

NOTIS BOARD MEETING MINUTES

February 22, 2015

Board Members Present: Kathryn German, David Neathery, Diana Noman, Elise Kruidenier, Julie Wilchins, Lindsay Taylor, María Luisa Gracia Camón, Nancy Leveson, Saori Sampa, Fumi Janssen, Thei Zervaki, Irine Kariuki (joined 3:15 pm)

Others Present:

Office Manager Naomi Uchida, Milena Calderari-Waldron

Call to order at 3:01 pm

Agenda accepted

Approval of minutes from January 15, 2015 meeting

Motion by Nancy Leveson: I move we accept the minutes with the change indicated. Seconded and passed.

President's remarks by Kathryn

- Reminder: we are seeking nominees for board and officers for upcoming year.
- Upcoming meeting to review 2015 workshops planned, confirm we're meeting all training needs, consider direction of International Translation Day.

Review of Action Items by Kathryn

Business

Office Manager Report by Naomi

- January was a very busy month.
- As of today, membership is at 206. We're receiving a lot of renewals.
- The NOTIS laptop is 7 or 8 years old, and experiencing frequent problems.
 - MS may offer discounted software to nonprofits.
 - Discussion of purchasing NOTIS external hard drive so we can back everything up in the event of computer failure.
- We'll do research and aim to make definitive decision at March 26 meeting.
- Motion by Lindsay Taylor: I move to authorize Naomi to purchase an external hard drive for NOTIS. Seconded and passed.

Treasurer's Report by Fumi

- Fumi will prepare and submit 990 to IRS.
- Retroactive payment to Naomi will be resolved by executive committee.

ATA report by Kathryn

- Our ATA annual report is complete, so we can submit it and receive chapter rebate.

Advocacy Committee Report by Milena

-Board of Judicial Administration asked legislature to fund and extend AOC Interpreter Reimbursement Program. Now covers 50 out of 250 courts. Would reimburse counties and cities 50% of what they spend on interpreters.

-Milena drafted letter from NOTIS in support of governor's draft budget.

-Board can review and submit any comments to Kathryn/Nancy within next two weeks.

-WA HB 1780: unionization and reform of interpreter services in WA executive branch from Interpreters United. Milena recommends that NOTIS monitor it.

-WA SB 5787: creating a model policy for language access in K-12, how to access interpreters. NOTIS will monitor.

-WA Office of Education Ombudsman: presented report on educational interpreters to state legislature, including recommendation to develop educational interpreter certification standards.

-RFQ issued by WA Dept. of Enterprise Services for interpreters used primarily by DSHS, and optionally by all other state agencies, local governments, and nonprofits. Quotes due 3/19/15, award date 5/1/15. NOTIS will monitor.

Website Report from Katrin (presented by Kathryn)

-New advocacy page has been added, as have profiles of new board members.

Social Media and Outreach Report by Saori

-FB and Twitter – lots of traffic

Marketing Report by Saori

-Please contact Saori if you'd like to participate or know anyone who would.

-Hiring a marketing consultant is not likely to be cost-effective.

-There is no fee to post jobs on our website.

-Julie and Elise will help edit notice to send to potential advertisers.

MedSIG Report from Cindy (presented by Kathryn)

Program Reports

by Saori

-Saori has a lot of volunteers from Bellevue College for International Translation Day. Issue: which direction should we take this year? Huyen will help with venue. We may go with simpler venue.

by Thei

-Proposed workshop on Poetry Translation presented by English/Spanish translator. Will not be language-specific. Participants will do exercises. Evening of April 28.

-We'll aim to add names of local publishers to list of entities to which NOTIS will publicize the possibility of posting jobs on our website.

Court Interpreter Division (WITS) Report from Linda (by Luisa)

- Met 2/19/15. Next meeting 2/24/15. Registration is robust for the March 1 workshop.
- Thomas West presentation will be postponed because of timing conflicts and cost issues. Q1 2016 will likely be a better option.
- Motion by Nancy Leveson: I move we approve we approve the Court Interpreter Division workshop draft budget. Seconded and passed.

Northwest Linguist Report by Kathryn

- Next due date is April 7. Please send Kathryn any submissions.

Housekeeping

- We need to finalize Policies 19 and 20, re event accommodations and membership period for those joining NOTIS at the end of a year.
- Action Item: Julie will present revised draft accommodation policy for March meeting.
- Motion by Julie Wilchins: I move to approve Policy Document 20 on new members' term. Seconded and passed.
- Policy on certificates of attendance – question as to whether we'll issue one if person attends only part of a course. Per AOC, credit may not be granted for partial attendance. Kathryn will revise accordingly for consideration at next meeting.

Next meetings:

- Thursday, March 26, gathering at 6 pm, 7 pm meeting, King County Library in Bellevue.
- Wednesday, April 22, gathering at 6 pm, 7 pm meeting. Location TBD.

Meeting adjourned at 4:55 pm