAVLI.
- 6.1.3. Assisted in setting up a focus group for AVLIC's Dispute Resolution Process.
- 6.1.4. Assisted with AVLIC 2014 and their fundraising ventures.
- 6.1.5. Liaised between MAVLI and the AEIP as needed for things such as SAGE Day, reports etc.
- 6.1.6. Attended the presidents meeting and AGM in Winnipeg.
- 6.1.7. Purchased an "Early Bird Combo" ticket for AVLIC 2016 for someone to represent MAVLI at the AGM and presidents meeting in Fredericton, NB.
- 6.1.8. Responded to requests regarding work opportunities for interpreters in Manitoba.
- 6.1.9. Used "Doodle" to coordinate dates for board meetings.
- 6.1.10. Booked rooms for a variety of events.
- 6.1.11. Contacted Greg Evans regarding hosting a workshop for MAVLI.
- 6.1.12. Assisted with setting up an afternoon workshop after the AGM.
- 6.1.13. Prepared the welcome letter for members.
- 6.1.14. Worked with RRC and the PR committee to revamp the criteria for the AEIP bursary.
- 6.1.15. Attended a meeting with a student who had questions about becoming an interpreter.

Ongoing Activities

- 6.1.16. Continue to support board members as needed and correspond with each portfolio as needed.
- 6.1.17. Continue to communicate with the AVLIC 2014 committee co-chairs and committee members as needed.
- 6.1.18. Continue to correspond with AVLIC and the Chapter Presidents as needed.
- 6.1.19. Attend meetings with community members and organizations regarding MAVLI.

Future Initiatives

- 6.1.20. My term is ending as president, which means I do not have any future initiatives however I would like to say that it has been an honour and a privilege to serve with such outstanding board members and MAVLI members. I have learned a great deal from so many people over the past 4 years as president and I wanted to thank everyone who has been a part of my journey.

6.2. Vice President

Suzanne St. Yves
2014 – 2016 Term

Activities to Date

- 6.2.1. Assisted president and other board members as necessary
- 6.2.2. Replaced secretary when she was unable to be at meetings by taking and distributing minutes
- 6.2.3. When secretary was away, resumed duties associated with her position such as sending out notices to members
- 6.2.4. Read and responded to board email
- 6.2.5. Assisted in AVLIC 2014 Conference in various capacities
- 6.2.6. Participated briefly in the Presidents Meeting at AVLIC 2014
- 6.2.7. Coordinated handing over leftover merchandise from the AVLIC 2014 Conference to MAVLI fundraisers
- 6.2.8. Contacted MAVLI members who were interested in being on By-Laws committee but did not succeed in setting a date for a meeting due to conflicting schedules; sent copy of current By-laws to them to prepare to meet
- 6.2.9. Spoke with Cindy Boscow at AEIP class on behalf of the MAVLI PR chairs regarding MAVLI
- 6.2.10. Participated in CAV-VRS Skype call and nominated Marty Taylor as the MAVLI choice for AVLIC's consideration in their voting process; casted MAVLI vote for Marty and sent congratulations to the new board on behalf of MAVLI
- 6.2.11. Assisted with AGM preparations as needed, including arranging with Scott Erickson to speak at the beginning of the meeting

Ongoing Activities

- 6.2.12. Continue to read and respond to board email
- 6.2.13. Continue to assist president and other board members as necessary
- 6.2.14. Prepare for the AGM as needed

Future Initiatives

- 6.2.15. My year as the MAVLI Vice-President has been rich and rewarding. I have enjoyed working with colleagues in this capacity and appreciate how hard the MAVLI Board, in conjunction with AVLIC, works for its members. It has been an absolute pleasure to work with this board in particular and for you, our members.

6.3. Treasurer
 Leanne Muldrew
 2013 – 2015 Term

6.3.1 As of December 31, 2014, our year-end balance is <u>\$23, 520.62</u>			
<u>MAVLI 2014 Financial Balance</u>			
Professional Development	Income	\$	1,970.00
	Expense	\$	(671.14)
	Total PD Profit	\$	1,298.86
Fundraising	Income	\$	-
	Expense	\$	-
	Total Fund. Profit	\$	-
Miscellaneous	Income	\$	16,720.61
	Expense	\$	(1,071.92)
	Total Misc. Profit	\$	15,648.69
Office	Income	\$	-
	Expense	\$	(1,357.44)
	Total Office/NL Profit	\$	(1,357.44)
Membership	Income	\$	3,983.88
	Expense	\$	(490.00)
	Total Mem. Profit	\$	3,493.88
Public Relations	Income	\$	-
	Expense	\$	(763.07)
	Total Mem. Profit	\$	(763.07)
	TOTAL MAVLI 2014 PROFIT	\$	18,320.92

6.3.2 Professional Development		Cheque #	
Expenses 2014			
DATE			Amount
29-Mar	Taxes Workshop 2013 - Refreshments	6	\$ 30.82
22-Oct	SAGE Day Catering	21	\$ 131.88
23-Oct	SAGE Day Interpreting Service	22	\$ 300.00
14-Nov	SAGE Day - Gifts for Presenters	25	\$ 120.00
14-Nov	SAGE Day - Refrehsments	26	\$ 88.44
		TOTAL PD EXP. 2014	\$ 671.14
Income 2014			
DATE			Amount
31-Oct	SAGE Day Registration		\$ 1,970.00
		TOTAL PD INCOME 2014	\$ 1,970.00
		TOTAL PD PROFIT FOR 2014	\$ 1,298.86

