

BOARD MEETING SUMMARIES

ata American Translators Association
The Voice of Interpreters and Translators

Board Meeting Summary

ATA Board Meeting, Portland, Oregon, November 2-3, 2024

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its November 2024 meeting, the Board:

- Approved the minutes of the July 2024 Board Meeting
- Welcomed the newly elected members of the Board: Andy Benzo, President-Elect, and board members Jessie Liu, Romina Marazzato Sparano, and Jaime Russell (three-year terms) and Isabel Asensio (one-year term)
- Reviewed Robert's Rules of Order
- Reviewed the Headquarters Report
- Appointed Interim Executive Director Aleckna as a non-voting member of the Executive Committee as required by Article VI Section 1 of the Bylaws
- Reviewed the Treasurer's Report
- Approved a supplemental budget submitted by Treasurer Robin Bon throne, requiring a review of expenditures with the intent to reduce expenses. This budget includes the following dues increases due to inflation:
 - o Active, Associate, and Corresponding members to \$281 per year
 - o Life members to \$146 per year
 - o Institutional members to \$339 per year
 - o Corporate members on a sliding scale based on annual revenues:
 - Up to \$5 million: \$500 per year
 - \$5 million to \$25 million: \$1,000 per year
 - \$25 million to \$50 million: \$2,500 per year
 - Above \$50 million: \$5,000 per year
 - o *Decreased* dues for Student members to \$99 per year
- Heard an update on the 65th Annual Conference presented by President-Elect Andy Benzo
- Reviewed reports from ATA's Committees, ATA's Divisions, ATA's non-profit American Foundation for Translation and Interpretation (AFTI), the AI Task Force, the Special Interest Group Task Force, and the Financial Translators Special Interest Group
- Heard the report of the Special Interest Groups Committee
- Established Special Interest Groups as an ongoing structure within ATA under the Divisions Committee
- Adopted SIG guidelines
- Granted the German Language Division \$450 in funding to subsidize the cost of covering expenses for an Invited Speaker to attend a German Language Division workshop to be held in Vienna, Austria, in February 2025
- Appointed Karen Leube as a member of the Divisions Committee

- Appointed Geoff Koby as Deputy Chair, and Analía Bogdan, Christina Greene, and Robert Sette as members of the Governance and Communications Committee
- Appointed Heidi Cazes Sevilla, Judy Jenner, and Daniel Sebesta as members of the Nominating and Leadership Development Committee
- Appointed Christina Greene as a member of the Virtual Conference Task Force
- Discussed items requested by the Business Practices Education Committee regarding Board and attorney review of new interpreter model contracts, and regarding Board feedback on potential a BP Online Resource Library
- Reviewed a draft resolution from the DEIAB Task Force regarding Alignment with ATA Values and Actionability
- Discussed items requested by the Strategy Committee regarding recommendations for changes to the Annual Conference
- Heard remarks from attending members

Board Meeting Summary

ATA Board Meeting, Online, February 10, 2024

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its February 2024 meeting, the Board:

- Adopted the Board agenda.
- Approved the minutes from the October 26, 2023, Annual Meeting of Voting Members, the October 27, 2023, Annual Meeting of All Members, and October 29, 2023, Board of Directors Meeting.
- Reviewed follow-up items from the previous Board meeting.
- Reviewed reports received from various ATA Committees and Divisions and the American Foundation for Translation and Interpretation (AFTI), the results of the Machine Translation Post-Editing (MTPE) Study sponsored by ATA, and a report from the AMTA (Association of Machine Translation in the Americas) Conference.
- Reviewed minutes from the October 28, 2023, Finance and Audit Committee Meeting.
- Reviewed the Treasurer's report covering ATA's financial performance for first and second quarters of FY2023-2024 and showing a current deficit of \$22,000.
- Reviewed the final audit report from ATA's auditing firm.
- Approved the appointment of Jaime Russell to the Finance and Audit Committee.
- Received the annual conference update from President-Elect Koby.
- Received the Headquarters Report from Executive Director Kelli Baxter including the status of the Association's new Association Management System (AMS) and resuming Active Member audits.
- Heard an update from Advocacy Committee Chair Ben Karl.
- Approved the appointment of Rachel Echeto to the Advocacy Committee.
- Reviewed the Business Practices Education Committee report.
- Approved the appointments of Anne Connor and Britta Noack to the Business Practices Education Committee.
- Reviewed the Strategy Committee report.
- Approved the appointment of Elizabeth (Liz) Herron-Sweet to the Strategy Committee.
- Heard historical context about the Basic Credential from President-Elect Koby.
- Heard an update from Divisions Committee Chair Andy Benzo.
- Approved the appointment of Giovanna Lester to the Divisions Committee.
- Reviewed the Honors and Awards Committee report.
- Approved the appointment of Tim Gregory to Honors and Awards Committee.
- Heard an update from Certification Committee Chair David Stephenson.
- Approved the policy adopted by the Certification Committee concerning the 2024 Language Chairs meeting.
- Heard from President-Elect Koby about the updated ATA Reimbursement and Honoraria

