

**Oregon Society of Translators and Interpreters**  
**Minutes of the Annual Board of Directors Meeting**

**September 08, 2017**

at Belmont Library, 1038 SE Cesar Chavez Blvd, Portland 97214

1. The meeting was called to order at 4:10pm.

In attendance:

1. Lois Feuerle - President
2. Jazmin Manjarrez - Vice President
3. Svetlana Ruth - Secretary
4. John Wan - Membership Committee
5. Jessica Dover - Advocacy Committee
6. Susanne Kraetschmer - Director
7. Emily Safrin - Membership Committee
8. Helen Eby - member
9. Jeanette Poston - member
10. Sarah Symons Glegorio - member
11. Ben Nunez- Treasurer
12. Katharina Jones - Education Committee

2. Agenda was accepted.
3. Minutes of 8/23/17 meeting were approved.
4. The year in Review

**Conference Committee** - Jazmin reported that 1700 people were reached regarding the conference through Mail Chimp. A Call for papers had a goal of 12 speakers, the response was very active and we were able to choose presentations that would be most suitable and interesting for OSTI. We were able to gather \$2000.00 in sponsorship from OHA, and 3 more sponsors contributed \$350.00 each. We switched to PayPal to have faster access to the money. As of today 107 people are registered to attend the conference. Between \$4000.00 and \$ 4500.00 is expected in revenue. A question from the present members regarding the price of attending the conference has been answered in detail. Another income generator is the Healthcare Interpreter Ethics Boot Camp that is expecting 18 or more people. A projector, a screen, and other necessary equipment have been purchased for OSTI, today at the meeting we are using this equipment already.

**Membership Committee** - Emily presented the PowerPoint created by John, which has a table representing different counties, different languages (13 in total). John continued with an update on the progress made in the membership process, particularly

automated sign up, renewal, password reset, and payment process that will ease the work of the committee. Member profile improvement has been made, specifically requiring accurate information about certification of the members. Newsletter to non-members is being created and implemented.

**Advocacy Committee** - Jessica reported progress on the project with OPDS/PDSC, a letter was signed by 80 individual interpreters and OSTI, which contributed to the raise of the rate. Unfortunately at the same time OPDS/PDSC also unexpectedly changed the calculation of the travel time, which has a very negative impact on the bottom line for interpreters who work with OPDS/PDSC. A second letter written by Courtney Acostagrates and Adrian Arias was signed by many and will be addressed at the Commission meeting in September. Lois highlighted the good work by Adrian Arias and Heidi Schmalz. Regarding Workers Comp, the project is continuing, updates will be presented to the Board as they appear. Both OSTI's President and Vice President submitted written comments to the Workers' Comp Board. Heidi was working on the special project on the Affordable Care Act, letters were sent to the entire Oregon Congressional Delegation, especially Rep. Greg Walden, who favors the repeal.

**Education Committee** - Lois presented the work Katharina Jones did and acknowledged her tremendous effort that resulted in all the CEUs approved by 8 separate entities.

**Nominating Committee** - Helen reported on behalf of Heidi, who started by reviewing the Bylaws, setting the necessary parameters, approaching potential candidates, used the existing ballots for the next voting opportunity at the annual OSTI conference. Every person who submitted the application was accepted.

**Website, Facebook & Social Media Report** - Jazmin reported on the process and progress of creating the new website and obtaining our own server. We were able to generate more traffic to the OSTI website. Facebook has been very successful; right now we have about 305 followers on social media, which is about 4 times more than in April 2016.

**Outreach activities** - Lois reported on the upcoming project with Vancouver Public Schools iTech Preparatory. Another form of outreach is OSTI's presence at the job fairs and annual conference of OHCIA under mutual agreement.

**Publication plans** - Jessica is working on the monthly newsletter planned for early 2018.

**Treasurer's Report** - Ben presented the table comparing the 12 months of last fiscal year to the 7 months of this fiscal year.

**Year's Activities** - Lois presented the list of activities by month:

January - New Year/ Christmas Party

March – Eastside Meet-up

March – OSTI Table at the OHCIA Job Fair

April – Mindful Wellness, Portland

May – OSTI Table at the OHCIA Job Fair

June –Westside Meet-up

August – OSTI Table at the OHCIA Job Fair

August – Mindful Wellness, Salem

September – OSTI Conference

September – ATA Exam

September – Medical Interpreter Ethics Boot Camp

September – OSTI Table at the OHCIA Conference

October – Co-sponsor Palliative Care with Central Oregon CC in Bend

## December – Xmas Party

5. Recognition of the Conference Chair and the Conference Committee - Lois thanked Jazmin at the meeting and confirmed that all the volunteers will be recognized at the conference.
6. Recognition of other Volunteers - Lois stated that at the Conference volunteers will be recognized by names.
7. Introduction of the Candidates, who will present themselves at the Conference. There were no questions for the Candidates.
8. Members commented on great job of the Committee Chairs, were grateful for the new equipment. Thanks were given to outgoing members, Ben and Jazmin. A question was asked regarding the exchange of the positions; it is proposed to review the Bylaws to make the transition smoother and the new Treasurer-elect and Vice President-elect will be able to start working in those positions immediately.
9. Adjournment at 5:32 pm.