6.3.3 Public Relations 2014		Cheque #	
Expenses 2014			
DATE			Amount
24-Feb	Gift Cards for Interpreter Panel	1	\$ 44.48
03-Jul	T-Shirt for Draw	13	\$ 20.00
03-Jul	AVLIC 2014 Trade Show Booth	14	\$ 105.00
03-Jul	MAVLI Logo from Alice Crawford	15	\$ 67.50
16-Jul	MAVLI Display Sign	17	\$ 337.87
17-Jul	MAVLI Brochures and Business Cards	18	\$ 188.22
		TOTAL PD EXP. 2014	\$ 763.07
Income 2014			
DATE			Amount
		TOTAL PD INCOME 2014	\$ -
		TOTAL PD PROFIT FOR 2014	\$ (763.07)

6.3.4 Miscellaneous 2014		Cheque #	
Expenses 2014			
DATE			Amount
24-Feb	AVLIC 2014 - Donation for Conference	5	\$ 500.00
28-Apr	Refreshments for DRP Meeting	9	\$ 18.96
28-Apr	Gifts for AGM	10	\$ 41.77
20-May	AVLIC 2014 - Donation for Supplies	11	\$ 100.00
16-Jun	Meeting Refreshments	12	\$ 111.19
12-Jul	AVLIC 2016 Early Bird Registration for F	16	\$ 300.00
TOTAL MISC. EXP. 2014			\$ 1,071.92
Income 2014			
DATE			Amount
19-Feb	Paypal Security Check		\$ 0.12
19-Feb	Paypal Security Check		\$ 0.16
31-Oct	AVLIC 2014 Cheque		\$ 16,720.33
TOTAL MISC. INC. 2014			\$ 16,720.61
TOTAL MISC. PROFIT FOR 2014			\$ 15,648.69

6.3.5 Membership 2014			
Expenses 2014			
DATE			Amount
29-Mar	AVLIC Registration In&Out	7	\$ 420.00
15-Sep	MDA Membership	19	\$ 60.00
15-Sep	MDBA Membership	20	\$ 10.00
TOTAL MEMBERSHIP EXP. 2014			\$ 490.00
Income 2014			
DATE			Amount
31-Mar	AVLIC Registration In&Out		\$ 420.00
31-Mar	AVLIC membership		\$ 1,764.50
30-Apr	AVLIC membership		\$ 1,679.50
31-Oct	AVLIC membership		\$ 119.88
TOTAL MEMBERSHIP INC. 2014			\$ 3,983.88
TOTAL MEM. PROFIT FOR 2014			\$ 3,493.88

6.3.6 Office 2014		Cheque #	
Expenses 2014			
DATE			Amount
24-Feb	MAVLI Mailbox Fee	2	\$ 180.60
24-Feb	MAVLI Website - GoDaddy	3	\$ 268.07
24-Feb	Webhosting Fee	4	\$ 133.99
28-Feb	Monthly Bank Fee		\$ 3.31
31-Mar	Monthly Bank Fee		\$ 7.00
28-Apr	GST Submission	8	\$ 99.77
30-Apr	Order New Cheques		\$ 158.17
30-Apr	Monthly Bank Fee		\$ 7.00
30-May	Monthly Bank Fee		\$ 7.00
30-Jun	Monthly Bank Fee		\$ 7.00
31-Jul	Monthly Bank Fee		\$ 8.00
29-Aug	Monthly Bank Fee		\$ 5.00
30-Sep	Monthly Bank Fee		\$ 5.00
31-Oct	Monthly Bank Fee		\$ 10.36
31-Oct	The Corporations Act	23	\$ 25.00
12-Nov	MAVLI Thank-You Cards	24	\$ 89.03
14-Nov	Shipping DVDs	25	\$ 4.14
24-Nov	MAVLI Christmas Dinner for Board	27	\$ 325.00
28-Nov	Monthly Bank Fee		\$ 7.00
31-Dec	Monthly Bank Fee		\$ 7.00
	TOTAL OFFICE 2014		\$ 1,357.44
	TOTAL OFFICE PROFIT FOR 2014		\$ (1,357.44)

6.4. Secretary

Cindy Boscow

2014 – 2016 Term

Activities to Date

- 6.4.1. Continue to improve/update MAVLI website
 - 6.4.1.1. Keep all MAVLI events (board meetings, fundraisers, town halls, etc.) up to date on web calendar and alert membership as needed
 - 6.4.1.2. Renewed the website and domain hosting services which included title protection
 - 6.4.1.2.1. Web Domain paid up until 2018
 - 6.4.1.2.2. Hosting paid up until 2015
 - 6.4.1.3. Update website Directory to reflect new student/interpreter membership
- 6.4.2. Created AGM package to be forwarded to membership
- 6.4.3. Update our Mailbox account to be paid until Dec. 2015
- 6.4.4. Co-Chair with Sherra Yorobe for AVLIC 2014 Conference Webmaster Committee
 - 6.4.4.1. Attended AVLIC 2014 meetings
 - 6.4.4.2. Attended AVLIC 2014 Conference in Winnipeg Manitoba
 - 6.4.4.3. Liaised with AV techs for any audio/visual issues that arose during the conference
 - 6.4.4.4. Continued to update the website with Auction items as items came available
- 6.4.5. Provide suggestions and feedback regarding the development of MAVLI's new promotional materials.
- 6.4.6. Spoke with Suzanne St. Yves to AEIP class on behalf of MAVLI's PR committee
- 6.4.7. Guest speaker for Settings II class, spoke about interpreting in a medical setting

Ongoing Activities

- 6.4.8. Maintain Dropbox account.
- 6.4.9. Maintain the secretary email account.
- 6.4.10. Coordinate report submissions.
- 6.4.11. Prepare and disseminate monthly meeting minutes.
- 6.4.12. Pick up mail and distribute accordingly.
- 6.4.13. Check and respond to emails accordingly.
- 6.4.14. Forward job postings and information to membership and post on the website
- 6.4.15. Continue to take minutes and disseminate to board.