Policy.

- Approved the ATA Reimbursement and Honoraria Policy.
- Approved rescinding the superseded Conference Volunteer Reimbursement Policy and the General Travel and Expense Reimbursement Policy.
- Heard an update from Education and Pedagogy Committee Chair Yasmin Alkashef.
- Approved the appointments of Chaowei Zhu and Cecilia Marrugo to the Education and Pedagogy Committee.
- Heard an update from President Demichelis about the 2024 ATA virtual conference being postponed until 2025.
- Approved creation of an ATA Virtual Conference Task Force to plan the next ATA Virtual Conference.
- Discussed a possible task force to provide a recommendation on an updated ATA tagline. Decided further discussion was needed before creation of the task force.
- Discussed creating a task force Diversity, Equity, Inclusion, Accessibility, and Belonging.
- Approved creation of an ATA Task Force to explore an updated ATA statement on Diversity, Equity, Inclusion, Accessibility, and Belonging.
- Discussed possible collaboration between ATA and other T&I associations and entities.
- Heard remarks from two members present.
- Discussed the location and date for the next Board meeting, to be held in Alexandria, VA, April 27 to 28, 2024.

Board Meeting Summary

ATA Board Meeting, Hyatt Regency Miami, Miami, FL, October 29, 2023

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its October 2023 meeting, the Board:

- Adopted the Board agenda.
- Approved the minutes from the August 12-13, 2023, Board of Directors Meeting.
- Received welcoming remarks from President Veronika Demichelis.
- Approved the appointment of Jessie Liu as a Director on the Board to fill the vacancy created by Director Eve Bodeux's election as Secretary of the Association.
- Received a refresher by ATA's Parliamentarian Atul Kapur on the rules and principles of Robert's Rules of Order.
- Reviewed follow-up items since the last Board meeting.
- Reviewed reports received from various ATA Committees and Divisions and the American Foundation for Translation and Interpretation (AFTI) and the International Federation of Translators (FIT).
- Reviewed minutes from the August 2, 2023 Finance and Audit Committee Meeting.
- Reviewed the Treasurer's report, prepared by outgoing Treasurer John Milan and presented by incoming Treasurer Robin Bonthron examining ATA's annual financial performance for the most recent fiscal year, July 2022 to June 2023, and noting a fiscal year loss of \$111,077.
- Heard updates about the draft audit conducted by ATA's auditing firm and reviewed by the Finance and Audit Committee (FAC).
- Approved a proposal to appoint newly-elected treasurer Robin Bonthron as the Chair of the Finance and Audit Committee.
- Approved the appointment of Analía Bogdan, Jamie L. Hartz, and Celine Browning as members of the Finance and Audit Committee.
- Heard an update from Certification Committee Deputy Chair Holly Mikkelson including discussions of the English to French certification program and the online certification exam.
- Heard the Headquarters Report from Executive Director Kelli Baxter including the status of the Association's Association Management System (AMS), HQ staff updates, upcoming staff absences and information on Division websites.
- Heard an update from the Governance and Communications Committee's Chair Veronika Demichelis including information about the proposed ATA Reimbursement and Honoraria Policy.
- Approved the appointment of President-Elect Geoff Koby as Chair of the Governance and Communications Committee.
- Reviewed the Public Relations Committee Report including information on development

of ATA's buyers guides.

