

NOTIS BOARD MEETING MINUTES

Wednesday February 12, 2020

7:00 p.m. – 9:00 p.m.

Chair: Shelley Fairweather-Vega

Board members present (online) Shelley Fairweather-Vega, Maria Farmer, Olga Cuzmanov, Pinar Mertan, Lindsay Bentsen, Luisa Gracia Camón, Adriana González, Melody Winkle, Yasemin Alptekin, Mary McKee, Laura Friend

Board members not present:

- I. The meeting was called to order at 7:02 p.m.**
- II. Acceptance of Agenda:** Maria Farmer requested a change in the agenda to move the discussion of Legal Division issues earlier in the agenda and allow more time for them. The agenda was so changed.
- III. Approval of Minutes from:** January approved with no changes, approved for November also.
- IV. President's Remarks**
 - a. Naomi has renewed her contract for 1 year
- V. Vice President's Remarks**
 - a. None
- VI. New Business**
 - a. Legal division event is being publicized and speakers finalized. There is an ARCOS event on our NOTIS website calendar that conflicts with the legal division event, despite multiple requests to hold that date for only the legal division event.
 - b. Luisa motions to remove the ad for the Arcos event from our calendar and to inform Arcos that we are removing it from our website, and why. Seconded by Laura. Motion passed, Shelley will contact Arcos and remove it from the website.
 - c. Shelley proposes that NOTIS sponsor the Peace Corps conference for \$1000. Mary motions that we do it, Maria seconded. Motion passed.
 - d. NOTIS has paid for 5 additional emails for institutional use.

- e. Melody wishes to investigate the use of a groups.io group or other mechanism to store and index Treasurer's financial-related emails for easy searching and reference.
- f. Mary will check with Naomi regarding the "website" email address and how to access it.

VII. Regular Business

- a. **Membership Report** – see report on Dropbox
- b. **Finance Report** – see report on Dropbox
 - i. NOTIS has over \$70000 in the bank right now; Melody moved to allow the Treasurer to create a money market account to hold \$50,000. Maria seconded. The best way to manage this initial money market account and future money management plans, including possibly a scholarship endowment plan, were discussed. The motion carried unanimously.
- c. **Marketing Report** – none
- d. **Advocacy Report** – none
- e. **CID Report** - none
- f. **Social Activities Report** — none
 - i. **Kathryn German hosted a Bistro event that was attended by 10 people.** Another event will be held on Feb 25: tips for translators to find and maintain clients
 - ii. **Vicarious trauma session** will be held on a Saturday in Spokane
 - iii. **Vancouver social event** hosted by Maria and Luisa drew 10 people on Jan 31. Some people came from Portland. There may be more people down there who would like to host these events more often.
- g. **Legal Division Report** — see new business
- h. **Translation Division Report** — see info in Dropbox
 - i. Helen Eby's event has been confirmed and registration will open this week.
- i. **Webinar Committee Report** — See report on Dropbox
- j. **Blog Committee Report** — none

- k. **Scholarship Committee Report** — none
- VIII. Review of Action Items** (Status only, and addition of new items)
See above.
- IX. Housekeeping**
 - a. Review dates and locations of next two meetings:
 - i. March online meeting
 - ii. April in person meeting
- X. Announcements**
- XI. The meeting was adjourned at 8:30 p.m.**