Future Initiatives

- 6.4.16. Support MAVLI members and the Board in future initiatives
- 6.4.17. Develop welcome video with MAVLI President for website
- 6.4.18. Further develop MAVLI website
 - 6.4.18.1. Offer online registration/payment of workshops, events, fundraisers, etc.

6.5. Membership

Shaina Cudmore
2014 – 2016 Term

Activities to Date

- 6.5.1. Emailed members who had not renewed for the 2014-2015 membership year, to see if they were continuing with their membership or not.
- 6.5.2. Met with AEIP graduating students to discuss membership upgrade process
- 6.5.3. Corresponded with AVLIC re: members at risk of losing their CES status, new memberships, exemptions, etc.
- 6.5.4. Old graduation diplomas were passed on to Jane Pannell for archiving at AVLIC
- 6.5.5. Updated the MAVLI welcome letter and sent to AVLIC for the 2015-2016 year
- 6.5.6. Volunteered as the registration co-chair for the AVLIC 2014 conference
- 6.5.7. Attended the AVLIC 2014 conference
- 6.5.8. Membership statistics as of January 30, 2015:
 - 6.5.8.1. Active Members: 70
 - 6.5.8.2. Students: 23
 - 6.5.8.3. Exempt: 2
 - 6.5.8.4. Subscriber: 3
 - 6.5.8.5. Total: 98

On-Going Activities

- 6.5.9. Remain in contact with AVLIC regarding MAVLIs membership
- 6.5.10. Maintain a current membership list
- 6.5.11. Assist new members through the membership process

6.6. Newsletter (No Report Submitted)

Vacant
2013 – 2015 Term

6.7. Public Relations

Amy Braun
Hali Wilson
2014 – 2016 Term

Activities to Date

- 6.7.1. Continued to host ASL Night at Polo Park Tavern on the third or fourth Thursday of the month. We have had a positive response from those who attend ASL night. On average, 20-30 people are in attendance each month.
- 6.7.2. Developed and designed a MAVLI promotional package to be used as a display at various events. The package includes, but is not limited to; a vertical retractable

banner, brochure, business cards, giveaway items (ex. pens), optional merchandise for sale (t-shirts, bags, journals).

- 6.7.3. Hosted a table at AVLIC 2014 to promote MAVLI, using the new MAVLI display.
- 6.7.4. Set-up a MAVLI panel for ASL Immersion, which ended up being cancelled the day of the panel due to low registration numbers.
- 6.7.5. Presented to the AEIP classes regarding the MAVLI Board positions, the MAVLI Bursary and the benefits to becoming a MAVLI member as well as the MAVLI mentorship program.
- 6.7.6. Set-up each AEIP student with an interpreter mentor for the 2014-2015 school year.
- 6.7.7. Hosted a MAVLI Mentor night for interpreters and mentees at Red River College. This event was open to all interpreters and AEIP students. It was a good time for the students to connect with their mentor or talk to other interpreters about the field.

Ongoing Activities

- 6.7.8. Remind students of upcoming Bursary deadlines.
- 6.7.9. Arrange a MAVLI panel for ASL Immersion week.
- 6.7.10. Continue to arrange ASL Nights at Polo Park Tavern

Future Initiatives

- 6.7.11. Confirm MAVLI bursary information/application in partnership with RRC and disperse information to the AEIP students.
- 6.7.12. Plan a “Special ASL Night” in spring/summer at a different location than the Tavern.
- 6.7.13. Arrange mentorship for the 2015-2016 school year. Including putting a call out for Interpreters to become mentors early into the summer months to gather enough mentors before the school year commences.
- 6.7.14. Present, on behalf of MAVLI, during the AEIP Program Orientation in September to promote student membership, communicate what opportunities are available on the board for students, and explain the benefits of the mentorship program.

6.8. Professional Development

Jenn Horvath
2012 – 2014 Term

Activities to Date

- 6.8.1. Attended board meetings
- 6.8.2. Attended AVLIC 2014 Conference
- 6.8.3. Attended MAVLI’s Special meeting on November 26th on how to use the proceeds from the 2014 AVLIC conference in upcoming PD opportunities

Ongoing Activities

- 6.8.4. Planned with Mandy MacDonald a workshop titled 'Sex, Drugs and Rock and Roll' to follow AGM on March 21
- 6.8.5. Using suggestions and ideas from members to secure presenters, plan and host workshops in 2015/2016

Future Initiatives

- 6.8.6. Discussing new exciting PD opportunities to host with local as well as out of province presenters which include both theory and hands on skills workshops
- 6.8.7. Hosting ASL immersion for interpreters summer 2015

6.9. Fundraising Libby Smith Brittney Toews 2013 – 2015 Term

Activities to Date

- 6.9.1. In early 2014, our focus was to work closely with the fundraising team for AVLIC, including:
 - 6.9.1.1. Selling wine raffle tickets and donating to the 2014 AVLIC wine raffle.
 - 6.9.1.2. Helping at the fundraiser "Girl Rising".
 - 6.9.1.3. Participating in the selling of Sobeys' gift cards
 - 6.9.1.4. Assisting with evening activities throughout conference.
- 6.9.2. For SAGE day, the fundraising team:
 - 6.9.2.1. Assembled 3 bags of MAVLI merchandise as door prizes
 - 6.9.2.2. Sold MAVLI merchandise, raising \$320

Ongoing Activities

- 6.9.3. Selling existing merchandise.
- 6.9.4. Our goal for 2014 was to host a joint fundraiser, which was unfortunately not met.