- Approved the appointment of Marita Propato to the Public Relations Committee.
- Reviewed the Ad Hoc Special Interest Groups Oversight Committee report.
- Approved extending the Special Interest Group Pilot Program.
- Reviewed the Business Practices Education Committee report.
- Approved the appointment of Eliane Sfeir-Markus to the Business Practices Education Committee.
- Reviewed the Ethics Committee report.
- Approved the appointment of Jeffrey D. Stewart to the Ethics Committee.
- Reviewed the German Language Division report.
- Approved a subsidy for the German Language Division workshop to be held in Leipzig, Germany, in February 2024.
- Received an update on the annual conference by President Demichelis, the 2023 conference organizer, and discussed the annual conference.
- Heard remarks from four members present.
- Heard update on 2026 annual conference location search.
- Approved proposal to appoint President Demichelis and Treasurer Bonthron as trustees of the American Translators Association's 401K Plan.
- Approved the appointment of President Demichelis to the ATA Chronicle Editorial Board.
- Approved the appointment of Gabriela Siebach as Chair of the Interpreting Profession Advisory Committee.
- Approved the appointment of Jamie Hartz, Elena Langdon, Yolanda Secos and Evelyn Yang Garland to the Nominating and Leadership Development Committee.
- Noted feedback received from the membership by Board members.
- Discussed the location and date for the next Board meeting, to be held virtually.

Board Meeting Summary

ATA Board Meeting, Westin Seattle, Seattle, Washington, August 12-13, 2023

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its August 2023 meeting, the Board:

- Approved the minutes from the May 6-7, 2023, Board of Directors Meeting
- Reviewed follow-up items since the last Board meeting, including four motions from the Nominating and Leadership Development Committee (NLDC), Business Practices and Education Committee (BP), and Gode Medal Committee that were voted upon since the last Board meeting
- Reviewed reports received from various ATA Committees and Divisions and from the American Foundation for Translation and Interpretation (AFTI), the Government Linguist Outreach Task Force (GLOTF) and the SAFE-AI Task Force meeting
- Reviewed Treasurer John Milan's report covering the first 11 months of the fiscal year from July 1, 2022 to May 31, 2023. During that period, total revenue was \$2.79m, and total expenses were \$2.93m, leaving ATA with a negative change in net assets of approximately \$139k.
- Heard updates on the review of ATA's investments
- Heard updates from Executive Director Kelli Baxter on the many large-scale activities of ATA headquarters (HQ) since the last Board meeting including the downsizing of HQ office space, producing more than \$50,000 in savings to the Association, streamlining of HR-related activity, additional personnel changes, and reorganization.
- Heard updates from ATA President-Elect and GCC Committee Chair Veronika Demichelis on the committee's activity since the last Board meeting, including updates to the membership restructuring proposal and work on the proposed bylaws amendments that the GCC proposes the Board approve to put before the ATA voting members.
- Discussed the membership restructuring proposal and the proposed bylaws amendments
- Approved placing the proposed amendment regarding the updated charge of the Membership Committee on the 2023 ballot for approval at the Meeting of Voting Members in October 2023
- Approved placing the proposed amendment regarding the updated charge of the Finance and Audit Committee on the 2023 ballot for approval at the Meeting of Voting Members in October 2023
- Approved placing the proposed amendment regarding the updated title of the ATA Code of Ethics and Professional Responsibility on the 2023 ballot for approval at the Meeting of Voting Members in October 2023

