

Oregon Society of Translators and Interpreters

Minutes for the Board of Directors Meeting

November 8, 2017

1. Meeting was called to Order at 7:38pm

In attendance:

1. Lois Feuerle - President
2. Sarah Symons Glegorio, Treasurer-elect
3. Svetlana Ruth -- Secretary
4. Emily Safrin - Membership Committee
5. Susanne Kraetschmer - Director
6. Jessica Dover -- Vice President-elect

Not present:

1. Ben Nunez, Treasurer
2. Jazmin Manjarrez - Vice-President

2. Agenda was approved

3. Minutes of 09.27.2017 meeting were approved after clarifications

4. Old Business

a. Christmas Party December 9 – Susanne will be responsible for beverages. Lois will post “Save the date” message. Susanne will create an event on the Eventbrite site to know how many people might attend and to ensure a varied potluck. John will send Susanne an updated member list to Susanne so she can send out the Eventbrite invitation.

b. Treasurer’s Report – Ben is not present, so the report will be presented at a later date.

c. Membership Issues – Emily reported that MemberPress needs to be completed, she will confirm with John whether an expert needs to be hired and where we are in the process. Emily will communicate with the members who choose to exit OSTI membership with a feedback request.

d. Advocacy Update – Jessica reported that at the time Adrian reported no new developments on OPDS/PDSC. She said that she is considering attending the Worker’s Comp meeting on November 27 even though that would mean passing up work, but she will provide the Board with talking points so that we can submit written comments both individually and as the Board. She has been working with Joan Milligan on this. Jessica will send the notes for all members and Joan Milligan to add their written comments by November 17.

e. Trifold Timeline – Susanne reported that previous volunteers are not available to complete the project, so now the Board will review the existing version and make suggestions. Everyone shall respond with comments and suggestions before the next Board meeting. Lois will send the Board copies of the various brochures she picked up at the ATA conference as possible inspiration. Susanne will send out the old OSTI trifold

along with comments to the old and new board as well as the membership committee to have a reference point. We may consider 2 trifold versions; one for T&I buyers and another for T&I professionals.

f. Report on Fall Meet-up in Eugene – John had a very successful meeting in Eugene, and we had a well-attended dinner celebrating International Translation Day.

5. New Business

a. Review & sign Conflict of Interest policy - Jazmin is not present, so the Board will return to signing the Conflict of Interest statement and voting at the next meeting. Board members shall represent OSTI appropriately without including their personal business links.

b. Transition to new officers – Jazmin & Ben will connect with Jessica and Sarah before the next board meeting to discuss all the details of passing information, obligations, and activities planned and to safeguard a smooth transition.

c. Status of 501(c)(3) filing – Lois wrote a report about the meeting with David Cardona. In principle, she stated that the discussion continues regarding the goals of OSTI and the next steps. Sarah will verify if OSTI is still eligible for 501(c)(3) application.

d. Spam filter - Lois reported that the previously used spam filter has expired, but since currently OSTI is using a different platform for its listserv, it has no need for the previous spam-filter service.

e. New Palliative Care workshops in Medford & Salem – Lois informed the Board that the workshop in Medford will take place March 31. OSTI members will partake in teaching the workshop, and the event will be free for all to attend. The workshop in Salem will be organized and presented by an OSTI member a week earlier and will cost \$15 to attend in order to reimburse the presenter for gas and travel time. Both cosponsorships of the two full-day workshops in Medford and Salem will have no financial impact for our organization. The Board approved both workshops.

6. Other Business - Lois suggested that the possible medical writing presentation previously discussed might be a good spring CEUs option. Jessica will look into fixing the calendar on OSTI website to include all past and future events.

7. Next Meeting Date is set for December 13 at the Sylvan Heights location if the space is available.

8. Meeting was adjourned at 9:30 pm