



ANNUAL REPORT 2021

PRESIDENT'S LETTER

Dear friends and colleagues,

This past year has been a successful one for the Northwest Translators and Interpreters Society. We weathered the rocky year of 2020 well enough to begin 2021 in a strong financial position, and regrouped to focus on improving and strengthening our organization for the future. NOTIS's accumulated experience running online trainings paid off in the form of even more wonderful events this year. Membership rose and membership dues stayed low, we provided scholarships to help members further their professional education, and we opened a new fund to invest in NOTIS's financial future. Another investment in the organization's future came with our hiring of a part-time Marketing and Communications Specialist in 2021 to burnish NOTIS's public image and extend our outreach efforts. NOTIS has already benefited greatly from her work optimizing our website, managing our social media accounts and adding new ones, and running other projects designed to make sure NOTIS has an ongoing, visible, positive presence in the profession and the larger community. Finally, the Board of Directors will gain four new members in 2022 with a diverse range of experiences and backgrounds. The future looks very bright.

NOTIS's geographical presence in our five-state area has felt muted during the pandemic. We nevertheless have our sights set on continued growth, especially outside of the state of Washington. Here in Washington, meanwhile, current and past NOTIS Board members continue to be active on the Washington State Interpreters' Commission and in the new Translation Studies program at the University of Washington; many teach T&I topics at local community colleges. NOTIS has also been in contact with public school districts in various corners of the state. All these connections help us to spread the word about language careers and our professional association. Finally, NOTIS is keeping an eye on the status of DSHS certification for Washington community interpreters.

Our three major programming divisions, focusing on events for translators, legal interpreters and translators, and community interpreters, hit their stride in the virtual world and put on popular, useful events in 2021. Those divisions also worked together to organize our biggest online event yet, "Your Career After Corona," an all-day conference highlighting educational programs, job opportunities, and career paths in the language industry. Next year, as we navigate the transition from virtual to in-person events (as circumstances allow), NOTIS will build on the lessons we've learned so far from this long series of online trainings and meetups. We hope to incorporate the best aspects of online events into our future programming, even when in-person meetings are possible again. Our divisions are always on the lookout for new

speakers and topics, so please let us know what sort of educational or social events you would like to attend or help organize.

This letter marks the close of my sixth year on the NOTIS Board of Directors, and therefore the end of my term. Though I am stepping down as a Board member, I'll continue to be a proud member of this organization, and am confident I am leaving the Society in good hands.

Sincerely,

A handwritten signature in black ink, appearing to read "Shelley Fairweather-Vega". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Shelley Fairweather-Vega
NOTIS President

Northwest Translators and Interpreters Society

Statement of Activity
January - December 2020

	TOTAL
Revenue	
Membership Revenue	
\$15 - Student Membership	585.00
\$45 - Individual Membership	21,015.00
\$50 - Institutional Membership	200.00
\$75 - Corporate Membership	1,125.00
ATA Rebate	2,533.10
Total Membership Revenue	25,458.10
Workshops & Events	
Refunds	-190.00
Workshop Revenue	26,035.00
Total Workshops & Events	25,845.00
Total Revenue	\$51,303.10
GROSS PROFIT	\$51,303.10
Expenditures	
Administrative Service Expenditures	
Bank & Merchant Fees	2,227.67
PayPal Fees	1.95
Total Bank & Merchant Fees	2,229.62
Licenses & Permits	10.00
Office Supplies	154.59
Postal Box Rental	237.00
Software	
Antivirus	154.04
DropBox Cloud Storage	131.99
LogMeIn	1,296.24
MS Office365 Subscription	77.06
Quickbooks	385.00
Survey Monkey	327.00
Wild Apricot	3,135.84
Zoom	197.49
Total Software	5,704.66
Total Administrative Service Expenditures	8,335.87
Education Program Expenses	
CEU Applications	150.00
Printing - Handouts	169.29
Scholarships	2,135.50
Speaker's Fees	15,280.20
Supplies	141.67

