

CIT Board Meeting Minutes
Sunday, June 7, 2026
3 pm PST / 4 pm MST / 5 pm CST / 6 pm EST

I. Roll Call

Attendance: Jenny Gough, Eileen Forestal, Max Williamson and Jose Ovi Velasquez
Excused Absence: Carole Lazorisak
Guest: Dale Wright

II. Call to Order

The meeting was called to order at **3:05 pm PST/6:05 pm EST.**

III. Approval of June 7, 2026 Agenda

<https://docs.google.com/document/d/1VGy1OtNkPtDk1oeW8myouD8Xy9sUn2opgfbKx9vT1Hw/edit?usp=sharing>

IV. Approval of Previous Meeting Minutes: May 3, 2026 and May 15, 2026

1. May 3, 2026 This needs to be corrected. See the revised edition.

<https://docs.google.com/document/d/1p0FcKulOt4JlrXlJh-MDvKlykd224tFilcC5kRvFjJw/edit?usp=sharing>

Vote: Approved

2. May 15, 2026

https://docs.google.com/document/d/1a2O9WRVw33pLgisKqg3dHQVyo1y-rxa-37TlnCvUJ1M/edit?usp=drive_link

Vote: Approved

IV. Officer's Reports:

A. President's Report- *Jenny Gough*

- Created letters of support for RSA, St. Catherine University and N.E. University to support their grant projects and approved the use of

our organization's logo/advertising. Approved at the May 15 Emergency Board meeting.

- Developed and finalized contracts for: (Approved at the May 15 Emergency Board meeting)
 - Lana Coker, Social Media Chair
 - Shanda Miller, CIT & Conference Website Developer
- Continued outreach and collaboration efforts with partner organizations to develop Memorandums of Understanding (MOUs) that strengthen partnerships and support future initiatives.
- Outgoing discussions regarding strategic partnerships, grant opportunities and organizational development projects
- Supported conference planning efforts and worked closely with conference committees and the Board on the selection and recruitment of keynote, endnote, and plenary speakers.
- All invited keynote, endnote, and plenary speakers have accepted their invitations, with the exception of one prospective plenary speaker who has requested a meeting with organizational leadership before making a final decision.
- Continued supporting conference committees and Board initiatives related to conference development, partnerships, and organizational planning.

B. Vice President's Report

Position Vacant

- Temporary redistribution of duties in effect.

C. Interim Secretary's Report- *Eileen Forestal*

- Last month's minutes should be posted by now.

D. Treasurer's Report- *Max Williamson*

CIT Financial Report

Reporting Period Ending June 5, 2026

Account Balance

Wells Fargo Checking Account: \$263,000.36

Revenue Summary

- Memberships: \$2,180.00
- Conference Registrations: \$22,355.00
- Exhibitors: \$0.00
- Sponsorships: \$0.00
- Job Postings & Advertisements: \$0.00
- Webinars: \$0.00

Total Revenue: \$24,535.00

Expense Summary

- DIC 5 Registration: \$450.00
- TSID Flight: \$1,513.20
- TSID Hotel Booking: \$980.38 (for Eileen and Jenny's flights to San Antonio)
- Webinar Expenses: \$170.00 - March 2026
- Mailchimp Subscription: \$27.30
- Conference Hotel Deposit: \$0.00

Total Expenses: \$3,140.88

Financial Overview

Item	Amount
Beginning Balance	\$241,606.24
Revenue	\$24,535.00
Expenses	(\$3,140.88)
Current Balance	\$263,000.36

Highlights

- Conference registration continues to be the primary source of revenue.

- No sponsorship, exhibitor, webinar, or advertising revenue was received during this reporting period.
- Major expenses included TSID travel and lodging, DIC 5 registration, and operational costs.

E. Director of Professional Development's Report- *Carole Lazorisak*

- Working with conference planning and workshops for the conference
- **Project (CITstory)** is being developed to collect brief videos from pioneers and others on what CIT means to them, etc.
- Two spotlight interviews with authors of newly published books are planned: One was completed. One coming up August 19.

F. Director of Communication's Report- *Jose Ovi Velasquez*

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V. Unfinished Business

Need motion to untable the motion #1 , regarding the Early Bird registration costs, made during the May 15 Board meeting. The motion in May 15 Board meeting was tabled due to the need to do further research by the Treasurer to look at potential impact towards revenue from CIT Conference

VI. New Business

1. **Motion: Eileen moved that Motion #1 , regarding the Early Bird registration costs, be untabled for further discussion.**

Seconded by: Max

Rationale: There was a need to make a move on the Early Bird registration costs. The Treasurer was prepared to discuss the impact towards the revenue for the CIT Conference.

Vote: Passed

2. **Motion: Eileen moved that the following conference registration costs be as follows:**

- The Early Bird registration \$570 until August 31, based on membership of CIT. The breakdown for non-membership is the same as outlined in the registration form.
- After August 31, the member rate is \$700 until Oct. 31.
- Afterwards and at the door, \$800 for members.

Seconded by: Max

Rationale: With today's political climate and economy ensuing nowadays, this was felt as a better way to recruit more registration for the conference. The treasurer felt the impact would be minimal; however, we need to be sure of a higher number of registrants for the conference.

Vote: Passed

3. **Motion: Max moved that the day rates for the conference for members be as follows:**
 - \$150 for opening night of the conference - Wednesday, November 4
 - \$375 per day (Thursday, Friday, Saturday)

Seconded by: Ovi

Rationale: This would allow those who wish to come for part of the conference to register, based on membership rates.

Vote: Passed

VII. Public Input, if any participants attending the Board meeting

No comments or questions from guest in attendance.

VIII. Announcements

- I. **CIT Board Meeting:**
 - July 12, 2026
 - August 2, 2026
- II. **Texas Society of Interpreters for the Deaf (TSID):** June 18-21, 2026 in San Antonio, Texas
- III. **Deaf Interpreter Conference 5 (DIC5):** June 22-26, 2026 in Riverside, California

- IV. **National Association of the Deaf:** June 30-July 5, 2026 in San Francisco, California
- V. **Conference of Interpreter Trainers (CIT):** November 4-7, 2026 in Albuquerque, New Mexico
- VI. **No further announcements were made.**
- IX. **Adjournment:** The meeting was adjourned at **4:55 pm PST/7:55 pm EST**