**NOTIS BOARD MEETING MINUTES**

Monday, April 2, 2018

6:00 p.m. – 8:00 p.m.

Chair: Elise Kruidenier

**Board members present (online)** **Elise Kruidenier**, **Shelley Fairweather-Vega, Alicia McNeely, Adrian Bradley, Lindsay Bentsen**, **Melody Winkle,** **Olga Cuzmanov**, **Maria Farmer, Luisa Gracia Camón**

**Board members not present: Mary McKee, Laura Friend, Janet He**

1. **The meeting was called to order at 6:04 p.m.**
2. **Acceptance of Agenda:** Agenda was accepted with no changes
3. **Approval of Minutes from** **March 13**: approved with no changes
4. **President’s and Vice President’s Remarks: none**
5. **New** **Business**
	1. Proposed changes to the bylaws. The proposed amendments were discussed and refined. Shelley moved to put these changes to a vote of the membership pending approval by the ATA. Lindsay seconded and the motion carried.
	2. Issue concerning DSHS ethics credit. Lindsay reported that currently the video meant to meet the one-hour ethics requirement is only 15 minutes long. Elise will consult with concerned members, then write to DSHS to say we’ve had inquiries from our members and ask for clarification about the new video and new policy.
6. **Regular Business**
	1. **Membership Report** – available in Dropbox. Olga will start filing these reports in May.
	2. **Finance Report** – March reports will be available soon. Sherry has created a new report showing budgeted versus actual amounts spent and earned to date, which we’ll now have every month.
	3. **Webinar Committee Report** — The first CID webinar will take place in May. If it goes well, CID plans to use the webinar platform regularly from now on to offer their usual in-person classes in an online format more accessible to everyone.
	4. **Website and Social Media Report** –Member email addresses have been removed from initial search results in an attempt to cut back on spam and fraudulent emails being sent to members. Elise will also check with Wild Apricot about the possibility of adding a captcha during directory searches. Wild Apricot pricing has gone up. Melody has started testing the new mobile app option for iOS which features the Directory and Events and allows registration for events.
	5. **CID Report** – Some Board members and CID members will meet with Judit from NCATA for dinner this week before her Saturday presentation.
	6. **Advocacy Report** – Alicia has attended her first WASCLA phone meeting. She will ask WASCLA what details about monthly phone calls they’d like posted on the NOTIS calendar.
	7. **Social Activities Report** — Picnic space has been reserved for Sunday, August 5. Russian translators and interpreters will meet April 16 in the continuing language-specific social/vocabulary meetup series, and another event is in the works for Spokane.
	8. **Legal Division Report** — no report
	9. **Translation Division Report** — The Literary Translation event in April is filling up and is proving popular with non-members.
	10. **Blog Committee Report** — The blog could feature a series of Q&As with current corporate members. Past attempts to interview individual members were unsuccessful. Alicia will work up some questions.
	11. **Scholarship Committee Report** — Elise is working on cover sheets, application forms, and guidelines. Two rounds of scholarships this year, potentially April and mid-summer, to include more people; $2000 devoted to two ATA conference scholarships, $3000 devoted to multiple tuition scholarships.
	12. **ITD Event Planning** –
		1. **Tentative schedule is set.**Saturday morning we hope to have a simultaneous ethics session for interpreters and a different session for translators.
		2. **Venue.** Alicia will compare venue costs and availability by later this week.
		3. **Budget.** Once the venue is set, the budget can be completed, with food and other details.
		4. **Speakers.** Individual board members will coordinate with individual speakers: Luisa – ethics, Laura – ergonomics, Shelley – contracts, taxes, Elise – agency panel, Mary – Friday job fair/exhibition
7. **Review of Action Items** (Status only, and addition of new items)
No new action items.
8. **Housekeeping**
	1. Review dates and locations of next two meetings:
		1. May 7, 7:00 PM (online meeting)
		2. June (in person meeting) to be determined
9. **Announcements**

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1. **The meeting was adjourned at 7:46 p.m.**