Future Initiatives

- 6.9.5. Wine raffle for St. Patrick's day
- 6.9.6. Undetermined fundraising event at the AGM
- 6.9.7. Sell merchandise at ASL nights.

6.10. MAVLI Education Committee

Erica Weselowski

Jennifer Ford

2013 – 2015 Term

Activities to Date

- 6.10.1. Hosted SAGE at the Manitoba School for the Deaf – October 24th, 2014
 - 6.10.1.1. 67 Participants
 - 6.10.1.2. Evaluations were generally very positive however mixed reviews on the Interpreting Manitoba booths
 - 6.10.1.3. Made a short announcement for MEC discussing the services we provide. One person approached Erica for more information and support.
- 6.10.2. Created a MEC committee and have members from both rural and urban schools in Manitoba
- 6.10.3. Updated Pay Scales
- 6.10.4. Followed up with Johnny Hawkins from Sorenson to discuss the possibility of offering PD opportunities for Educational Interpreters both through employment, Workshops and SAGE 2015
- 6.10.5. Met with Suzanne St. Yves to discuss MEC History
- 6.10.6. Narrowed down and organized goals for MEC

Ongoing Activities

- 6.10.7. Continue to spread awareness of MEC documents and the importance of hiring trained interpreters

Future Initiatives

- 6.10.8. Figure out how we can best serve interpreters in the K-12 educational setting
- 6.10.9. Plan for SAGE 2015
- 6.10.10. Be in touch with the parent group Hands and Voices
- 6.10.11. Create speaking notes/presentations that we can give to school divisions, school admin, parent groups, and school unions
- 6.10.12. Change MEC job description to reflect current and future goals
- 6.10.13. Get “Best practices” DVD into the hands of each school in the Province

6.11. AEIP Representative

Tara McGibney

Hannah Tyler

2014 – 2015 Term

Student Updates

6.11.1. Four students are currently on Practicum, which is from January to April.

Activities to Date

6.11.2. Fundraising for AEIP Thank You BBQ

6.11.2.1. Union Soundhall Club Night (December 5, 2014) - \$830.00

6.11.2.2. Perogy Sale (December 15, 2014) - \$260.00

6.11.2.2.1. Total fundraised so far - \$1,090.00

Future Initiatives

6.11.3. Planning and hosting the annual AEIP/DSP Thank You BBQ

6.11.4. There is a Pizza Sale booked for March 11, 2015. 2nd Year AEIP students have volunteered to help with the sale.

6.11.5. Planning another potential fundraiser, details have not been decided yet.

6.12. Minster's Advisory Board

Erica Weselowski

Jennifer Ford

2013 – 2015 Term

Activities to Date

6.12.1. Unable to attend meeting on January 20th, 2014 at MSD

6.12.2. Jennifer attended meeting on May 26th, 2014 at Central Speech

6.12.2.1. Informed the group of some challenges in K-12 interpreting and asked for suggestions on what areas are best to focus on and who to gather feedback from

6.12.3. October 27th, 2014 meeting cancelled due to no interpreter available.

6.12.4. January 19th, 2015 meeting cancelled due to low numbers.

6.12.5. Please contact Erica or Jennifer if you would like to view a copy of the minutes from any MAB meeting.

Future Initiatives

6.12.6. Next MAB meeting on March 23th, 2015. Please let the MAB representative know if there is anything you would like to pass on to MAB

6.13. 2014 Biennial Conference Planning Standing Committee

Bonnie Heath

Terry Janzen

In July 2014 MAVLI played host to AVLIC’s twentieth conference, held at the Fort Garry Hotel in downtown Winnipeg. Planning for this conference began soon after a successful bid in 2010 to hold the conference in Winnipeg. The bid was a tongue-in-cheek video that traced the journey from the 1994 Winnipeg conference to the one in 2014—twenty years later—and it set the tone for conference planning and changed forever how AVLIC’s conferences are marketed.

The AVLIC 2014 conference was a trendsetter in many ways. First and foremost was the choice of the theme “Interpreters and Human Rights” which focused the conference on a set of important current issues, those of interpreters finding themselves working in many situations where the human rights of consumers is in some way at stake. Second, the Fort Garry Hotel was a superb venue for the conference, with ample, inviting conference rooms and excellent menus – conference goers repeatedly commented that they were comfortable and well fed. We were even able to include lunches on conference days at no extra charge, which meant that people were not on their own finding places to eat with very limited time between events. Third, the conference planning committee was hard-working, efficient, and in the end, very well prepared. By the time the conference was underway, everything was in hand, and committee members were able to spend the conference days on necessary housekeeping and making sure that everything was running smoothly. And conference goers noted this too: we received comments telling us how well the conference was going, how interesting and thought-provoking the presentations were, and how calm the committee members were. Many people commented that this may have been the best AVLIC conference to date!

Conference presentations covered a wide range of topics. Presenters came from Canada, the United States, Ireland, England, Sweden, Australia, Brazil and Columbia, showing how truly an international experience the AVLIC conference is becoming. The keynote presenters were Karen Malcolm (BC), Patrick Boudreault (Washington, CD), and Colin Allen, President of the World Federation of the Deaf (Australia).

The conference provided many opportunities for fun and entertainment as well. On Thursday evening Greg Evans’s band “Say Uncle!” played at the King’s Head Pub and on Friday we were treated to a performance by local Deaf mime troupe, “100 Decibels”, followed by Noah Buchholz. The conference tradeshow included displays and sales of some Winnipeg Deaf artists.