- Approved placing the proposed amendment regarding the requirements for nominations by petition on the 2023 ballot for approval at the Meeting of Voting Members in October 2023
- Approved the appointments of the following members to the Advocacy Committee: Christina Guerrero Harmon and Kelly Kuglitsch
- Approved the appointment of Victoria Mendez to the Public Relations Committee.
- Heard updates from Membership Committee Chair Megan McCallum on the committee's activity since the last Board meeting, including their support of the mid-year membership campaign, continued membership meetup sessions, and work on the results of the membership survey
- Approved the appointment of Nora Diaz to Strategy Committee
- Reviewed the report from the Professional Development Committee with updates on the 2023 Virtual Conference, a proposed online course in development, and the Inside Specialization podcast
- Reviewed the report from the Standards Committee
- Discussed the Basic Credential proposal with additional information on the background for the work of the ad hoc Basic Credential Committee (BCC), the various models presented that could be used as a basis to credential practitioners for whom no certification is available and others who do not wish to take the certification exam, and next steps that could be taken to build upon the BCC's work
- Heard updates from the Certification Committee
- Approved the appointment of John Riedl to the Certification Committee
- Approved the Initial Graders Exam Fee Waiver
- Discussed a potential increase in candidate appeals fees and requested more information from the Certification Committee before making any changes to fee structures
- Reviewed the Nominating and Leadership Development Committee Report and the updated slate for the 2023 ATA election
- Failed a motion to approve the appointment of an Interim Chair of the Interpreting Profession Advisory Committee (IPAC)
- Approved a motion to Dissolve the Ad Hoc Committee for the ATA Position Paper on Best Practices in Localization
- Approved the Appointment of Paula Arturo-Klammer as Chair of The ATA Chronicle Editorial Board to start October 27, 2023
- Approved the following Committee Chair Appointments, effective October 27, 2023:
 - o Advocacy, Ben Karl
 - o Business Practices Education, Danielle Maxson
 - o Certification, David Stephenson
 - o Chapters, Yolanda Secos
 - o Divisions, Andy Benzo
 - o Education and Pedagogy, Yasmin Alkashef
 - o Ethics, Robin Bon throne
 - o Honors and Awards, Beth Smith
 - o Membership, Antonio Guerra

- Nominating and Leadership Development, Karen Tkaczyk
- Professional Development, Nora Diaz
- Public Relations, Jamie Hartz
- Standards, Gabriela Escarra
- Strategy, John Milan
- Discussed possible configurations for the 2026 Annual Conference and adjustments in programming
- Went into Executive Session to discuss a proposal for this year's Honorary Membership awardee(s)
- Fixed October 5, 2023, as the date of record for eligibility to vote in the American Translators Association's 2023 election
- Approved the appointment of Atul Kapur (Professional Registered Parliamentarian) as Inspector of Elections for the 2023 Election
- Heard a recap from President-Elect Demichelis on 2023 Strategy Day
- Heard an update from President-Elect and Conference Planner Demichelis on the 2023 Annual Conference
- Heard an update on the status of the Special Interest Groups (SIGs) program
- Approved Andie Ho as Chair of the Ad Hoc Special Interest Groups Oversight Committee
- Discussed the Education and Pedagogy Committee Report
- Approved the Creation of an ATA provider account on the OER Commons
- Approve the appointment of Annelise Finegan to the Education and Pedagogy Committee
- Thanked outgoing Board members
- Shared feedback from the membership
- Heard remarks from Director Andy Benzo and President-Elect Demichelis

Board Meeting Summary

ATA Board Meeting, Embassy Suites, Alexandria, Virginia, May 6-7, 2023

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its May 2023 meeting, the Board:

- Approved the minutes from the February 11, 2023, Board of Directors Meeting.
- Reviewed reports received from various ATA Committees and Divisions and from the American Foundation for Translation and Interpretation (AFTI).
- Reviewed Treasurer John Milan's report covering standard operating procedures (SOPs) for the creation of ATA's budget and on the first nine months of the 2022–2023 fiscal year, from July 2022 to March 2023. ATA's total revenue for that period was \$2.3m. ATA's total expenses for that period were \$2.4m. ATA, therefore, had a negative change in net assets of \$90k.
- Heard updates from Executive Director Baxter on the changes at HQ in her first six months as ED, including updates made to the organizational chart to incorporate new and veteran staff into newly created and updated roles, updates on the state of ATA's membership—8,690 members to date— and work done to streamline ATA's expenses and cut unnecessary costs.
- Heard updates from ATA President-Elect and Governance and Communications Committee (GCC) Chair Veronika Demichelis on the policies the committee will focus on reviewing in the coming months.
- Approved the appointment of Ted Wozniak to the GCC.
- Discussed the second round of feedback received from ATA's members on the model that the GCC has been working on to potentially restructure membership and member benefits.
- Approved the appointments of the following members to the Education and Pedagogy Committee: Giovanna Carriero-Contreras, Olga Koloko, and Claire Ziamandanis.
- Approved the appointments of the following members to the Public Relations Committee: Yasmin Alkashef, Ben Karl, and Mireya Pérez.
- Heard updates from Membership Committee Chair Meghan McCallum on work done and planned work to share and act on the results of the Membership Survey.
- Approved the appointment of Caitlin Jones to the Membership Committee.
- Heard updates from Strategy Committee Chair John Milan on establishing ATA's strategy in collaboration with ATA's members and on technological innovations that will need to be taken into account when forming ATA's strategy.
- Discussed the Draft Strategy that was presented by Strategy Committee Chair John Milan.
- Approved the appointment of Rony Gao to the Strategy Committee.

