

**Meeting of the Board of Directors
American Translators Association
Tentative Agenda
Embassy Suites
Alexandria, Virginia
April 13-14, 2019**

ATA Mission Statement

The mission of ATA is to benefit translators and interpreters by promoting recognition of their societal and commercial value, facilitating communication among all its members, establishing standards of competence and ethics, and educating both its members and the public.

Welcome to the ATA Board of Directors Meeting

The meeting is open to the public, however, except for past presidents, meeting attendees may not participate in the Board discussions. Comments from the general membership are solicited at the end of the session each day. Please do not use this time to market any products or services to the Board. For more information, please see the ATA Board Meeting Guest Guidelines.

Note: Agenda items in italics require Board action.

Saturday, April 13

- 9:00 a.m. Call to Order – *McKay* (5 minutes)

- 1. 9:05 a.m. *Approval of Agenda – McKay* (5 minutes)

- 2. 9:10 a.m. Approval of the Minutes – *McKay* (5 minutes)
 - A. *February 2-3, 2019 Board of Directors Meeting*
 - B. Board Meeting Summary

- 3. 9:15 a.m. President’s Welcome and Remarks – *McKay* (5 minutes)

- 4. 9:20 a.m. February Board Meeting Follow Up and Requests for Information – *McKay* (10 minutes)

- 5. 9:30 a.m. Reports Requiring No Board Action – *McKay* (20 minutes)
 - A. Committee Reports
 - 1. Business Practices Education Committee
 - 2. Chapters Committee
 - 3. Education and Pedagogy Committee
 - 4. Ethics Committee
 - 5. Government Relations Committee
 - 6. Interpretation Policy Advisory Committee
 - 7. Mentoring Committee
 - 8. Standards Committee

B. Division Reports

1. Audiovisual Division
2. Dutch Language Division
3. Educators Division
4. French Language Division
5. German Language Division
6. Government Division
7. Interpreters Division
8. Korean Language Division
9. Language Technology Division
10. Law Division
11. Medical Division
12. Nordic Division
13. Portuguese Language Division
14. Science and Technology Division
15. Slavic Languages Division
16. Spanish Language Division
17. Translation Company Division

C. Other Reports

1. American Foundation for Translation and Interpretation
2. International Federation of Translators
3. Joint National Committee for Languages
4. Workcred Initiative

6. 9:50 a.m. Treasurer's Report – *Milan* (20 minutes)
 - A. Minutes from the January 31, 2019 Finance and Audit Committee Meeting
 - B. Report
7. 10:10 a.m. Headquarters Report – *Bacak* (20 minutes)

10:30 a.m. Break (15 minutes)
8. 10:45 a.m. Governance and Communications Committee – *Wozniak* (30 minutes)
 - A. Committee Report
 - B. *Proposal to Approve Sending to the Membership Proposed Revisions to the Articles of Incorporation*
The Board will vote on a proposal to approve sending to the membership proposed revisions to the Articles of Incorporation.
9. 11:15 a.m. Certification Committee – *McKay/David Stephenson* (45 minutes)
 - A. Committee Report
 - B. Certification Program Discussion
Certification Committee Chair David Stephenson will discuss various aspects of the Certification Program with the Board.

- 12:00 p.m. Lunch
- 12:45 p.m. Optional HQ Tour/Break (45 minutes)
- 1:30 p.m. Study Session: Mentoring (45 minutes)
The Board will go into a study session to discuss mentoring.
10. 2:15 p.m. Membership Committee Report – *Sánchez Zampaulo* (20 minutes)
The Board will be briefed on the Membership Committee's activities.
11. 2:35 p.m. Divisions Committee Report – *McKay* (30 minutes)
The Board will be updated on the Divisions Committee's activities as well as continue the discussion on division administration from the February Board meeting.
- 3:05 p.m. Break (15 minutes)
12. 3:20 p.m. Public Relations Committee Report – *Bodeux* (20 minutes)
The Board will be briefed on the Public Relations Committee's activities.
13. 3:40 p.m. Ad Hoc Website Committee Report – *Tkaczyk/Bacak* (15 minutes)
The Board will be updated on the redesign of the website.
14. 3:55 p.m. Association Management Software Report – *Bacak* (15 minutes)
The Board will be updated on getting Association Management Software.
15. 4:10 p.m. *Proposal to Approve the Appointment of the 2019 Alexander Gode Medal Award Committee – McKay* (5 minutes)
The Board will vote to approve the appointment of the 2019 Alexander Gode Medal Award Committee.
- 4:15 p.m. Remarks from the General Membership (15 minutes)
This is the time when meeting attendees may share their opinions and comments with the Board.
- 4:30 p.m. Adjourn Meeting for the Day

Dinner on your own

Sunday, April 14

- 8:30 a.m. Call to Order – *McKay* (5 minutes)
16. 8:35 a.m. Honors and Awards – *McKay/Tkaczyk* (25 minutes)
A. Committee Report
B. Study Session Follow Up
The Board will discuss follow up plans from the Honors and Awards study session at the February Board meeting.
17. 9:00 a.m. Professional Development Committee – *McKay* (20 minutes)
A. Committee Report
B. Law Seminar Final Report
The Board will review the Law Seminar Final Report.
18. 9:20 a.m. Ad Hoc Compensation Survey Committee Update – *Koby* (15 minutes)
The Board will be updated on the compensation survey project.
- 9:35 a.m. Break (15 minutes)
19. 9:50 a.m. Annual Conference – *Wozniak/Milan* (25 minutes)
A. Update
B. 2019 Annual Conference Registration Fees Discussion
The Board will discuss the registration fee for the 2019 Annual Conference.
20. 10:15 a.m. Proposal to Approve the 2019-20 Working Budget and the 2020-22 Draft Budgets – *Milan* (20 minutes)
The Board will vote to approve the 2019-2020 working budget and the 2020-22 draft budgets.
21. 10:35 a.m. Comments from the Membership – *McKay* (5 minutes)
22. 10:40 a.m. Location and Date for the Next Board Meeting – *McKay* (5 minutes)
23. 10:45 a.m. Any Other Business – *McKay* (5 minutes)
- 10:50 a.m. Remarks from the General Membership (10 minutes)
This is the time when meeting attendees may share their opinions and comments with the Board.
- 11:00 a.m. Adjourn meeting

###

Thank you for attending!