The conference was a financial success as well, with sponsorships and grants totaling approximately \$35,000, a hugely successful fundraising campaign, excellent ticket sales to the special events, and the auction at the banquet (auction earnings go directly to AVLIC). Thank you to Sheila Montney for being a witty and motivating auctioneer! Two pre-conference workshops

were also successful. AVLIC required these to be cost-recovery. Registrations for the two workshops were sufficient for the workshops to pay for themselves and for us to gain a small profit. Thanks go to the workshop leaders who all donated their time. Nigel Howard lead the workshop “Deaf Interpreters: Hands-on Interpreting and Co-interpreting” and Barbara O’Dea and Kevin Colp presented on “Choices! Choices! Choices! Interpreting and Language Rights in the Classroom”. Overall, the conference was very successful financially. We were able to send the AVLIC 2016 conference in New Brunswick \$1000 (just as AVLIC 2012 sent us \$1000 to add to our start-up funds), and to give both AVLIC and MAVLI approximately \$17,000 each.

Our heart-felt thanks go to the AVLIC 2014 Planning Committee members and volunteers. The success of the conference is due to this committee’s vision and excellent work. They put in many long hours to ensure that the conference ran well. The many volunteers who were MAVLI members, Deaf Studies and ASL-English Interpretation Program students, Deaf community members, and friends and family each made an important contribution to the conference. Finally, thank you MAVLI for a job well done hosting this amazing event.

6.14. AVLIC 2014 Treasurer Report
Monica Furer

AVLIC 2014
Financial Statement

January 1, 2014 to December 31, 2014

Opening Balance as of Jan 1, 2014: \$25,366.58

Income:

Registration	\$61,968.52
Pre-conference Workshop registration	\$5,525.96
Extra ticket sales (wine & cheese/appreciation lunch/banquet)	\$1,992.06
Special event ticket sales (Say Uncle/Night with Noah)	\$3,493.88
Marketplace (12 tables)	\$600.00
Fundraising	\$4,740.97
Sponsorship	\$33,555.93
Grants	\$3,677.70
AVLIC reimbursement	\$28,005.61
Total	<u>\$143,560.63</u>

Expenses:

Pre-conference workshop	\$3,518.71
Conference facilities	\$1,835.81
Hotel catering	\$60,436.31
Keynotes & Plenaries	\$9,519.71
AV Equipment	\$31,432.87
Interpreting	\$20,358.07

Presenter gifts	\$50.00
Special events (A Night with Noah and Say Uncle)	\$2,334.07
Registration (programs)	\$1,462.73
Bank fees	\$68.45
Website	\$227.13
Tradeshow Tables	\$226.00
Deaf Art Show	\$208.19
Volunteers	\$563.38
Auction	\$150.00
Miscellaneous (office supplies, banners)	\$455.72
50% of conference profit to AVLIC	\$17,720.33
Donation to AVLIC 2016	\$1,000.00
Remainder of conference profit to MAVLI (50% - donation to 2016)	\$16,720.33
Subtotals	<u>\$143,560.63</u> <u>\$168,287.81</u>

Net Profit in 2014: **(\$24,727.18)**

Total Profit as of December 31, 2014: **\$639.40**



SECTION THREE

OLD BUSINESS

7. Old Business

7.1. DI Membership Fee

7.1.1. A motion, 7.1: *To reduce the Deaf interpreter membership category rate from \$35.00 to \$20.00 annually*, was put forth and carried at the 2014 AGM. This change in fees was implemented as of the 2014-2015 membership year.

7.2. MAVLI Bursary

7.3. By laws



SECTION FOUR

**NEW
BUSINESS**

8. New Business

8.1. Self-Care: Scott Erickson

8.2. Fundraising for 2016

8.3. Plans for 2015-2016

8.4. Donation to AVLIC 2016



SECTION FIVE

**PROXY
&
NOMINATION
FORMS**

How To: Submit Your Electronic Proxy

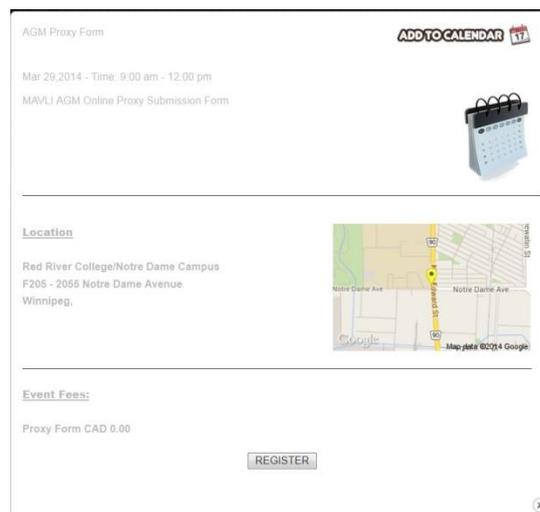
1. Navigate to the MAVLI website (www.mavli.com). Select 2014 AGM Proxy Registration from the drop down menu.



2. Click on the purple **AGM Proxy Form** link.



3. A new window will open with details and a map about the AGM. Scroll down to the bottom of the window and click REGISTER.



- A new window will open with the AGM Proxy Form. You can click [Show/Hide Details](#) to minimize the details screen and proceed to complete the Proxy Form.

AGM PROXY FORM

[Show/Hide Details](#)

First Name

Last Name

Email Address

Phone Number

Street/PO Address

City

State

Postal/Zip Code

Who do you authorize to carry your vote on Saturday, March 29th, 2014 at the MAVLI Annual General Meeting?

- There is a drop down menu to **select at least one item** for submission. Pick 1 from the drop down menu. There is no cost for this Proxy submission. Your Total should read 0.00. Enter the required security code as it is shown. Click Submit.

REGISTRATION FEES

You must select at least one item!