- Heard updates from Certification Committee Chair David Stephenson and Deputy-Chair Holly Mikkelson on the planned shift to fully online certification tests, on the grader training taking place for Language Chairs simultaneous to the Board meeting, and on progress addressing recommendations made in the Knapp Review.
- Approved a motion granting a \$125 discount on conference registration to graders who attend the Wednesday, October 25, four-hour grader training session.
- Heard updates from Virtual Conference Subcommittee Chair Robert Sette on the spring Professional Development Virtual Conference, “Translating & Interpreting the Future: Employing Professional to Innovate and Thrive.” Sette noted that the event will generate revenue for ATA.
- Approved the appointments of the following members to the Professional Development Committee: Adam Sachs, Andy Benzo, Miriam Mousafa, and Grace Isaía y Ruiz.
- Approved changes to the ATA and AFTI Honors & Awards Policies and Procedures.
- Approved the appointment of Sijin Xian to the Honors and Awards Committee.
- Discussed the policies and procedures for Active membership reviews.
- Discussed the proposal by the Language and Technology Division for the creation of an MTPE Training by ATA.
- Heard updates from Standards Committee Chair Alaina Brandt on Yes votes cast by ASTM F43 on ISO 11669 Translation projects — General guidance and by ATA on ASTM F43 F2089 Standard Practice for Language Interpreting, a potential collaboration within ASTM F43 on a sign language interpreter standard, and about the dates for ASTM F43’s Biannual Meeting of All Members to be held on June 1 in conjunction with the NAJIT conference and on July 26th via Zoom.
- Approved the appointments of the following members to the Standards Committee: Grace Isaía y Ruiz and Romina Marazzato Sparano.
- Reviewed, discussed, and approved the July 1, 2023–June 30, 2024 Draft Working Budget and the 2024–25 Draft Budget.
- Heard updates from President-Elect and Conference Organizer Veronika Demichelis on work underway to plan ATA’s 64th Annual Conference in Miami. She shared early indicators that the trend of lower conference attendance will hold true in Miami. She reported on changes to the conference schedule, including new session types and new and updated events and on efforts to promote the conference and make sponsorship and exhibitor packages more attractive. She also addressed safety concerns expressed by members about the political and legal landscape in Florida.
- Heard updates on the progress of the pilot Special Interest Groups (SIGs) program.
- Approved the establishment of the Southeast Asian Language Interest Group (SEALSIG) pending membership status review.
- Discussed potential rebranding of ATA’s tagline. The consensus was that the current tagline is still in line with our goals and identity as an Association but ATA could use a brand refresh in general.
- Reviewed the slate for the 2023 ATA elections and discussed concerns about only having one candidate proposed for the roles of Treasurer and Secretary. ATA bylaws require that two candidates be proposed for each Board role.

- Heard updates from Advocacy Committee Chair Ben Karl on the work of the committee advocating for fair rates in South Carolina, in opposition to Oregon Senate Bill 584 that would have adversely impacted the ability to place assignments with interpreters of languages for which no certification is available, and the call to action for members in California in response to AB 432.
- Heard updates from Director Christina Green on work within the Interpreter's Division to engage people through TikTok and on work with the Interpretation Professional Advisory Committee to advocate on behalf of interpreters within the U.S. Department of State.
- Heard updates from Director Manako Ihaya on the International Japanese-English Translation Conference (IJET) conference taking place in Japan from June 24–25, 2023, hosted by the Japan Association of Translators at which there will be at which she will present on a panel an ATA Certification Workshop (JP>EN, EN>JP).

