



MAVLI Annual General Meeting Minutes 2020

Red River College
F205 – 2055 Notre Dame Avenue
Winnipeg, Manitoba
Saturday, March 7, 2020
9:30pm to 12:30 pm

Members in Attendance:

An, Arleen
Boscow, Cindy
Cormack, Landon
Demers, Hubert
Drury, Emma
Dumont, Shaina
Duncan, Emily
Furer, Monica
Gallardo, Xenia
Gessner, Meaghan
Jeanson, Nikki
MacDonald, Mandy
Perozuk, Gina
Romero, Astrea
Rooney, Danielle
Rutherford, Brenda
Sproule, Becky
Szalai, Sarah
Toews, Jennifer
Trethart, Erica
Wiebe, Gordon
Wilson, Dawn-Marie

Proxies:

Badger, Candy
Beaulieu, Tracy
Braun, Amy
Butz, Katie
Castellano Sinclair, Carmela
Graham, Shannon
Graham, Shelby
Guinn, Janine
Huijen-Bilker, Sisko
Iftody, Alanna
Janzen, Terry
Koop, Mariette
Kroeker, Chad
Langes, Jane
LaVallee, Sheryl
Muirhead, Brianne
Pickering, Amanda
Rhoda, Marlo
Salgado, Anna
Villanueva, Kristine
Wynychuk, Jordan

1. Re-envisioning CASLI Discussion: Delegate Tyler Churchman

C. Boscow introduces Tyler Churchman and explains his involvement in the re-envisioning proposal. Today will include a short explanation and discussion.

Tyler thanks everyone for allowing him this time at the MAVLI AGM. The proposal is not official and still in draft form. He is looking for feedback before it is brought up at the CASLI AGM this summer.

Re-envisioning Proposal Explanation

CASLI:

Structure:

- Comprised of one representative from each Affiliate Chapter (AC)
- Each AC appoints or elects their representative
- CASLI membership is restricted to ACs, no individual members

Responsibilities

- National Advocacy
 - partnering CCSD & CAD
 - Advocating to government
- Supports Collaboration between Affiliate Chapters
- Advisory activities
 - Position papers
 - Best practice documents

In consultation with ACs collaboratively decide where the biennial conference will be held

- Host AC will strike a conference planning committee
- Host AC will be ultimately responsible for all aspects of conference planning and management
- Host AC will liaise with CASLI Board

Affiliate Chapter:

Structure:

- AC to determine their own structure

Main Responsibilities:

- Defining Membership Criteria/Renewal
- PD Offerings
- Local Advocacy
- Conflict/Complaint Resolution
- Maintain a Code of Ethics and bylaws

COI/WTK/TOI – will remain the same. No amendments to those processes with the restructuring.

Benefits to restructuring

- AC would not have to approach CASLI for situations that can be handled provincially
- Currently individuals are members of both CASLI and AC and must follow the rules and policies for both organizations. This means ACs must make changes that CASLI makes (i.e. title protection), even if they are not the best fit. In the new model, programs and policies would be made by the AC so that it would be more representative of the local area and members.
- Each AC would have equal representation on the CASLI board, which is not the case as it stands now. Deaf Interpreters would also have a representative.
- Membership fee amount and distribution would be decided by the ACs

Dispute resolution process has been on hold for over a year. CASLI board minutes show that they are receiving complaints but there has been no action towards resolving these. It will still be up to the CASLI board to handle these unresolved disputes.

A meeting with the CASLI board and the ACs did not result in much feedback, but only a few concerns. The first was regarding ACs collecting memberships fees and the increase of responsibility that comes with that. Another was regarding CASLI Code of Ethics and how it would be modified by each AC. Finally, it was stated that CASLI would not disassociate with the ACs but would offer support through the process or the restructuring.

Discussion

It was asked why CCSD and CAD are mentioned as continued partners for CASLI, but not CDSA as sports are an active part of the interpreting community. Tyler responded that in his experience from BC sports are not actively involved in the interpreting politics, but he is willing to reach out to them for feedback.

It was stated that it may be difficult for conflicts to be handled locally as there would be a lack of neutrality when discussed with internal people. Tyler agreed that that when handled at a national level there is more neutrality, however they typically do not have a deep understanding of local problems. There is a working proposal of how complaints can be handled locally, which starts with an informal discussion with a local mediator (picked by the AC), the interpreter and the complainant. Mediators must be interpreters, so they have knowledge of the process. If no one neutral is available, they can bring people in from out of province. The AC knows community best so they could decide who to hire.

