

# The OREGON SOCIETY OF TRANSLATORS AND INTERPRETERS

## Board Meeting Minutes

December 27, 2013

Board Members Present: Helen Eby, president; Jess Kincaid, Vice-president; Lois Feuerle, Director; Elena Werner, Secretary

After determining that a quorum was present, the chair called the meeting to order at 10:30 AM. Helen Eby, the president of OSTI, presided at the meeting, and the secretary, Elena Werner, recorded the minutes.

The agenda of the meeting was to continue discussing and fine-tuning the language of the OSTI By-Laws

Discussion started with incorporating the changes that were discussed earlier on December 20, 2013. Then the remaining portion of By-Laws starting with Article VII was discussed and adopted. Helen Eby provided the bylaw document with all board member comments, submitted prior to the meeting for further discussion. Helen Eby corrected, added or deleted comments as issues were discussed and decided.

Points of discussion:

### Article III: Membership, Section 7: Expulsion

Requirement and procedure for expulsion paragraph d) "violation of the Society's Code of Ethics" was changed to "a felony conviction" after considerable discussion  
Paragraphs h) and i) were switched

### Article IV: Board of Directors, Section 8

Two year term of service for directors will commence on January 1 instead of "upon the conclusion of the election.

See Appendix A Schedule 1 for the term of the current board members

Jess Kincaid, Vice-president; Lois Feuerle, Director; Elena Werner, Secretary will serve the term of one year

Helen Eby, president; Jessica Dover, treasurer will serve the term of two years.

### Article V: Officers, Section 3, Vacancies

Paragraph a) was adopted in the following form "Should there be a vacancy in the Presidency, the Vice president shall succeed to the Presidency and shall serve until the next annual election"

### Section 4, Term of Office

The following option was added for newly elected officers:

“Upon election and until officially taking office on January 1, the newly elected officers are encouraged to attend and participate in the Board meetings as non-voting members (unless they are re-elected Board members, in which case they can vote).”

Article VIII Committees, Section 3 Paragraph a) was added and adopted as follows:

- a) Members, if appointed to a committee, shall be entitled to vote as committee members on any committee business put to a committee vote.

Article IX Amendments to the Bylaws, Section 1 The procedure was adopted in the following reading:

Proposal. Amendments to these bylaws may be proposed by the Board of Directors or by petition of no fewer than thirty percent (30%) voting Members of the Society. Proposals originating by petition shall be submitted in writing to the Board of Directors on whose recommendation they shall be presented to the membership. Notification of proposed amendments must reach individual members no fewer than 15 business days prior to the date of the meeting at which the vote is to be taken.

Article X Parliamentary Authority removing specific version (Revised, Modern Edition) of Robert’s Rule of Order

Signing the BY-LAWS and other issues:

Five copies of the final page have to be issued and signed by the current board members who will send the copies by email to the president so that the OSTI could start the membership drive.

Membership dues in the amount of \$55.00 per year. Application form is ready. Payments by check until we set up a banking system. Create listserv for the board for discussion and communication between board members.

Hold regular meetings for an hour once a month. Regular meeting schedule should be worked out by January 15, pursue the issue by email communication

Meeting adjourned at 11:30 AM.