

Oregon Society of Translators and Interpreters

Minutes of the Board of Directors Meeting

March 22, 2017

1. Meeting was called to order at 7:33 PM.

In attendance:

1. Lois Feuerle - President
2. Jazmin Manjarrez - Vice-President
3. Svetlana Ruth - Secretary
4. Susanne Kraetschmer - Director
5. John Wan - Membership Committee
6. Ben Nunez - Treasurer
7. Jessica Dover - Advocacy Committee
8. Oleg Garmash - Website Committee

2. Agenda was approved unanimously.

3. Minutes of 02/22/17 meeting were approved. In the future minutes will be reviewed by the board members within a week of the meeting. We will also explore the use of google docs for the convenience of use.

4. Old Business

- a. Website Follow-up – Jazmin introduced Oleg Garmash to the Board, a new OSTI member and a Website Committee member. He explained a few options for the website improvements. The membership committee has to work with the website and a separate data base that is not tracking changes automatically and creates a lot of manual steps; hopefully in the future we could automate this process. It is possible but we do not know at this time how much it will cost to create and maintain the new system. Oleg suggested to add videos and success stories to the website and a few other improvements. The website committee will continue its work.

- b. Treasurer's Report - Ben. See the attachments. OSTI expenses increased, but the income from the membership declined. The address on the membership invoice is still Helen Eby's, must be changed ASAP.

- c. Membership Committee Report – John/Emily. It has been suggested to activate the new membership only after receiving payment and then to place the new member on the OSTI member list. Svetlana made a motion that Oleg establishes a way to use PayPal to allow immediate payments through the website for new memberships and renewals. In the future the website materials might be separated for members and non-members. The database was transferred from the previous website hosting but additional work had to be done manually. Oleg suggested posting a welcome message on the web when new members join or renew at the end of each month. Emily improved the template letter to the members regarding renewal of the membership dues.

- d. Advocacy Report:

- i. OPDS/PDSC – Jessica Dover put a lot of work into this important advocacy project. She told us how it all took place. The good news is the increase of the rates for the interpreters, but the travel time is not addressed appropriately yet. Perhaps more work could be done in the future.

- ii. ACA – Lois updated the Board on the successful endeavor of the letter written to the

congressman.

iii. Workers' Comp – Lois/Jazmin. Although they were not able to attend the meeting, both Lois and Jazmin submitted written comments.

e. Report on "Mindful Wellness" CE on April 10 – Svetlana reported 2 CE Units were approved by ATA, OJD, OHA. For future events we shall ask the attendees to indicate if they want a letter of attendance and a \$10.00 fee will be charged to non-members.

f. OHCIA Outreach – Svetlana/Jazmin informed the Board of the very successful interactions with interpreters during the job fair.

g. Posting the committee and blog post guidelines will be discussed at the next Meeting.

h. Report on Eastside Meet-up – Emily/John: 14 people attended, there were inspiring conversations, friendly chats over dinner, sharing experiences, welcoming new and returning members. Pictures of the event were posted on the FB page.

5. New Business

a. Membership issues

i. Proof of membership was discussed.

ii. Handling CE events. If non-OSTI members attend educational events and would like to receive a letter of attendance for keeping records of CE units, they will be asked to pay a \$10.00 fee.

b. Conference Planning

i. OHSU Report - Lois confirmed a space holder at OHSU for 09.10.2017 conference. OHCIA agreed to hold their conference in August. WASCLA will have a conference in October. Jazmin inquired at the Warner's Pacific University about space availability. Tuality is very expensive. We are still waiting to hear from Providence. Lois and Jessica will check with the neighborhood associations.

ii. Conference Committee. An announcement will be sent to all members for volunteers. Susanne will send it.

iii. Theme, presentations. The Board will send a call for ideas for the theme of the conference. Susanne will send this.

c. OSTI Activity Planning

i. May Event – Jazmin. OHA, NBCMI, CCHI presentation about certification process for medical interpreters was tentatively set, but the dates need to be confirmed.

ii. Update on Out-of-town planning – Lois stayed in touch with members from Bend, an event will be planned in the future.

d. Nominating Committee will be discussed at the next meeting. Susanne will send an announcement to the members to volunteer. All details regarding the nominating committee will be discussed at the next meeting.

i. Appointments

II. Schedule

e. An announcement will be sent out to our members regarding the Oregon Council openings as soon as they have finalized the application online.

7. Next meeting date is April 26, 2017 at the same location.

8. Adjournment at 9:40 PM.