It was asked if there is an official committee and timeline. Tyler replied there was an online meeting with the CASLI board, where the concern was brought up that the process was moving too quickly. Discussions were put on hold until some revisions are made. Ideally, the proposal would be approved at the CASLI AGM in the summer of 2020 and the changes would be put in place March 31, 2021. This would allow ACs 7 months to discuss the process with members and make the necessary changes. However, this timeline can be

pushed to vote in the change at the CASLI AGM in the summer of 2022 and changes to be made in March 2023.

No further questions or discussion.

Tyler emphasize that feedback is welcome, and they do not want members to feel pressured to accept these changes as they stand. He can be contacted through email at tylerchurchman@me.com.

Cindy thanked Tyler for his time and explanation today.

2. Welcome, Housekeeping, House Rules and AVLIC President's Message Continued

2.1. The President welcomes and thanks all in attendance.

2.2. Video shown from CASLI President, Wayne Nicholson:

Hello to all at the MAVLI 2020 AGM. I'm here to offer greetings to you and congratulations to your newly elected board or directors.

As you know, MAVLI was founded in 1976 with the goal of promoting high quality interpreting standards and spreading awareness of our profession across your province. The newly elected board will keep as its mainstay this same goal: to ensure the highest standards of interpreting among both hearing and Deaf interpreters in Manitoba.

On behalf of the CASLI board of directors, I'd like to offer our best wishes. We look forward to working with you all.

Wayne Nicholson,

CASLI President

3. Call to Order: 10:10am

4. Approval of the Agenda

4.1. There were no changes or additions to the agenda.

Motion to accept the agenda as disseminated.

Motion: M. Furer **Seconded:** E. Duncan

Carried

5. Business arising from the Minutes.

6. Approval of the Annual General Meeting Minutes - March 9th, 2019.

Motion to accept the minutes as disseminated.

Moved: G. Wiebe **Seconded:** M. Gessner

Carried

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

- 7.1. President.....Cindy Boscow
- 7.2. Vice President..... Meaghan Gessner
- 7.3. Treasurer..... Monica Furer
- 7.4. Secretary.....Sarah Szalai

Motion to accept the Executive reports as disseminated.

Moved: B. Rutherford **Seconded:** D. Wilson

Carried

- 7.5. Fundraising.....Emily Duncan
- 7.6. MAVLI Education Committee.....Meaghan Gessner
- 7.7. Member-at-large.....Brenda Rutherford
- 7.8. Membership..... Shaina Dumont
- 7.9. Professional Development.....Mandy MacDonald
- 7.10. Public Relations..... Sarah Szalai & Xenia Gallardo
- 7.11. Webmaster.....Anna Salgado
 - 7.11.1. Video shown explaining new website
- 7.12. AEIP Student Representative.....Ali Howorth

Motion to accept the committee reports as disseminated.

Moved: J. Toews **Seconded:** G. Perozuk

Carried

8. Old Business

9. New Business

9.1. Bylaw Change

9.1.1. MOTION: 2019-1: I move that all occurrences of AVLIC be amended to CASLI and all occurrences of Association of Visual Language Interpreters be amended to Canadian Association of Sign Language Interpreters in the MAVLI bylaws.

Rationale: Reflect name change made by the national parent association.

Moved: C. Boscow **Seconded:** M. Gessner

No Discussion

Carried

9.1.2. MOTION: 2019-2: I move that MAVLI bylaw 2.1 (1) ii (ratified 2016)

ii) Student Members

Student membership shall be available only to individuals currently enrolled in an AVLIC-recognized interpreter education program and who have applied and have been accepted for Student membership by the AVLIC board and who have paid such fees as may be set from time to time by the Board. Dual membership in both the Corporation and AVLIC is mandatory.

The term of membership of a Student member shall be annual, subject to renewal in accordance with the policies of AVLIC. First time student members, registering after September 1st of the membership year, will be granted a 50% reduction in fee. Subsequent memberships will be full price.

Student members shall be entitled to receive notice of and attend at meetings of members and will be entitled to one (1) vote.

Be amended to:

ii) Student Members

Student membership shall be available only to individuals currently enrolled in an CASLI-recognized interpreter education program and who have applied and have been accepted for Student membership by the CASLI board and who have paid such fees as may be set from time to time by the Board. Dual membership in both the Corporation and CASLI is mandatory.

Student membership shall also be available to Deaf individuals who enter into agreement with CASLI to meet the criteria for Deaf interpreters within four (4) years and who have paid such fees as may be set from time to time by the Board.

