

NOTIS BOARD MEETING MINUTES

February 5, 2019

Online 7:08 PM – 8:40 PM

Chair: Shelley Fairweather-Vega

Board members present (in person and online): Melody Winkle, Shelley Fairweather-Vega, Adriana González, Alicia McNeely, Lindsay Bentsen, Luisa Gracia Camón, Maria Farmer, Mary McKee, Olga Cuzmanov, Pinar Mertan, Adrian Bradley

Board members absent: Janet He

- I. **The meeting was called to order at 7:08 p.m.**
- II. **Acceptance of Agenda:** Agenda was accepted with no changes.
- III. **Approval of Minutes from Jan 5, 2018:** approved with no changes
- IV. **President's Remarks:** Naomi's contract has been renewed until January 2020
- V. **Vice President's Remarks:** There is a member outside of our region who has never lived here and joined NOTIS mainly to attend webinars and be listed/use the directory, which means our organization is providing good content and has a good reach!
- VI. **New business:**
 - a. **2019 Budget proposal**

After discussion, the Board considered a motion to approve the 2019 budget. Should we think about having a standard speaker fee amount for speakers?

Motion made and seconded to approve budget and revisit it quarterly.
 - a. **Initial planning for autumn ITD event**

The Board assigned individuals to begin planning (location, featured speakers).

Dates: September 21-22, two-day event, possibly a long day of workshop on consecutive interpreting. See the Action Items spreadsheet for task assignments
- VII. **Regular business:**
 - a. **Membership Report** — See report in Dropbox (1 min)

Our membership numbers are growing!

- b. **Finance Report** – Melody (2 min)
We have good reserves and cash in the NOTIS account
- c. **Webinar Report** – Lindsay (3 min)
We held a well-attended webinar for CID, shortened the viewing period from one month to two weeks to decrease workload
- d. **Website Report** – Melody (1 min)
We could create a map showing the cities where all our members live and have that be a fun infographic on our website.
- e. **Marketing & Social Media Report** – Alicia (2 min)
- f. **Advocacy Report** – No report (0 min)
Alicia attended the WASCLA call and made some great notes about the content of the meeting, Adriana would like to join the WASCLA call next time around.
- g. **CID Report** – No report (0 min)
- h. **Social Events Report** – No report (0 min)
- i. **Legal Division Report** – No report (2 min)
- x. **Translation Division Report** – No report (0 min)
- xi. **Northwest Linguist Report**– Alicia (2 min)
Check out our issue of the NW Linguist!
- xii. **Scholarship Committee Report**– Elise/Alicia (5 min)
The scholarship awards has increased this year, but last year we did not have much time to manage the program, since it was a new program. Motion was made and seconded to increase the budget to \$5000, and was approved.

VIII. Review of Action Items (3 min)

See list of action items in meeting folder.

IX. Housekeeping (2 min)

Review dates for next two meetings and locations:

- i. March 14 (online meeting), 7 p.m.
- ii. April (in person meeting), tbd

X. Announcements for the Good of the Society (2 min)

XI. Adjournment 8:40 p.m.