Northwest Translators and Interpreters Society

Statement of Activity
January - December 2020

	TOTAL
Travel	
Ground Transportation	44.44
Meals	319.30
Mileage	95.00
Total Travel	458.74
Venue Rental - Workshops	-928.00
Total Education Program Expenses	17,407.40
Independent Contractors	
Bookkeeper	1,041.75
Office Manager Stipend	24,337.50
Tax Prep	475.00
Total Independent Contractors	25,854.25
Marketing Expenses	
Website Hosting & Domain	741.66
Total Marketing Expenses	741.66
Social Events	
Event meals & beverages	23.78
Venue Rental	0.00
Total Social Events	23.78
Uncategorized Expense	0.00
Total Expenditures	\$52,382.96
NET OPERATING REVENUE	\$ -1,059.86
Other Revenue	
Interest Income	4.56
Total Other Revenue	\$4.56
NET OTHER REVENUE	\$4.56
NET REVENUE	\$ -1,055.30

Northwest Translators and Interpreters Society

Statement of Financial Position

As of December 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Banks	
Checking-Wells Fargo	37,499.37
PayPal	-455.00
Savings-Wells Fargo	31,666.03
Total Banks	68,710.40
Total Bank Accounts	\$68,710.40
Accounts Receivable	
Accounts Receivable (A/R)	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$68,710.40
TOTAL ASSETS	\$68,710.40
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	589.50
Total Accounts Payable	\$589.50
Total Current Liabilities	\$589.50
Total Liabilities	\$589.50
Equity	
Opening Balance Equity	0.00
Retained Earnings	69,176.20
Net Revenue	-1,055.30
Total Equity	\$68,120.90
TOTAL LIABILITIES AND EQUITY	\$68,710.40

ANNUAL MEMBERSHIP REPORT

October 2020 to November 4, 2021

Classified by Membership Type

	Corporate	Individual	Institutional	Student	Total
Oct-2021	15	532	5	52	618
Sept-2021	15	522	5	53	609
Aug-2021	14	515	5	54	602
June-2021	14	523	5	51	606
May-2021	14	521	5	50	603
April-2021	14	518	5	48	598
March-2021	13	511	5	47	589
Feb-2021	12	512	5	40	582
Jan-2021	12	522	4	38	588
Dec-2020	13	514	4	36	579
Nov-2020	13	504	4	35	568
Oct-2020	13	505	4	35	569

Last updated November 4, 2021

Respectfully submitted by Olga Cuzmanov for Naomi Uchida, Office Manager/Membership Director

TRANSLATION DIVISION REPORT

In 2021, the Translation Division continued to work in two main areas: (1) organizing online continuing education events for translators of the written word (and three in-person events), and (2) collaborating with affiliated organizations to further NOTIS's mission. NOTIS Board members running Translation Division efforts in 2021 were Shelley Fairweather-Vega, Melody Winkle, Laura Friend, Tarja Sahlsten, and Yasemin Alptekin. NOTIS member Mia Spangenberg contributed to logistics for Northwest Literary Translators events. This year's events featured some extremely well respected trainers and topical experts from across the United States.

Translation Division Events

January 9:	Introduction to Localization, Veronika Demichelis (online, 19 attended)
January 21:	Meet the Translator: Sasha Senderovich (online with Folio)
January 28:	Literary Translation Feedback Forum (online, 11 attended)
March 4:	Literary Translation Feedback Forum (online, 7 attended)
April 2:	The Past and Future of Machine Translation - For Translators, Dan Liebling and Jost Zetzsche (online, 48 attended)
June 17:	Literary Translation Feedback Forum (online, 9 attended)
July 8:	Literary Translation Feedback Forum (in person, 5 attended)
July 24:	WordFast for Translators CAT workshop, Jamie Lucero (online, 7 attended)
August 12:	Literary Translation Feedback Forum (in person, 7 attended)
September 25,	
October 3:	Russian Translation Master Class, Anne O. Fisher and Olga Bukhina (online, 7 attended)
September 30:	Literary Translation Feedback Forum (in person, 3 attended)
October 2:	Your Career After Corona (online, 115 registrants attending at various times)
November 15:	Literary Translation Feedback Forum (online, 12 attended)
December 13:	Literary Translation Feedback Forum (online, 7 currently registered)

New series of Translation Division events

In 2021, the Translation Division conceived of two new series of events: master classes and CAT tool workshops. Master classes are language-specific workshops led by experts, for people working either into or out of English, restricted to a small group to maximize individual attention and feedback. CAT tool workshops are designed as introductions to specific computer-assisted translation tools. The first event in each series was held this year, and the Division hopes to offer master classes in more languages and workshops on more translation tools in 2022.