The term of membership of a Student member shall be annual, subject to renewal in accordance with the policies of CASLI. First time student members, registering after September 1st of the membership year, will be granted a 50% reduction in fee. Subsequent memberships will be full price.

Student members shall be entitled to receive notice of and attend at meetings of members and will be entitled to one (1) vote.

Rationale:

New addition to reflect current CASLI student membership criteria requiring student Deaf interpreters to acquire affiliate chapter membership and therefore fulfilling the dual membership requirement.

Moved: C. Boscow

Seconded: M. Gessner

No Discussion

Carried

9.2. Waiving Public Accountant

9.2.1. Motion: MAVLI waives the requirement for a public accountant to review MAVLI's 2020 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".

A financial review completed by a public accountant costs MAVLI at least \$1,500 a year, which is a huge expense for our limited annual budget. Waiving appointment of a public accountant will allow MAVLI to hire a skilled accountant from within our community who does not have the certification of PA, such as D. Mondor or D. Momotiuk.

Moved: M. Furer **Seconded:** C. Boscow

Discussion:

M. Furer added that the cost would be reduced to about \$50/hour (\$200-400 total). It was asked if MAVLI was audited would we get in trouble for not using a public accountant. M. Furer responded that we would not as we are following the Government of Canada requirements for NFP corporations

Carried (Unanimously)

9.3. Appointing Accountant for 2020 financial review

9.3.1. Motion: Motion to appoint Diane Mondor to do a review of MAVLI's 2020 financial review.

Moved: G. Perozuk **Seconded:** G. Wiebe

Discussion: It was suggested that we alternate between Diane Mondor and Doug Momotiuk every year. It was also mentioned that we need to vote on this every year, so we can decide what person we would like at that time. M. Furer will check with them if that is a possibility or if they prefer one person does it every year for consistency. It was asked if we should amend the motion to include both names, but it was decided that we need to be clear about which person we are appointing this year, so the motion remained the same.

Carried

9.4. Suzanne St. Yves Award

Award Proposal

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.

We propose to deposit the \$5000 in MAVLI's current RRC fund (MAVLI Student Achievement Award) and use the money to give out an additional student award in Suzanne's honour as described below. The value of the prize will be dependent on the return of the investment but will likely be \$200-\$250 per year. A decision not to give out the award in any one year will be at the discretion of MAVLI.

Terms of Reference

Award name:

Suzanne St. Yves Award of Excellence to a Graduating RRC AEIP Student

Criteria:

This award is to be given to a graduating student in their final year 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 for 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 program:

- community involvement in the Deaf and interpreting communities (e.g. volunteer work)
- high academic achievement
- ethical behaviour

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

The award will be publicly announced in the late spring annually (e.g., at the AEIP Appreciation BBQ) and will be given out at the RRC Creative Arts Ceremony. The inaugural Suzanne St. Yves Award of Excellence will be given out in the spring of 2021.

Motion

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

Rationale:

MAVLI has received a \$5000 bequest from the estate of Suzanne St. Yves. We propose to deposit the \$5000 in MAVLI's current RRC fund (MAVLI Student Achievement Award) and use the money to give out an additional student award in Suzanne's honour. The value of the prize will be dependent on the return of the investment but will likely be \$200-\$250 per year. A formal award proposal is included in the AGM package.

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

Discussion:

A concern was raised about what happens if the person who received the award does not continue in the field of interpreting. Members replied that Suzanne was not only an interpreter, but held and valued several other roles in her life so it would still be honouring her in that way. Also, no one can predict what will happen to any given individual in the future. The screening process would ensure that the individual would be an ally and highly involved in the Deaf community.

It was then suggested that maybe the award could be open to anyone (not only students). It was explained that the vice president award is given to someone from the community already. Also, if we were to deposit the money into the RRC account that the award must go to a student.

Membership was also reminded that Suzanne had donated money to other Deaf organizations in our community. This money was donated specifically to MAVLI in order support our association and members.

The reason RRC was chosen is because we know there is a good return on investment. We could use the interest from the money for the award, and therefore not use the principal. This would allow the award to continue for many years. As MAVLI is a non-profit organization it does not look good to keep the funds in our account. However, other options for investment were not investigated, but can be. It was suggested that we could speak to our accountant for ideas on where to invest. It was also brought up that the award does not have to be given right away. After we invest the money, we could let it sit for several years to increase the funds.

MAVLI currently has 1 other award for students at RRC. When we initially invested \$5000, RRC matched those funds. This means we are collecting interest on \$10,000. However, the matching grant from RRC is no longer available for programs. Students may still individually apply for the matching grant if they win an award, but the amount MAVLI invests for an award can no longer be augmented by a matching grant.