0 Proxy Form 0.00

Total 0.00

Enter the security code as it is shown (required)

summer

Submit Reset

- Submitting the form takes you to a verification screen. Review your details and click Confirmed.

2014 AGM Proxy Registration

Please verify your registration details:

Event Name/Cost:	AGM Proxy Form - CAD 0.00
Registering Name:	Jane Doe
Email Address:	something@something.com
Number of Attendees:	1
Order Details:	1 REG-Proxy Form CAD 0.00
Event Name / Total Cost:	AGM Proxy Form: CAD 0.00

You are registering for 1 person(s). Please provide the first and last name of each person:

Attendee #1
First Name:
Last Name:

- Congratulations, your information has now been received and a confirmation email has been sent to your email address.

2014 AGM Proxy Registration

Your information has been received.
A confirmation email has been sent to: something@something.com

- Thank-you for submitting your AGM Proxy.



**Annual General Meeting
Saturday, March 21, 2015**

Registration: 9:00 am
Business Meeting: 9:30 am – 12:00 pm
Location: E108 – 2055 Notre Dame Avenue
Red River College
Winnipeg, Manitoba

**Proxy Form
MAVLI Annual General Meeting 2015
Winnipeg, Manitoba**

Note: In the event that you are unable to attend the Annual General Meeting and are an ACTIVE member/student member of MAVLI, in good standing, proxy forms may be presented at the MAVLI General Meeting by the person carrying your vote or mailed **no later than Monday, March 16, 2015:**

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

Name

Address

Telephone

I hereby authorize _____ to carry my vote March 21, 2015.

Signature

Date

Annual General Meeting
Saturday, March 21, 2015



Nomination Form
MAVLI Annual General Meeting 2015
Winnipeg, Manitoba

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

President	2015 – 2017	
Vice President	2014 – 2016	Suzanne St. Yves
Treasurer	2015 – 2017	
Secretary	2014 – 2016	Cindy Boscow
Membership	2014 – 2016	Shaina Cudmore
Fundraising	2015 – 2017	
Newsletter	2015 – 2017	
Professional Development	2014 – 2016	Jenn Horvath
Public Relations	2014 – 2016	Amy Braun Hali Wilson
MEC	2015 – 2017	
AEIP Rep	2015 – 2016	To be elected in the Fall of 2015

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, 2015.

The MAVLI address is:

M.A.V.L.I

PO Box 68056 RPO Osborne Village

Winnipeg Manitoba R3L 2V9

Nomination Form

Position: _____

Nominee: _____

Nominee Signature: _____

Voting Member: _____

Voting Member: _____

Date: _____



SECTION SIX

2014 ANNUAL GENERAL MEETING MINUTES



MAVLI ANNUAL GENERAL MEETING 2014

Red River College
F205 – 2055 Notre Dame Avenue
Winnipeg, Manitoba
Saturday, March 29, 2014
9:00 a.m. to 12:00 p.m.

Members:

An, Arleen
Boscow, Cindy
Castellano Sinclair, Carmella
Celones, Lorlynn
Chaves, Dia
Cudmore, Shaina
Dyck, Jodi
Fong, Elaine
Furer, Monica
Gallardo, Xenia
Hawkins, Johnny
Horvath, Jennifer
Kehler, Lacey
MacDonald, Mandy
MacNeil, Tania
McDougall, Lauralee
McGibney, Tara
Morris, Blake
Muldrew, Leanne
Olson, Amy
Rogowski, Tessa
Rutherford, Brenda
Smith, Elizabeth
St. Yves, Suzanne
Stout, Diana
Toews, Brittany
Turcotte, Treena
Vitucci Spencer, Josie
Wiebe, Gordon
Wiens, Marena
Wilson, Hali

Non-Members:

Demianyk, Carol
Linforth, Kelli

Proxies:

Burgess, Tyler
Duré, Scotty
Friedrich, Pamela
Ginakes, Phyllis
Hummelt, Erika
Janzen, Terry
Knox, Jodi
Kroeker, Chad
Langes, Jane
Lysachuk, Sandy
Mauws, Brianne
Morden, Christina
Purll, Cheryl
Rasing, Diana
Rhoda, Marlo
Smith, Sandra
Weselowski, Erica

Regrets:

Meaghan Gessner
Erica Weselowski

1. Call to Order: 9:15am

2. Welcome, Housekeeping, and House Rules:

- 2.1. Welcome to the membership, interpreters and student interpreters from our 3rd Year Settings class working in the back of the room, and T. MacNeil and J. Horvath whisper interpreting for the secretary.
- 2.2. Feel free at any time to partake in the auctions in order to fundraise for AVLIC 2014.
- 2.3. Thank you to Elaine Fong for serving as our meeting parliamentarian.

3. Approval of the Agenda

- 3.1. 8.2 Removed: Workshop – Noah Buchholz: from Agenda
- 3.2. 8.3 Added: AVLIC 2014 – Suzanne St. Yves

Motion to accept the agenda.

Moved: T. Turcotte

Seconded: M. Furer

Motion Carried.

4. Business arising from the minutes

- 4.1. L. Muldrew 8.1.1: Calgary quorum actually had quorum by 1 person. (not *NOT have quorum*)
- 4.2. S. St. Yves p. 37 8.3.2.3 “Last sentence we are excited for PD committee *supported* (not provided) that workshop.

5. Approval of the Annual General Meeting Minutes – March 17, 2012 as amended.

Motion to accept the 2013 AGM Minutes.

Moved: S. St. Yves

Seconded: J. Vitucci Spencer

Motion Carried.

