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, María 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.