

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

Friday, April 5, 2013

In-Person Meeting

I. Call to Order

The NOTIS Board of directors meeting was called to order at 7:25 PM. This was the fourth board meeting of the year 2013.

Present:

President Kathryn German, Vice-president Toby Kawahigashi, Secretary Manbir Kaur, Directors Paul Natkin, Cindy Roat, Office Manager Naomi Uchida, Official Program Volunteer Loretta Lo, Prospective Board Member Saori Sampa

Not Present: Directors Fahmi Slail

II. Acceptance of Agenda

Agenda was approved unanimously.

III. Approval of Minutes of the March 01, 2013 Board Meeting

Minutes were approved unanimously.

IV. Review of action items:

Status of action items was reviewed and updated

V. President's Remarks:

Introduction to new volunteers and potential board members

-Getting more people to join and volunteer.

Perspective Board Member, Saori Sampa: Toby "Translator in New Zealand and very reliable."

Interpreter for the government in New Zealand, lived there for 9 years.

Motion was presented by Toby Kawahigashi:

"I move that we grant the acting board member position to Saori Sampa."

Motion was seconded and approved unanimously.

E-mails about WITS to become one organization, talks have not officially begun.

Need to schedule a time and location to talk about scheduling for International Translation Day.

ATA Liaison and Exam Coordinator- Norma Candia, Volunteer

Annual Report completed, NOTIS will receive a rebate.

VI. Reports

1. Treasurer's/ Budget Committee's Report: Toby Kawahigashi

Report was presented and reviewed.

All receipts need to be scanned to keep track of all expenses. Receipts can be mailed to the NOTIS address with rebate request to obtain refund. Treasurer stated importance of auditor and would like to have another person perform audits and reviews.

2. Webmistress' Report: Katrin Rippel

Posting numerous articles on Facebook and Twitter to provide more attention to NOTIS to all of its followers.

Katrin Rippel is also a member of the Outreach Committee; if information is given to Katrin she will work on recruiting members.

3. Newsletter Report: Kathryn German

April 07, 2013 is the official submission deadline for articles. If anyone has any recommendations to include in the newsletter report, please send them to Kathryn as soon as possible.

4. Membership Report: Naomi Uchida

Total members 185

5. Office Manager's Report: Naomi Uchida

Training Update/Contract

Took close to 20 hours to send the membership cards to NOTIS members. Toby and Kathryn suggested an office party to do this together with volunteers and board members next year.

Office Manager has been receiving many blank calls on the NOTIS phone number, but NOTIS is required to have a phone number.

6. Program and MedSIG Reports: Kathryn German and Cindy Roat

Oregon Medicial Terminology Program cancelled due to board member resignation in charge.

Cindy Roat is exploring the possibility of adding a workshop to the annual membership meeting of the National Council on Interpreting in Healthcare (NCIHC) on June 7th.

Another conference is organized in Toronto in June and is held only once every three years.

VII. Business:

Changes in Rates (Retirees, WITS Members, Others)

-Keeping the rates the same?

-Discount for WITS members

-In the past the discount was \$10.

-Discount of workshop could be implemented but unless we are able to access WITS database to determine if the member is an active member in good standing, it would be hard offer the discount.

-It is also preferential to WITS if we were to offer them discounts.

WITS Proposal for joining forces – Potential Meeting

Comments made by Paul: suggested that it would be easier if the two organizations would merge even though the process is complicated. The process to merge will take approximately one and a half year if it were to take place.

Comments: Suggestion that our efforts are duplicated with WITS and NOTIS is a small organization with a smaller number of members. With WITS our efforts will be combined and possibly get more

done and serve more of the interpreter and translator community.

The merge could interfere with the foundation of the organization as well as the federal requirements. 501C 5's and 501C 6's would require us to dissolve the organization and start with a new organization. 501C3 takes a long time to attain. Would WITS be committed to becoming a LegalSIG or would they want to start off with a new organization?

Comments: Question-why does WITS want to join us?

-There is more energy to offer more workshops.

-The demographics of WITS have changed as they are getting more ATA certified interpreters/translators who are looking to serve more of the community.

-The missions of the two organizations are different, it would be best if the organizations worked together to put on workshops but remain separate organizations.

NOTIS board members will entertain the idea of merging with WITS. More administrative work is involved with the organization that is dissolving which in this case will be WITS.

Need to ask WITS to make a decision about creating a Legal Sig, to what degree is this the option that they want. The other question is whether this will be feasible for NOTIS, right now NOTIS is not equipped for a merger given the available time that the board has for this type of merger.

Motion was presented by Cindy Roat:

"I would like to move that we decline a full merger with WITS at this time."

Motion was seconded and approved unanimously.

NOTIS will not consider a full merger at this time. We will look into the possibility of talking to WITS about other possibilities???

Advertising discussion postponed.

WASCLA Table

Meeting on May 4th and 5th in Wenatchee to put the NOTIS banner and brochures out. WITS offered that if NOTIS cannot attend the event then they will be able to put some applications out for NOTIS on their table.

VIII. Housekeeping

Schedule and Location of 2013 Board Meetings:

May meeting: May 22nd Online

June meeting: June 28th at Toby's house

Kathryn will be out of town June 13-20th for which Toby will be the president.

IX: Adjournment

Meeting was adjourned at 9:49 PM.

Respectfully submitted,
Manbir Kaur – Secretary
Kathryn German-President
May 22, 2013