

Oregon Society of Translators and Interpreters
Minutes of the Board of Directors Meeting
December 13, 2017

In attendance:

Lois Feuerle - President
Sarah Symons Glegorio - Treasurer-elect
Svetlana Ruth - Secretary
Emily Safrin - Membership Committee
Susanne Kraetschmer - Director

Absent:

Jazmin Manjarrez – Vice President
Jessica Dover – Vice President-elect
Ben Nuñez - Treasurer

1. Meeting was called to order at 7:30 pm.
2. Agenda was approved.
3. Minutes of 11/08/17 Meeting were approved.
4. Old Business
 - a. Discussion of possible venues for 2018 BoD meetings – Meetings will be held on the same schedule (the fourth Wednesday of every month), every other meeting will be remote, the first remote meeting will be in January. On January 15, the Board will test the conference call system via Skype. Lois will find a venue for February, Sarah for April.
 - b. Christmas Party Report – Lois & Susanne: the party went well. The unreasonably short notice of a cost for the venue and payment arrangements was not appropriate and must be planned in advance in the future in accordance with the bylaws.
 - c. Treasurer's Report – Ben and Sarah will connect for the exchange of roles and information.
 - d. Lois will contact Dana to inquire about becoming a Conference Chair and collecting information from Jazmin with her experience and suggestions from the last conference.
 - e. Membership Issues – Emily & John met and discussed progress on Member-Pass. By the January meeting John will confirm the team of specialists working on the program, the estimate of cost for the Board to approve, and an estimated time for project completion.
 - f. Advocacy Update – Jessica posted a detailed update on the OSTI Google Group platform for all the members to read and comment.
 - g. Conference Evaluations – Emily reviewed suggestions and reported an overwhelmingly positive response from the attending members. Things to improve for the future or consider: ADA accessibility at the venue, better access to information on the OSTI website regarding conference schedule, speakers' bios, and subjects of the pre-

presentations. The survey should be available on the day of the conference and emailed to all attendees the same day. Conference chair should have access to the website to input timely updates. At least one session on translation and one on interpreting should be scheduled for each time slot. Timeliness for the start of the event should be prioritized. Include more specific topics for the presentations.

h. Trifold Timeline Progress – We will continue developing ideas and report in January.

i. Collect information for new business cards – Lois will have business cards with the president’s name, and there will be a general card for OSTI.

j. Collect any signed Conflict of Interest documents not yet submitted – Jazmin did not send a report at this time, so the subject will be addressed at the next meeting.

5. New Business

a. Report of Transition Meetings by new officers – Jessica & Sarah have not met yet; the report will take place at the next meeting.

b. 501(c)(3) filing: Decision - work with David Cardona’s contact or other options – All

Discussion postponed until next BOD meeting when the full Board is present

c. Tentative Calendar of OSTI Activities for 2018

January 23 – Ethical dilemmas for interpreters

February – Social dinner & Book Fair (OJD Books)

March – Medical Writing

March 17 – Palliative Care in Salem + possibly dinner on Friday

March 31 – Palliative Care in Medford. Jeanette Poston is planning a dinner Friday night and an Ashland theater Saturday night or brunch on Sunday.

April – ATA Translation Certification prep in Eugene

June – Summer Picnic

d. School Visit – Columbia River High School – Volunteers/Projects: translation projects are offered to Spanish Translators in the second semester about “Nutrition info for Burgerville,” “Parent info for Boys & Girls Club” and “Fire Prevention PSA.”. Possible time slots for volunteers are Tuesdays and Thursdays 2:40 - 4:00, Fridays 3:00 - 4:00. We will clarify whether the translation is English to Spanish and Spanish to English and make an announcement to the members.

6. Other New Business

7. Next Meeting will take place on January 24 and will be a conference call.

8. Adjournment at 9:22 pm.