Board Meeting Summary

ATA Board Meeting, Online, February 11, 2023

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its February 2023 meeting, the Board:

- Thanked ATA's new Executive Director Kelli Baxter for excellent work in her first months as ED.
- Approved the minutes from the Annual Meeting of Voting Members (October 13, 2022), the Annual Meeting of All Members (October 14, 2022), and the Board of Directors Meeting (October 15-16, 2022).
- Reviewed reports received from various ATA Committees and Divisions, from the Government Linguist Outreach Task Force, and on the Modern Language Association Conference.
- Reviewed Treasurer John Milan's report covering the first five months of the 2022-2023 fiscal year, from July 2022 to November 2022. ATA's total revenue for that period was \$1.62m. ATA's total expenses for that period were \$1.63m. ATA, therefore, incurred a small loss in net assets of \$13k, but for all intents and purposes, ATA broke even during that period. Professional Development webinars came in as ATA's third-largest source of revenue in the reporting period. ATA has approximately \$2.71m in assets and \$1.08m in liabilities. Per Milan, ATA's finances reflect the fact that we're settling into a new normal for the time being of being an association with fewer members and smaller conferences.
- Heard updates from Treasurer Milan on the audits of ATA's books that have been finalized for the 2020-2021 and 2021-2022 fiscal years. ATA HQ worked with a new auditing firm from this year. The audits came back with no material issues.
- Heard updates from President-Elect and Conference Organizer Veronika Demichelis on work underway to plan ATA's 64th Annual Conference in Miami. Demichelis reported that the conference website and the call for speakers went live in mid-January. She also reported on a productive site visit and changes to the format of the conference, including new session formats and revised conference topics. The deadline for conference proposals is March 1, 2023.
- Heard updates from Executive Director Kelli Baxter on the activity at ATA Headquarters (HQ) since she became ED, including excellent strides in the creation of a human resources infrastructure, an IT audit, and the implementation of the new association management software (AMS).
- Heard updates from Advocacy Committee Chair Ben Karl on the work of the Advocacy Committee, such as consulting on Colorado House Bill 23-1004 requiring that insurance companies that advertise in a language other than English be required to have insurance policies and other documents translated into that language by an ATA certified translator, or by a "qualified translator" if no ATA certified translator is available. Karl also

reported on events and resources that are being developed that will support ATA and ATA's members in their advocacy.

- Approved the appointment of Kenneth McKerrow to the Advocacy Committee. Reviewed the Business Practices Education Committee report.
- Approved the appointments of Ingrid Holm and Ibrahim Alkhalidi to the Business Practices Education Committee.
- Reviewed the Basic Credential Committee report and discussed the impact and implications of adopting the options for a basic credential presented by the committee. The Board agreed that much discussion on this topic is needed at the next Board meeting in May.
- Reviewed the Honors and Awards Committee report. Approved the appointment of Kate Deimling to the Honors and Awards Committee. Heard updates from Standards Committee Chair Alaina Brandt on the work of the Standards Committee, including coordination that took place to advise ATA President Madalena Sánchez Zampaulo on the vote ATA would cast on two standards by ASTM Technical Committee F43 on Language Services and Products. ATA voted in the affirmative on revisions to standards F1562-2014 Guide for Use-Oriented Foreign Language Instruction and F2575-2014 Guide for Quality Assurance in Translation.
- Approved the appointment of Barbara Inge Karsch to the Standards Committee.
- Heard updates from Membership Committee Chair Meghan McCallum on the committee's work. The Board discussed the implications and potential uses of the data from the recent membership survey.
- Approved the appointment of Matt Baird, Andie Ho, and Yasmin Alkashef to the Membership Committee.
- Reviewed the Professional Development Committee report and discussed the spring Virtual Conference on Machine Translation, Artificial Intelligence, and Machine Translation Post-Editing.
- Approved the appointments of Daniela Obregón and Roselia Moncada to the Professional Development Committee.
- Reviewed the Public Relations Committee report and heard updates on the Buyer's Guide for Translation, which is nearing completion.
- Approved the appointments of Andy Benzo and Jost Zetzsche to the Public Relations Committee. Discussed a matter relating to the Interpretation Profession Advisory Committee in executive session.
- Heard updates from Strategy Committee Chair John Milan on the committee's work and discussed a draft of a strategic plan for ATA that is being developed by the committee.
- Heard updates from ad hoc Special Interest Groups (SIGs) Committee Chair Robert Sette on progress with the one-year SIGs pilot program.
- Heard remarks from the following members:
 - o Patricia de Ribes thanked Executive Director Kelli Baxter for her work and commended Milan, Baxter, and the Strategy Committee for their work on a strategic plan for ATA. Patricia de Ribes offered recommendations for building strategic plans.

