

**MINUTES OF THE MEETING OF
THE BOARD OF DIRECTORS OF THE NORTHWEST SOCIETY OF
TRANSLATORS AND INTERPRETERS**

**Saturday, January 22, 2011
Faiza Sultan Residence
Redmond, Washington**

I. Call to Order

The NOTIS Board of directors meeting was called to order at 4:30 p.m.

Present: Acting President Faiza Sultan, Vice-president Kathryn German, Director Louise Morehead, Director Katrin Rippel (Skype), NOTIS Office Manager Jonas Nicotra, Membership Coordinator Rosa Bendezu Allen, Director Paul Natkin, Director Julie Wilchins, Secretary Toby Kawahigashi

II. Acceptance of Agenda

The agenda was accepted with the additional items.

III. Approval of Minutes

The minutes of October and December were approved unanimously as amended.

IV. New business:

Kathryn German moved that the agenda be accepted with the additional business item.

The Motion was seconded and approved unanimously.

Motion was presented:

Kathryn German moved that NOTIS reimburse the expenses to Faiza and Kathryn going to Portland, OR, to talk with the ATA board members at the ATA Board meeting up to \$500.

The Motion was seconded and approved unanimously.

Director Louise Moorhead made reports on MedSIG. Vice-president Kathryn German provided the Chinese SIG report sent by Michelle LeSourd.

V. President's Remarks

President encourages that all board members read the reports beforehand.

VI. Reports

A. Treasurer's Report

[Received]

B. Webmistress' Report

[Not received]

C. Newsletter Report

[Received]

D. Membership Report

[Received] Total of 294

E. Outreach Committee Report

[Received]

F. Program Committee

[Received]

G. Office Manager's Report

[Received]

VII. Housekeeping

Next meeting will be held at Kathryn's residence at 3 pm on February 19. The March meeting is set on March 19 provisionally.

VIII. Announcements for the Good of Society

Meetings were set for the year 2011:

February 19 March 19 May June July
August (Summer Picnic) September October
November (Annual meeting)
December (Holiday Party with WITS)]

VIX. Adjournment

Meeting was adjourned at 7:29 pm.

Respectfully submitted,
Toby Kawahigashi – Secretary

February 5, 2011