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

- 6.1. President.....Mandy MacDonald
- 6.2. Vice President.....Brenda Rutherford
 - 6.2.1. Clarification: I am not the nominating chairperson as I am actively leaving the board. Therefore, I am unable to be on the nomination committee and L. Muldrew has filled the position in my stead.
- 6.3. Treasurer.....Leanne Muldrew
 - 6.3.1. S. St. Yves has a question regarding the financial report: p.9 PD: Can someone explain why there was minimal profit for SAGE: What were the expenses?

6.3.2. L. Mulrew displayed the full expense report of SAGE for people to review and identified that the expenses included payment for the President to attend the Presidents’ meeting.

6.4. Secretary.....Cindy Boscow

6.4.1. C. Boscow has clarified: Do people like access to proxies via the website? Response from the membership is a resounding yes.

6.4.2. Lacey tried and couldn’t get in. C. Boscow clarified a dating issue with the form.

6.4.3. M. MacDonald thanked everyone for attending the meeting as it is nice for all to show and have this discussion.

Motion to accept the Executive Reports with discussion.

Moved: L. Smith

Seconded: B. Toews

Motion Carried.

6.5. Membership.....Dia Chaves

6.6. Newsletter.....Kristi Dorian

6.7. Public Relations..... Scotty Duré
.....Brianne Mauws

6.7.1. S. Duré also was unable to fulfill the duty of nominations committee like B. Rutherford. M. MacDonald explained the process that you cannot be a part of this committee if your position is up for election.

6.8. Professional Development.....Shaina Cudmore
.....Jenn Horvath

6.9. Fundraising.....Libby Smith
.....Brittney Toews

6.10. MAVLI Education Committee.....Erika Weselowski

6.11. AEIP Student Representative.....Chad Kroeker
.....Hali Wilson

6.12. Minister’s Advisory Board.....Erika Weselowski

6.13. 2014 Biennial Conference Planning Standing Committee.....Bonnie Heath
.....Terry Janzen

6.14. AVLIC 2014 Conference Treasurer Report.....Kristi Dorian

6.15. AVLIC 2014 Financial Report.....Kristi Dorian
.....Monica Furer

Motion to accept Committee, Representative, and Standing Committee Reports with discussion.

Moved: D. Chaves

Seconded: L. McDougall

Motion Carried

7. Old Business

7.1. Deaf Interpreter Membership Rates

7.1.1. M. MacDonald presented the information from the AGM Package with the motion included:

MOTION: I move that the Deaf Interpreter membership category rate be changed from the current amount of \$35.00 annually to a reduced amount of \$20.00 annually.

Mover: Mandy MacDonald

Secunder: Dia Chaves

RATIONALE: As per 2012 Annual General Meeting, an action¹ was passed directing The Board to investigate revision of the cost of membership of Deaf Interpreters. After investigating the fee structures of the other AVLIC Affiliate Chapters, the MAVLI board voted in favour of reducing the rate as proposed above.

7.1.2. T. Turcotte asked for the rationale. Mandy responded that 2 years ago a discussion was had that Deaf Interpreters (DIs) work often less than other interpreters.

7.1.3. C. Castellano Sinclair fully supports this motion and stated that currently the amount of work DIs have access to is much less than fulltime interpreters. Also because other chapters across Canada have also recognized this need to reduce the cost.

7.1.4. M. MacDonald further states that it is important to be comparable to other chapters and their fees.

7.2. Proxy Policy

7.2.1. M. MacDonald emphasized the old reading of the bylaw and we would like to change it from “encouraged” to responsible. T. Janzen proposed this and M. MacDonald further emphasized that this is our responsibility and the possibility of folding could happen without the support of our membership. Board can approve these changes without membership votes. C. Boscow asks M. MacDonald to emphasize that that is why it is important for members to come to the bylaw meeting.

7.2.2. T. Turcotte asked about the rationale. TJ made the motion and T. Turcotte seconded the motion. That is why her name is there to support the motion.

MOTION: I move that the Membership 2.a.x Policy be amended to read as follows: All voting members are responsible for their vote in person or by proxy at the Annual General Meeting.

Mover: M. MacDonald

Secunder: C. Boscow

Carried

Rationale: I move that The Board discuss Membership 2.x to further stress the importance of the proxy.

Mover: Dr. T. Janzen

Secunder: T. Turcotte

¹ **ACTION:** Dr. 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.

Carried

8. New Business

8.1. MAVLI Bursary

8.1.1. M. MacDonald: We offer AEIP students the MAVLI bursary annually. We have discussed as a Board partnering with Red River College (RRC) to award the bursary on their award night. I've been in discussions with a RRC representative about arranging for an account with RRC. The government matches any monies we put in with a minimum of \$5000 thus doubling the fund to \$10,000. This would allow MAVLI to award the bursary with the funds accumulated from the interest accrued in the account. This would allow MAVLI more flexibility with the award. The board would like MAVLI to be involved in this process but this would require MAVLI to put forward \$5000. This is one suggestion for use of the upcoming AVLIC 2014 conference profits. I understand that we don't have that funding now but after the conference this may be an option for us.

8.1.2. We will be awarding this bursary at the award night. Annually the interest is approximately \$400 – 500.

8.1.3. C. Castellano Sinclair asks if MAVLI needs to put up a minimum of \$5000. Yes. If we use up the money and drop below the \$5000, does that effect this process?

8.1.4. Currently we give \$200 – 500 depending on our funds for the year and this could continue. This could create the possibility of new awards: annual achievement or Deaf Community ally award. The Board will continue to investigate and discuss at the board and membership levels.

8.2. MAVLI By-Laws

8.2.1. By-Laws need to be updated every 4 years. We implore members to join our committee. If you are interested, please let us know and join our committee. We will make these amendments and share them with membership.

