

NOTIS BOARD MEETING MINUTES

July 28, 2015

Board Members Present: Kathryn German, Nancy Leveson, Diana Noman, Julie Wilchins, Elise Krudenier, Linda Noble, Fumi Janssen, Irine Kariuki, Lindsay Taylor, María Luisa Gracia Camón

Others Present: Milena Calderari-Waldron, Huyen Martin, Emma Garkavi

Call to order at 7:12 pm

Agenda accepted

Approval of minutes from June 4, 2015 meeting

Considered accepted – no objections

President's remarks by Kathryn

-NOTIS is seeking new board members for up to four slots for 2016. The Nominating Committee is being formed, which must consist of at least one board member and two non-board members. The committee will locate candidates (who must be NOTIS members) and review resumes. It also collect short bios from candidates for the board election.

-Emma will serve on the committee again.

-Julie will serve as the board member.

-We also need to start thinking about officers for next year.

-Naomi has purchased a new NOTIS laptop.

Review of Action Items by Kathryn

Business

Office Manager Report from Naomi (presented by Kathryn)

-277 members as of end of June, including numerous new student members

Program Reports

Social Events by Irine and Huyen

-Picnic & hike went smoothly. About 10 people attended.

-A picnic will be held at Seahurst Park in Burien on Saturday, August 22, from 11 to 2.

-Irine is planning a happy hour in October.

-Huyen has contacted the UW re reserving the Waterfront Activities Center for the holiday party/annual meeting. Will probably be Sunday, Dec. 6. Space will be reserved 11-5. Annual meeting will probably be 12-1, with party to follow.

ITD Report from Saori (presented by Nancy)

-Will be on Sunday, Oct. 4 at Mercer Island Community & Event Center. The ITD Committee is considering four catering options.

-Registration fees will be lower for members / early birds than last year, on a scale comparable to the March interpreter education event.

-Motion by Nancy Leveson: I move that we approve a cap of \$20/person for catering for International Translation Day. Seconded and passed.

-Motion by Nancy Leveson on behalf of Emma: I move that Martin Cross's honorarium be raised from \$250 to \$400. Seconded.

-Discussion of fees versus honoraria, what is customary for NOTIS to pay speakers

-Motion by Linda Noble: I offer an amendment to Nancy's motion, and move that Martin Cross's honorarium be \$335 to reflect that his presentation will be longer than the other two presentations by 33%. Seconded and passed.

-The original motion as amended was passed.

Treasurer's Reports by Fumi

-E-mail her with any questions

Advocacy Report by Milena

-A doctor is needed to serve on the WA DSHS Language Testing and Certification Advisory Committee.

-The WA DSHS online database includes interpreters who passed the written exam, but failed the oral exam, identifying them as "provisionally certified/authorized". This status is not contemplated by the new state regulations. Milena recommends that NOTIS send a letter to DSHS asking them to remove these individuals' names from their database, and include only individuals who have passed both the written and oral exam and are in fact certified.

Website and Outreach Reports

-Refer to written reports

No MedSIG Report

No Court Interpreters Division (WITS) Report

Housekeeping

-We're investigating purchasing a new NOTIS banner for events, which will cost \$30-50. First we need a version of our logo of sufficient resolution. We may purchase a standing vertical sign too, as they are also inexpensive.

Action Item: Julie will contact a graphic designer re preparing print-ready logo.

-There has been a lag in pickup of NOTIS mail. Linda and Kathryn will track down the needed keys. The Board will consider alternative ways of receiving and processing the mail.

-Prayer at NOTIS events. An attendee at the June 27 picnic presented a religious prayer. In the future, if someone initiates a group prayer at an event, members will comment that attendees are welcome to pray on their own but we do not have group prayers at NOTIS events.

-A coffeemaker will be purchased before the holiday party.

Action Item: Committee Chairs will email Julie lists of their duties, so we have them on hand when new people take over chair positions.

-Strategic plan: NOTIS aims to gather information about members' needs and availability to participate in programming, with the eventual goal of creating a strategic plan and an annual budget to better serve our members.

-As an example of an unmet need, Milena notes that interpreters in eastern WA complain about insufficient continuing education opportunities in their area.

Action item: before the next board meeting, Julie will circulate draft membership survey questions to the board for comment.

Next meetings:

-Wednesday, September 16, 7 pm: in-person meeting

-Wednesday, October 14, 7 pm: online meeting

Meeting adjourned at 9:10 pm