

NOTIS BOARD MEETING MINUTES

Monday, September 18, 2017

Chair: Elise Kruidenier

Board members present: Elise Kruidenier, Shelley Fairweather-Vega, Maria Farmer, Maria-Luisa Gracia Camón, Mary McKee, Olga Cuzmanov, Lindsay Bentsen, Sofía García-Bayaert

Board members not present: none

- I. The meeting was called to order at 7:15 p.m.
- II. **Acceptance of Agenda:** Agenda was accepted.
- III. **Approval of Minutes from August 7:** approved with minor changes from Elise
- IV. **President's Remarks:**
 - a. Next year's board: Please start thinking about candidates – Maria and Olga are interested in helping recruit. Elise can help with ballots. Many board members are at 1 year of 2. Shelley Sofia are at 2-year mark and thus up for reelection if they are interested.
 - b. We need a nominating committee chair.
 - c. We have a new page on the website for volunteering and a list of people who have expressed interest in volunteering.
- V. **Vice President's Remarks:** None
- VI. **New Business:**
 - a. Concern raised by member: Agencies listed in directory displayed for all language combinations and listed alongside individual members. Board discussion: Seems like easiest solution could be to list corporate members by name of the Corporate entity instead of by first and last name of the contact person. Possibly draft language about how to choose a translator (agency vs. individual) to put on our website. Olga will do some research to see what other translator organizations/chapters are doing in regard to this issue. Shelley will research how we might be able to modify the website.
 - b. NOTIS lunch at ATA Conference. Shelley will take point on organizing it.
- VII. **Regular Business**
 - a. **Membership Report** – See report on Dropbox
 - b. **Finance Report** – See reports on Dropbox
 - c. **Website Report** – Shelley /Elise

d. **Social Media Report** – Elise

We've had some good posts and increased visibility! Over 1000 impressions of the Translation Month post.

e. **Marketing & Membership Committee** – Shelley/Mary/Olga

- Job fair post mortem – See Dropbox for financial report. Good feedback and enthusiasm from attendees
- Come up with a list of volunteer opportunities for those who signed up.
- Possibly reach out to members to ask them to complete their profiles

f. **Advocacy Report** – Sofia/Elise

g. **CID Report** – no report this month.

h. **Social Activities Report** – Elise

- Happy Hour hosted by Amazon Crossing on Thursday!
- Other happy hours for fall
- Start planning for holiday party

i. **Court Interpreter Division Report** – Luisa/Maria

- Court Interpreter Division Conference – Event was a success. 102 registrants and extremely high rate of attendance including some on-site registrations. Had to expand the rental area due to space constraints, but volunteers were very helpful.

j. **Translation Division Report** – Shelley/Elise

- Upcoming events
- Tentative Nov. 11 agency panel. Need leads on presenters

k. **Webinar Committee** -Lindsay/Elise

- For Nov or Dec? Bidirectional computing for translators who translate from right-left to left-right.
- Maybe CID webinar?

l. **Linguist Blog Committee** – Elise

Scholarship recipients will post by end of year.

Could also post about the job fair? Post list of companies that attended

j. **Scholarship Committee** – Elise

- Scholarships awarded! Announcement forthcoming!

- Committee learned a lot about the process and developed a metric for determining the winners. For our first year, it went well.

k. **Mentorship Committee** – Olga

Further information forthcoming after ATA conference and consultation.

VIII. Review of Action Items (Status only, and addition of new items)

IX. Housekeeping

a. Review dates next two meetings and locations:

i. October 30th, 2017 – in person at Mary’s house 6 PM

ii. 27th, 2017 – online, Mary will not be available, someone else will need to take notes.

X. Announcements for the Good of the Society

- Maria: In trying to contact people for the job fair, contacted president of the Concierge Guild of Seattle, are we interested in tabling at their industry fair in Seattle at Seattle Rep on October 17, 2017, 5-8:30 pm for \$75.00 4 foot shared table? They’re interested in possibly hiring interpreters/translators for hospitality services. Mary, Shelley, Maria are interested in exhibiting.
- Sofia has stand-up banner for NOTIS that we can pick up from her!

XI. The meeting was adjourned at 8:47 p.m.