- Garrett M. Bradford updated the Board on work in progress within the Interpretation Profession Advisory Committee (IPAC) and requested that certain IPAC content be made more accessible on ATA's website.

Board Meeting Summary

ATA Board Meeting, Westin Bonaventure Hotel, Los Angeles, California, October 15-16, 2022

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its October 2022 meeting, the Board:

- Thanked outgoing Executive Director Walter Bacak for his many years of service.
- Welcomed incoming Executive Director Kelli Baxter to ATA.
- Approved the minutes from the August 6-7, 2022 Board of Directors Meeting.
- Reviewed reports received from various ATA Committees and Divisions, the American Foundation for Translation and Interpretation (AFTI), on the implementation of the association management system, and on annual conferences by the Association for Machine Translation in the Americas and the Association of Language Companies.
- Discussed Treasurer John Milan's report covering FY2021-2022. ATA's total revenue for the fiscal year was \$2.87m, while total expenses were \$2.95m. ATA, therefore, had a negative change in net assets of \$84,609. Despite this result, ATA's finances are sound, with approximately \$3m in assets and \$1.5m in liabilities. Milan noted that part of the reason we did well financially last year was that our investments did well. We will not have this same help offsetting losses this year. The reality is that ATA has become a smaller association with smaller attendance at conferences. As such, we need to continue to contain operating costs and fundamentally change the conference model to ensure that ATA is a financially healthy and sustainable association.
- Heard updates on the audits of ATA's books for the 2020-2021 and 2021-2020 fiscal years. The audits came back with no material issues.
- Heard updates on certification from Certification Committee Chair David Stephenson and Deputies Chair Laurence Bogoslaw and Holly Mikkelson, who were present at the Board meeting. Stephenson noted the 287 online registrations and 189 online exams administered this year.
- Approved the addition of English>Romanian as a language pair eligible for certification, with the exam and practice test to be made available immediately.
- Heard updates from Director and Ad Hoc Special Interest Groups (SIGs) Committee Chair Robert Sette on progress with the SIGs pilot program.
- Approved the establishment of the Interpreters & Translators in Education Special Interest Group (ITESIG), pending verification of membership status.
- Approved the establishment of the Financial Translation Special Interest Group (FTSIG), pending verification of membership status.
- Heard updates from Director and Membership Committee Chair Meghan Konkol on progress with the membership survey and progress on the Getting Started As an Interpreter e-book.