It was suggested that the criteria could be changed to include graduating students from ADSP and AEIP or any student who is involved in the Deaf community. It could also be

changed to include Deaf graduating students. It was also suggested that if the motion is passed it would be a good idea to establish a committee to collect more feedback and make changes to the award criteria.

Members would like to acknowledge the current committee who worked on the award and their beautiful work they did and the lovely representation of Suzanne's legacy in the current motion.

It was clarified if we approve the current motion, we can change the criteria later as long as the award goes to a RRC student. Also, we can invest the money at RRC, and take it out at a later date. However, we will lose all the interest made on that money.

The motion was read again, and a vote was taken.

Carried

MOTION:

To establish a committee to decide on criteria for the Suzanne St Yves Award.

Moved: M. Gessner **Seconded:** D. Wilson

No Discussion

Carried

9.5. Travel Policy Update

7.2.4. From time to time MAVLI may see fit to cover travel expenses for a Board member engaged in MAVLI business.

7.2.4.1 A budget for expected travel expenses must be included in the MAVLI annual budget to be approved by membership at the Annual General Meeting.

7.2.4.2 Unexpected travel expenses that may arise must be pre-approved by the Board depending on available funds and the appropriateness of the expenditure.

7.2.4.3 Travel costs to be considered for reimbursement include:

(i) the cost of an economy flight, preferably booked in advance to keep the fees to a minimum (fees for seat selection will not be covered)

(ii) the cost of one checked bag (fees for over-sized and over-weight luggage will not be covered)

(iii) the cost of transfer from home to airport and back, and the cost of transfer from airport to hotel and back. The traveller is expected to select the most cost-effective mode of transfer.

(iv) the cost for appropriately economical accommodations, within a reasonable distance of the scheduled event, for the required number of nights including one night before and one night at the end of the event if needed

(v) if travelling by car, a mileage rate of \$0.45/km up to a maximum equivalent to an economy return flight to the same destination. Gas receipts are not required.

(vi) per diem to cover meal expenses for the days of the scheduled event (unless meals are provided by the event itself) plus travel days, or portion thereof, at the following rates:

	Travel within Canada	International Travel
Breakfast	\$15 CAD	\$20 CAD
Lunch	\$20 CAD	\$25 CAD
Supper	<u>\$30 CAD</u>	<u>\$35 CAD</u>
Totals	\$65 CAD	\$80 CAD

Special requests based on dietary restrictions will be considered on an individual basis.

7.2.4.4 A copy of all travel and accommodation receipts, as well as proof of conference registration, will be required for reimbursement. If claiming a per diem, meal receipts are not required.

7.2.4.5 Cancellation insurance and travel health insurance expenses will not be covered by MAVLI.

7.2.4.6 If the traveller adds personal travel to a MAVLI business trip, or upgrades the mode of travel, all additional costs will be the responsibility of the traveller.

7.2.4.7 Multiple requests for travel will be prioritized by the Board, as the budget may not be able to accommodate all requests for travel in a given budget year.

9.5.1. No discussion or questions. Updates will be included in Travel Policy.

9.6. 2020 Proposed Budget

9.6.1. Motion to approve the 2020 proposed MAVLI Budget as outlined below.

Moved: Monica Furer

Seconded: Erica Trethart

Carried

MAVLI 2020 BUDGET

	Estimated	Actual
Total Income	\$6,100.00	
Total Expenses	\$6,250.00	

Income:

Membership	\$3,000.00	
Fundraising	\$2,000.00	
DVD Sales and MAVLI Merchandise	\$100.00	
MAVLI K-12 PD Day	\$1,000.00	
Subtotal	\$6,100.00	

Expenses:

Annual Insurance Fee	\$860.00	
Accounting Fee	\$1,400.00	
Annual Corporate Return	\$40.00	
MAVLI Board Wind-up (max \$20/person)	\$300.00	
MAVLI AGM (awards, snacks, interpreter honoraria)	\$300.00	
AVLIC 2020 AGM & Conference (Vancouver, B.C.)	\$2,500.00	
Affiliate Memberships (MDA, MCSD, WASLI)	\$200.00	
Post Office Box Annual Fee	\$210.00	
Microsoft Office 365 Software Annual Fee	\$90.00	
Web host, platform and domain	\$290.00	
4M events	\$60.00	
Subtotal	\$6,250.00	

Total (Loss)**(\$150.00)**

No Discussion

Carried

11. Nominations**11.1. Nominations for Vice President:**11.1.1. **Meaghan Gessner** (Nominated by) E. Trethart

11.1.2. Motion to accept the nomination for Vice President.

Seconded: X. Gallardo**Carried**

Meaghan Gessner is declared Vice President by acclamation.