9. Nominations:

9.1. L. Muldrew has graciously offered to run the nominations.

9.1 Nominations for Vice President: Suzanne. St. Yves

Motion to close nominations for Vice President.

Motion: B. Rutherford

Seconded: M. Furer & L. McDougall

Carried.

Suzanne St. Yves is declared Vice President by acclamation.

9.2 Nominations for Secretary: Cindy Boscow

Motion to close nominations for Secretary.

Motion: S. Cudmore

Seconded: J. Horvath & J. Dyck

Carried.

Cindy Boscow is declared Secretary by acclamation.

9.3 Nominations for Membership: Shaina Cudmore

Motion to close nominations for Membership.

Motion: D. Chaves

Seconded: B. Rutherford and C. Castellano Sinclair

Carried.

Shaina Cudmore is declared Membership Chair by acclamation.

9.4 Nominations for Public Relations: Amy Olson & H. Wilson

Motion to close nominations for Public Relations.

Motion: M. MacDonald

Seconded: M. Furer & S. St. Yves

Carried.

Amy Olson and Hali are declared Public Relations Co-Chairs by acclamation.

9.5 Nominations for Professional Development: J. Horvath & C. Castellano Sinclair as Co-Chairs

Motion to close nominations for Professional Development.

Motion: M. MacDonald

Seconded: M. Furer

Carried.

Jen Horvath and Carmela Castellano Sinclair are declared Professional Development Co-Chairs by acclamation.

9.6 Newsletter has stepped down and this position is vacant, if there is anyone who is interested please let us know.

9.6.1 Suzanne St. Yves will continue to support this person as newsletter editor and the last newsletter chair, Kristi Dorian, is also willing to support.

10. Appreciation and Acknowledgements

10.1. Vice-President Award

The Vice-President Award acknowledges a member whose actions have benefited MAVLI. Brenda Rutherford will present the honours to:

Someone who has supported our organization and only moved here 3 years ago but is always willing to be involved and saying YES anything we ask of her: Elaine Fong.

10.2. President Award

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

It was very difficult to pick a person for this award. I want to thank the whole board. Anytime I'm not sure about anything, she has been my right hand man. I remember when we had the Princess AGM, she's was willing to take on the 1 year left in the VP chair. But now it's been 3 wonderful years that Brenda Rutherford has supported me. She always feels that she doesn't do anything but she has been such an amazing support to the board!!! Thank-you!

We knew that VP typically takes over as President but Brenda was very clear in the fact that she had never wanted to take on that position.

11. Confirmation of Acts

Motion:

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 2-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: M. MacDonald

Seconded: L. Smith

Carried.

12. Announcements

12.1. AVLIC 2014 Auction Committee Chairs

12.1.1. You have all seen our advertisements for the baskets for the AVLIC 2014 committee. If you could donate Chocolate or Coffee that would be great.

12.1.2. Sheila Montney and Carmela Castellano Sinclair have asked for any help from the membership to disseminate some donation letters to the community at large. If you have some place that you are thinking about please let us know. I can also send you an email with a formal letter we have drafted. M. MacDonald would like to have a pdf link on the website and we could also send it out to the membership.

12.1.3. ACTION: C. Castellano Sinclair to forward the letter to C. Boscow to forward to the membership and have on the website.

12.2. On behalf of Bonnie Heath: Many people have registered, thank you. For those of you who haven't please consider registering.

- 12.3.** Josie Vitucci Spencer: Early Bird Registration is closed but we still encourage you to register. The workshops have not been set. There have been some struggles with the website, Shaina Cudmore and the webmasters have tried to keep things going smoothly, please contact if you have any issues while registering.
- 12.4.** S. St. Yves: Scotty Duré and Christina Morden are the volunteer coordinators. If anyone is interested please be in contact with them. There is no reduced cost but they will be sending out another call for volunteers.
- 12.5.** Erin Wilkinson will be announcing the other workshop presenters. The Call for Presenters just closed. If you are interested in staying in the hotel, there is a reduced rate and we encourage you all to take advantage. The Keynote Speakers are: Karen Malcolm, Patrick Boudreault, and Colin Allen will discuss the WFD perspective. There will be lots of great discussion. T. Rogowski and S. St. Yves are also still trying to get people to sign up for the silent auction today.
- 12.6.** M. MacDonald: we are also looking for sponsorship please seek out T. MacNeil. She is currently interpreting.
- 12.7.** Noah Buccholz and Greg Evans will be the two special event evenings.
- 12.8.** MCSO hasn't been active in the last few years but has recently started working together. May 1st at noon there is a Deaf woman from Scotland, Evelynne Glennie, who is an amazing Deaf performer and will be working with the WSO. She has performed at Carnegie Hall. 15 lucky MCSO members will be drumming with her (8 from the student population and 7 from the adult population). It would be great to support Deaf art: paintings, music, etc. This is providing the community with a place to present their work.
- 12.9.** T. MacNeil: July 7th – 8th there will be pre-conference workshops. One of the workshops is CES: Narratives and Interactive Discourse. I am planning on registering and encourage you all to do the same.
- 12.10.** B. Rutherford: In the past, I've seen the MAVLI board lacking volunteers to fill positions but over the past few years we have been thriving as a board and very supportive of each other. The monthly meetings are full of great discussion and much support is felt from the membership. There will be lots of changes coming up and a big thank-you to the past board and I look forward to working with the new board.

12.11. C. Boscow has taken on the position of webmaster after S. Yorobe stepped down.

13. Thank-you

- 13.1.** Thank-you to our parliamentarian, whisper interpreters, and student interpreters.
- 13.2.** From B. Rutherford, thank-you to our president.

14. Adjournment: 10:55am