

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.
- k. **Translation Division Report** – Report in Dropbox. Sameh gave a day-length presentation on translation technology.
- 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.
- n. **Membership Report** - Report in Dropbox.
- o. **Finance Report** - Report in Dropbox.

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