11.2. Nominations for Secretary:11.2.1. **Sarah Szalai** (Nominated by) C. Castellano-Sinclair

11.2.2. Motion to accept the nomination for Secretary.

Seconded: S. Graham**Carried**

Sarah Szalai is declared Secretary by acclamation.

11.3. Nominations for Member-at-large:**11.3.1. Tess Rogowski** (Nominated by) S. Szalai**11.3.2.** Motion to accept the nomination for Member-at-large.**Seconded:** J. Toews**Carried**

Tessa Rogowski is declared Member-at-large by acclamation.

11.4. Nominations for Membership:**11.4.1. Emma Drury** (Nominated by) S. Dumont**11.4.2.** Motion to accept the nomination for Membership.**Seconded:** M. Furer**Carried**

Emma Drury is declared Membership by acclamation.

11.5. Nominations for Professional Development:**11.5.1. Sheryl LaVallee and Dawn-Marie Wilson** (Nominated by) M. MacDonald**Seconded:** M. Gessner**11.5.2. Jennifer Towes** (Nominated by) M. Furer**Seconded:** C. Boscow

Decision went to a vote by secret ballot.

Vote Sheryl LaVallee and Dawn-Marie Wilson are declared Professional Development by majority vote**11.6. Nominations for Public Relations:****11.6.1. Shelby Graham and Jordan Wynychuk** (Nominated by) S. Szalai**11.6.2.** Motion to accept the nomination for Professional Development**Seconded:** B. Muirhead**Carried**

Shelby Graham and Jordan Wynychuk are declared Public Relations by acclamation

Motion:

To destroy the ballots for professional development vote.

Moved: H. Demers **Seconded:** G. Perozuk**Carried**

Nominations were closed.

12. Appreciation and Acknowledgements:**12.1. MAVLI Student Achievement Award**

We typically announce in June, but membership is usually not aware of the winner. We thought it would be nice to announce at the AGM with a bigger audience.

There were 2 applicants this year. The committee reviewed each application to see who was the best fit and it was a close race this year.

The recipient this year is highly involved in the interpreting, Deaf and Deaf-Blind communities. They have excelled in their academic achievements, with a GPA over 4.0. They are a strong ally and is always willing to lend a hand.

The winner this year is Miranda Murphy. Unfortunately, she is not able to attend today, but her mentor, Sarah Szalai accepted on her behalf.

12.2. Vice-President Award:

The Vice-President Award acknowledges a member whose actions have benefited MAVLI. Meaghan Gessner presented the honours:

The recipient this year is on several sub committees and is always willing to help. The winner is Terry Janzen.

11.2. President Award:

The President Award acknowledges a board member and their contributions during the past year. Cindy Boscow presented the honours:

Several people on the board were deserving this year and therefore there are two recipients.

The first person has been involved in the board off and on for many years. Always gives amazing feedback and a unique perspective in discussions. The winner this year is Brenda Rutherford.

The second recipient (but not second place) is always willing to help and offers assistance when others are busy. They are involved in several committees. She completes tasks before we can ask her and predicts the needs of the board. The other winner this year is Sarah Szalai.

13. Confirmation of Acts

13.1. 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 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: C. Boscow **Seconded:** G. Wiebe
Carried

14. Announcements:

14.1. Please take a look at Suzanne's Closet. There are some clothes left. Once students have taken a look everyone is welcome to look. The clothes will stay at Red River College for one week and then the remaining clothing will be donated.

- 14.2. AVLIC conference is in Vancouver, BC, and the CASLI re-envision will be a hot topic. If there are any comments or feedback, please let us know. Also, please make sure to vote or send in a proxy regardless if you are planning to attend or not.
- 14.3. It was asked if there had been any discussion about a name change for MAVLI because of the AVLIC name change. Cindy responded that it is an important discussion and could be brought up by a member to put on next year's AGM agenda.

15. Thank-you

- 15.1. Thank you to the student interpreters and their support interpreter for providing the whisper interpreting.
- 15.2. Thank you for all who came in early to set up the room. We would appreciate some help in cleaning up the space as well.
- 15.3. Thank you to the members who took time to be here today.
- 15.4. Please help yourself to any food leftover.
- 15.5. The door prize was won by Dawn-Marie Wilson.

16. C. Boscow moves for adjournment at 12:24pm