Northwest Literary Translators

NOTIS's literary translation interest group met nine times, concentrating on Feedback Forums this year. With pleasant summer weather, the group held a few in-person meetings outside, but those were sparsely attended.

Outside of official NOTIS events, Mia Spangenberg organized a lunchtime talk online with Hugo House on October 12 entitled "Ask the Literary Translator," featuring three NOTIS members. Melody Winkle represented the group during a roundtable discussion on literary translator collectives at the ALTA national conference in October.

The Northwest Literary Translators continue to stay in touch through a Facebook group, where posts focus on news and announcements for members with an interest in literary translation. This page is linked to the official NOTIS page and currently has 157 members, up from 143 at the end of 2020.

Plans for 2022

NOTIS will welcome veteran legal translation trainer Thomas West back to our organization for two specialized webinars early in 2022. In response to member feedback that language-specific events are especially helpful, West's webinars will focus on legal translation from French and Spanish. The Division is reviewing some interesting presentation proposals and will continue its series of master classes and tool workshops described above. The Northwest Literary Translators hope to be able to return to their old indoor home, Folio, in 2022, and are looking forward to welcoming Uzbek author and translator Hamid Ismailov to Seattle in April 2021. The literary translation group will also build a collaborative relationship with the ATA's Literary Division and the Author's Guild to offer more informative talks for NOTIS members.

Respectfully submitted by Shelley Fairweather-Vega, Chair

LEGAL DIVISION REPORT

The Legal Division consisted of the following Board members during 2021:
Yasemin Alptekin, Adrian Bradley, Laura Friend, Maria Luisa Gracia de Camon
Pinar Mertan – Co-Chair
Maria Lucas – Co-Chair

Legal Division Events Overview

The Legal Division hoped to be able to organize events in person in 2021. The Washington Administrative Office of the Courts (AOC) had planned to organize two in-person continuing education events, one in the Western district and one in the Eastern district. When it was clear that in-person events such as our yearly continuing education offerings and the NOTIS Conference were not going to take place, and when AOC did not organize any events, the Legal Division in cooperation with AOC organized a webinar to cover the ethics credits requirements for Washington court interpreters plus additional training on remote interpreting. The event was sponsored by the AOC but NOTIS was the organizer. The event was opened to 100 guests according to our Zoom capabilities and the nominal fee charged by NOTIS served to cover administrative expenses and the technical support needed during the event.

There was a concern in regards to privacy raised by some members who in the presenter's survey were asked to include personal information such as name, email address and language. During the following board meeting, the need to create a privacy policy was discussed, and the issue will be addressed by the Board in 2022.

One of our Co-Chairs, Maria Lucas, has been regularly attending the Interpreters Commission meetings via Zoom and keeping NOTIS informed of developments there.

Pinar Mertan was a moderator at the very successful NOTIS Career Day, and Maria Lucas spoke on a panel at that event about how to become a legal interpreter and the challenges this profession faces.

10/31/2021	Remote Interpreting: Performance and Ethics Javier Castillo
	Registered: 105 Revenue: \$1,257.96 Registration fee: \$15 CE credits: WA AOC and OR OJD approved 2 ethics credits, 2 performance credits. ID and CA credits are pending approval.

Looking ahead to 2022

The Division has big plans for 2022. The idea is to organize a continuing education event every quarter, if possible, plus an additional event in cooperation with the Community Interpreting Division.

The Legal Division consisted of the six above-mentioned current and former Board members in 2021 and we are hoping to expand in 2022.

The Division will continue planning events for the year 2022. We anticipate that training will be provided via web sessions for 2022. The Division will observe health guidelines at all times.

