NOTIS BOARD MEETING MINUTES
November 16, 2019
Seattle Central Library
Chair: Shelley Fairweather-Vega

Board members present (in person and online): Shelley Fairweather-Vega, Maria Farmer, Olga Cuzmanov, Pinar Mertan, Lindsay Bentsen, Luisa Gracia Camón, Adriana González, Melody Winkle, Alicia McNeely, Yasemin Alptekin (observing; nominated for 2020 board), Mary McKee, Adrian Bradley

Board members absent: Janet He

The meeting was called to order at 1:48 p.m.

I. Approval of agenda: The agenda was approved with no changes.

II. Approval of Minutes (October 16 meeting)

III. President’s Remarks:
   a. Welcome to board candidates, Yasemin Alptekin and Laura Friend. We will lose Alicia and Adrian Bradley next year.
   b. Update on ATA and ALTA conferences. NOTIS had a strong presence at ATA. Karen T is a great friend to NOTIS. NOTIS is the biggest ATA chapter. NOTIS was also well represented at ALTA.

IV. Vice President’s Remarks:
   a. Bellevue College advisory committee need a new representative. Requires 2 hrs twice a year. Let Lindsay know if you’re interested.
   b. Many thanks to Adrian and Alicia for their service on the board.

V. New Business
   a. Discussion of potential Spanish Writing Workshop (Luisa, Maria)
      They will move ahead with plans to bring Helen Eby.
   b. Holiday Party plans (Maria) Assign volunteer jobs, sketch out schedule for meeting and party. Luisa will find the volunteer spreadsheet. Shelley will bring the Karaoke machine. We will spend $160 on renting AV equipment. We will raffle off a variety of fun gifts. We’ll have something to celebrate 30 yrs of NOTIS. For the business meeting, we’ll need 20 members for quorum. Shelley will print the ballots.
   c. ATA presentations on meetings and ethics (Shelley, Melody)
      Review of ATA presentations. Slides are in Dropbox.

VI. Regular Business:
a. **Webinar Report** – Lindsay. Emoji webinar had 10 people. We will do 2-3 webinars next year. We used GoToWebinar to record the translation tech event, which worked well. The webinar committee needs help – contact Lindsay if you’re interested.

b. **Website Report** – No report.

c. **Marketing & Social Media Report** – Alicia.

d. **Advocacy Report** – No report.

e. **CID Report** – No report. Shelley will ask Cindy about plans for next year.

f. **Social Events Report** – Maria. Vicarious Trauma event went well and will be done again. Will be offered 1-2 times/month. Movie night is coming up.

j. **Legal Division Report** – None.


l. **Northwest Linguist Report** – Alicia. The next newsletter is coming out by Dec 2 or 3. We will have old-timer memory sharing at the holiday party.

m. **Scholarship Committee Report** – None.


VII. **Review of Action Items**

List of action items in meeting folder.

VIII. **Housekeeping**

Review dates for next two meetings and locations:

i. Dec 7 – Annual meeting
   ii. Jan planning meeting (in person)

IX. **Announcements for the Good of the Society**

X. **Adjournment**  4:00 pm