

# The OREGON SOCIETY OF TRANSLATORS AND INTERPRETERS

## Board Meeting Minutes

04/13/2015

Board Members Present: Lois Feuerle, Director, Helen Eby, President, Jess Kincaid, Vice-President, Jessica Dover, Treasury, and Elena Werner, Secretary

After determining that a quorum was present, the chair called the meeting to order at 7:00 PM. Helen Eby, the president of OSTI, presided at the meeting, and the secretary, Elena Werner, recorded the minutes.

1. The agenda of the meeting was Budget for Nolan's visit for simultaneous interpreting training workshop in July 2015.

### Points of Discussion:

- a. Helen Eby explained the expenses involved for organizing the workshop and bringing in Mr. Nolan to conduct the training; the number of registrants to satisfy Mr. Nolan's requirements. She also described OSTI board and CE Committee efforts to recruit participants and the process of negotiating with Mr. Nolan regarding the terms of his contract. Helen Eby presented detailed spreadsheet of all the expenses. Refund policy was discussed and the possibility of extending the registration deadline till May 15 or 21.

Members of the board voted unanimously to proceed with the event and continue to advertise it to increase participation. Use the established refund policy for the workshop and work out a standard refund policy for future events. Extend the registration deadline till May 21?

The meeting adjourned at 8:00 PM

Respectfully submitted, by Elena B. Werner