Respectfully submitted by Maria Lucas, Division Co-Chair
December 6, 2021

COMMUNITY INTERPRETER DIVISION REPORT

Summary

During 2021, CID organized 19 online webshops for community interpreters, with a total attendance of 650 interpreters located in multiple states and in Canada. The 2021 workshops varied in length between 1.5 and 5.5 hours; a total of 71 hours of training was provided. Continuing education (CE) credits for every workshop were obtained from DSHS, ATA, the AOC, CCHI and — as of recently — NBCMI, the National Board of Certification for Medical Interpreters. Follow-up evaluation surveys showed that participants were generally very happy with these offerings. Please see the chart below for a complete list of CID trainings and the modalities, instructors, attendees and NOTIS revenue associated with each.

NOTIS' 2021 revenue from CID trainings is \$13,186.78 after accounting for the payments to trainers.

Committee Participation

We have had a very active and participatory committee made up of Alma Lopez, Howard Chou, Nada Conner, Yuliya Speroff, Zakiya Hanafi and the incredible Naomi Uchida. The committee met regularly on the fourth Wednesday of each month with the exception of July 2021. Meetings focused on reviewing trainings completed within the last month, responding to concerns that arose, and planning for future trainings. Recently, the committee decided to apply for NBCMI credits as a way to be more inclusive of NBCMI-certified interpreters. While there are only a few dozen NBCMI-certified interpreters in Washington, the ongoing budget-related suspension of DSHS certification will likely lead to an increase in nationally-certified interpreters in our area, necessitating these CE credits.

Financials

The net totals below for each webshop are the result of the gross registration income for each minus the cost of video assistant support and applying for continuing education credits.

Plans for 2022

The CID Committee is actively planning training opportunities for next year. We have received multiple requests to provide in-person training opportunities. In order to meet these requests, we must be able to find facilities that are willing and able to host groups. We have a tentative offer from Confluence Health in Wenatchee, pending continuing pandemic restrictions, to host. In the meantime, we continue planning webshops. These online offerings have allowed us to benefit from trainers located across the country, and have allowed attendees from outside of Washington State to participate. Our plan is to continue with the webshop format for the foreseeable future.

2021 CID WORKSHOPS

Date	Title	Hrs	Location	Instructor(s)	Registrants	Net Income for NOTIS
2/13/2021	Leukemia for Healthcare Interpreters (Russian)	4.5	Online	Yuliya Speroff	23	\$453.18
2/27/2021	Drugs, Alcohol and Fentanyl: Interpreting for Chemical Dependency Patients	3.5	Online	Judit Marin	29	\$534.02
3/6/2021	Ethical Decision Making for Healthcare Interpreters	4.5	Online	Cindy Roat	29	\$480.00
3/27/2021	What You Need to Succeed in VRI	1.5	Online	Eliana Lobo	70	\$945.39
4/17/2021	Social Work for Healthcare Interpreters	3	Online	Yuliya Speroff	30	\$638.04
5/1/2021	Well Baby Visit for Healthcare Interpreters	4.5	Online	Sara Greenlee	30	\$555.54
5/15/2021	Understanding the Language of Neurology - Spanish Specific	4.5	Online	Joe Tein	30	\$440.54
5/22/2021	Virology for Healthcare Interpreters	3	Online	Yuliya Speroff	30	\$518.04
6/5/2021	Stress and interpreting	1.5	Online	Eliana Lobo	60	\$809.44
6/26/2021	Ethical Decision Making for healthcare interpreters	4.5	Online	Cindy Roat	30	\$550.00
7/10/2021	Exploring the World of Community Interpreting: Jobs, Clients and Business Strategies	3	Online	Judit Marin	18	\$111.19
7/17/2021	Understanding the Language of Neurology - All languages	4.5	Online	Joe Tein	32	\$667.97
8/7/2021	Note taking for Healthcare Interpreters	2	Online	Yuliya Speroff	32	\$456.36
9/11/2021	Compassion Fatigue, Vicarious Trauma, and Self-Care for Interpreters	3.5	Online	Yvonne Simpson	32	\$1526.78
10/9/2021	Ethical Decision Making for Healthcare Interpreters	4.5	Online	Cindy Roat	32	\$759.21
11/6/2021	Note-Taking Practice Strategies	3	Online	Yuliya Speroff, Lindsay Bentsen	36	\$802.44

11/13/2021	Understanding Basic Medical Terminology for Interpreters and Translators – For Spanish Interpreters	5.5	Online	Joe Tein	35	\$1125.00
11/20/2021	A Seat at the Table: Everything You Ever Wanted to Know about Tube Feeding	4.5	Online	Sara Greenlee, Megan Greenlee	41	\$892.64
12/4/2021	Understanding Basic Medical Terminology for Interpreters and Translators – For All Languages	5.5	Online	Joe Tein	31	\$921.00
	TOTAL HOURS	71			650	
Total NOTIS income						\$13,186.78

Respectfully submitted by Yvonne Simpson, Division Chair

SOCIAL EVENTS COMMITTEE REPORT

Due to COVID-19, NOTIS could not hold in-person gatherings for our colleagues in 2020. However, we arranged an online party after our annual meeting in 2020, and dozens of people attended this fun event.

For 2021, we decided to organize an in-person picnic. That took place on August 8 at Confluence Park in Issaquah. Due to COVID, many city parks had restrictions as to the number of people and the application process. This park had availability and Issaquah city was flexible about the number of attendees. We had more than 40 people registered, and about 25 people – including most members of the Board – attended the picnic. They reported a fun gathering where our colleagues had a chance to meet in-person as a large group after two years.

We are planning another online party to be held after our annual board meeting in December. This will probably be a one-hour event, like last year, where we will have some games to play and fun ideas to share.

We hope to organize more in-person events for our colleagues in 2022, especially our annual summer picnic and New Year celebration.

Respectfully submitted by Pinar Mertan
Social Events Committee Chair

MARKETING & COMMUNICATIONS REPORT

In June of this year, 2021, NOTIS hired Brianna Salinas as an independent contractor in the role of “Marketing & Communications Specialist” under the supervision of NOTIS board member Zakiya Hanafi. At the monthly meeting in October, the Board of Directors voted to extend her contract for another 12 months, through December 2022.

Social media

Primary objectives for the year included growing and diversifying NOTIS’s presence across social media platforms (Facebook and LinkedIn), opening a new Twitter account (the prior account was unusable), and creating an Instagram page. By the beginning of July, all accounts were up and active. On social media, NOTIS aims to raise awareness and respect for the professions it represents by publishing timely announcements (for our own events as well as those of our friends and partners), member news, calls for papers, and other items that may be of interest to our diverse and growing community of language professionals.

As of November 6, 2021, NOTIS had a total of 1,987 followers on **Facebook**, an increase of roughly 300 since January (1,684). Additionally, our page reach has increased by about 30 percent. Engagement on Facebook ebbs and flows; during #womenintranslation month and in the days and weeks surrounding Career Day, for example, we saw a flurry of activity.

NOTIS’s new **Instagram** page has a total of 93 followers. On average, we post to Instagram about twice per week, including these posts in our “stories” (on both Instagram and Facebook), where we regularly share affiliates’ posts as well.

On **LinkedIn**, our content is more curated and therefore less frequent. Our “listed group” page has a total of 341 members, whereas our “company page” (claimed in October) is up to 51 followers.

NOTIS's new **Twitter** page, while only active for 6 months, has proven to be an excellent networking tool. Since July, we have established a Twitter following of 151 users with an average of 3,000 profile visits per month and 9,800 monthly impressions. Twitter has been a great resource for NOTIS; it is here that we have most actively engaged and communicated with allied organizations and individuals interested in collaborating with NOTIS, especially with regard to literary translation (e.g., Seattle City of Literature, FOLIO, Seattle University, The Simpson Center for the Humanities at the UW, ALTA, and more).

In 2022, we hope to see more active engagement on all of our social media platforms; we aim for them to be a welcoming space for conversation and collaboration. We also endeavor to create and share more personal, individualized content in the coming months, i.e., more member profiles and member news, more photographs and fewer screen shots (pandemic permitting), and the occasional guest submission.

The Northwest Linguist

As in past years, NOTIS aims to publish important news, relevant articles, and other T&I resources in both the online blog (notisnet.org/blog) and newsletter: *The Northwest Linguist*. For the blog, our objective is to collect, write, and solicit material to be posted at least once per month. Since June, NOTIS has published a total of 6 blog posts, including:

- *'Hello' from Brianna Salinas, NOTIS's New Marketing and Communications Specialist*
- *Medical Interpreters in Oregon State Move Forward with Unionization*
- *Translating Disaster*
- *The Remarkable Experience of a First-Time Conference Attendee at the Japan Interpreting and Translation Forum (JITF)*
- *A Belated (but Always Timely) Celebration of Women in & of Translation #Wit*
- *NOTIS Welcomes Four New Members to its Board of Directors!*

In December, NOTIS will release 2021's first and only issue of *The Northwest Linguist* newsletter. The December issue will include:

- *A (Farewell) Note from Shelley, Our President*
- *Musical Chairs, Swinging Doors, Changing Lanes: NOTIS says "farewell" to three members of its board*
- *Hear ye! Hear ye! NOTIS Committee and Division Updates*
- *Academia in Translation: A Conversation with Professors Michael Biggins, Richard Watts, & Heekyoung Cho of the University of Washington's Translation Studies Hub*
- *NOTIS's Virtual Career Day: A Recap*

... and more! As in 2020, this issue of the newsletter will be distributed to our members via email. We will also be sharing a link on social media.

In 2022, we plan to continue publishing the blog and newsletter. We have also discussed distributing shorter quarterly newsletters about upcoming events and other pertinent news items for those members who are less likely to engage with NOTIS on social media.

Please note that members are encouraged to suggest topics and submit their writing for publication in our blog and newsletter. NOTIS always wants to share a more diverse array of voices and perspectives and, in doing so, encourage a broader conversation about translation and interpretation in the Pacific Northwest and beyond.

NOTIS website and special projects

NOTIS's Communications & Marketing Specialist was also brought on to help revise and update the organization's public-facing **website**. She has reformatted a number of pages, added a search function, updated broken and obsolete links, and helped to create new pages for Career Day 2021 and NOTIS's Scholarship Program.

In addition to all that's been outlined above, **special marketing and communications projects for 2022** include: a) the production of a short promotional video for our website and social media, and b) outreach to universities and other educational institutions across the PNW with the goal of attracting new members beyond Washington State and with a particular emphasis on boosting our youth and student membership numbers.

Respectfully submitted by Brianna Salinas
Marketing & Communications Specialist

SCHOLARSHIPS COMMITTEE REPORT 2021

As part of NOTIS's mission to advance the professions of translation and interpretation, we are proud to continue supporting translators and interpreters in their pursuit of professional advancement and continued learning in our shared fields. This is the fifth year of the NOTIS scholarships program, and this year we were able to offer two rounds of scholarships for our members and the community at large. Because of COVID, NOTIS — like so many organizations — held most of its trainings online, so the Scholarships Committee continued to offer scholarships for both online and in-person events. The NOTIS Board provided the Committee with a generous \$5,000 budget. Our marketing specialist Brianna Salinas joined us in our efforts to improve our services. With her help, we were able to improve how scholarship information and announcements appeared on the NOTIS website.

Round One

The first round of scholarship awards took place in spring. In order to reach as many people as possible, we provided scholarships for NOTIS and non-NOTIS trainings, and for both NOTIS members and nonmembers. We capped the stipend amount at \$150 for NOTIS members, and awarded nonmembers \$105 plus a year of NOTIS membership, bringing the total value of their awards to \$150, as well. We reaffirmed our previous decision to limit scholarships awarded to one per person per year. We received 15 scholarship applications from 8 NOTIS members and 7 nonmembers. We awarded scholarships to 5 members and 6 nonmembers for the first round. Winning applicants were notified on May 3, 2021.

Round Two

In addition to training scholarships, the Committee decided to offer conference scholarships of up to \$500 to members for the second round of 2021. We kept the training scholarship amount the same as in the first round (up to \$150 for members and up to \$105 & membership for nonmembers). We announced the second round on September 7, 2021. The last day to apply was September 27, and we notified the winners on October 4. We had 11 applicants for training scholarships and 10 applicants for conference scholarships. Ten training scholarships and 3 conference scholarships were awarded.

Future efforts

The Scholarships Committee plans to continue our program in 2022. We appreciate the NOTIS Board's continued support of this scholarships endeavor, which has provided funds to 25 people. We are pleased to have the community grow while providing support during a time of great need.

Respectfully submitted by Pinar Mertan
Scholarships Committee Chair