- Heard updates from Director and Advocacy Committee Chair Ben Karl on the work by the committee to share about advocacy at the conference, and ongoing advocacy efforts.
- Approved the appointment of Jennifer Santiagos as a member of the Advocacy Committee.
- Discussed Professional Development Committee Chair Nora Díaz's committee report and developments with planning a virtual conference in the spring.
- Approved the appointment of Director Robert Sette as a member of the Professional Development Committee.
- Discussed Public Relations Committee Chair Jamie Hartz's committee report and the contract signed with a new PR firm.
- Approved the appointments of Olivia Caputo, Ingrid Holm, and Marina Ilari to the Public Relations Committee.
- Discussed Business Practices Education Committee Chair Danielle Maxson's committee report and progress on the model contract for translators.
- Approved the appointment of Laurie Bennett and Tricia Perry to the Business Practices Education Committee.
- Heard updates from outgoing Executive Director Walter Bacak on the activities at ATA Headquarters since the last Board meeting, including work implementing the association management system and preparation for the conference.
- Heard updates from President-Elect and Governance and Communications Committee Chair Veronika Demichelis on the work of the committee since the last Board meeting, including developments to the Revised ATA Membership Matrix, a planned call for a second round of member comments on the ATA Membership Restructuring Proposal, and revisions taking place on the ATA Conference Volunteer Reimbursement Policy.
- Discussed Ethics Committee Chair Robin Bon throne's report and reviewed and gave feedback on the Commentary for the American Translators Association Code of Ethics and Professional Responsibility. The commentary will be published along with the approved updated Code of Ethics and Professional Responsibility that takes effect on January 1, 2023.
- Heard updates from President-Elect and Conference Organizer Veronika Demichelis on ATA's 63rd Annual Conference at the Westin Bonaventure Hotel in Los Angeles, California.
- Shared feedback from members about ATA63.
- Discussed potential new models for ATA Annual Conferences moving forward.
- Reviewed the report by the International Federation of Translators (FIT)
- Approved the appointment of Jonas Nicotra as Acting Administrator of the Educators Division until the next Annual Meeting of the Division in 2023.
- Approved the appointment of Laurie Bennett to the Board of the American Foundation for Translation and Interpretation.
- Reviewed the report by the Interpretation Profession Advisory Committee.
- Reviewed a report about an International Translation Day Fair at Montgomery College, Maryland.

- Strategy Committee Chair Milan addressed the need for a Strategic Plan for the Association.
- Heard remarks from the following members:
 - Dr. Geof Koby presented progress and potential uses of the materials developed by the ad hoc Basic Credential Committee.
 - Andie Ho presented ideas for two potential ATA programs: 1) Special AST free to the public to learn about the profession from the perspective of translators, interpreters, and the government; and 2) One-year online program for recent graduates, starting in May when people graduate, with monthly meetups.
 - Victoria Mendez, Treasurer of the Colegio de Traductores Públicos de Uruguay, introduced herself to the Board.
 - Laurie Bennet, Treasurer on the Board of Directors of the Society of Translators and Interpreters of British Columbia, introduced herself to the Board.
 - Nora Diaz, Chair of the Professional Development Committee, updated the Board on the spring virtual conference, which will focus on machine translation.
 - Bettina Schreibmaier-Clasen, Secretary General of the UNIVERSITAS Ausria – Berufsverband für Dolmetschen und Übersetzen, introduced herself to the Board.
 - Rafael Landa is a potential member who shared with the Board areas of advocacy that are important to him, including lack of recognition and fair rates.
 - Matt Baird, host of the ATA Podcast and member of the PR Committee, gave suggestions on how to configure election statements, shared that he will bring aboard a co-host for the podcast, and commented upon narratives that ATA should address, including the narrative around MTPE and poverty in translation and interpreting.

Board Meeting Summary

ATA Board Meeting, Palmer House Hilton, Chicago, Illinois, August 6-7, 2022

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its August 2022 meeting, the Board:

- Approved the minutes of the April 9-10, 2022 Board of Directors Meeting.
- Reviewed reports received from various Committees and Divisions, the American Foundation for Translation and Interpretation (AFTI), the International Federation of Translators (FIT), and on the National Association of Judiciary Interpreters and Translators Annual Conference.
- Discussed Treasurer John Milan's report covering July 2021 to May 2022. Milan reported that total revenue was \$2.44 million and total expenses were \$2.74 million. Revenue that Milan highlighted from the report included an increase in 4.6% in revenue from membership dues thanks to the dues increase despite a smaller membership and revenue from certification being back to a new normal after a year of no exams. He also reported that our \$220,000 Paycheck Protection Program loan was forgiven and that we will see savings achieved through negotiations on the lease for Headquarters.
- Heard updates on the review of ATA's investments.
- Heard updates from Headquarters on membership numbers, conference-related matters, and progress with the Association Management System and the Executive Director search.
- Heard updates from President-Elect and Governance and Communications Committee Chair Veronika Demichelis on the activities of the committee and discussed the potential membership restructuring and benefits.
- Heard updates from Director and Ethics Committee Chair Robin Bonthron on work on the ATA Code of Ethics.
- Approved the revised Code of Ethics and Professional Responsibility, to take effect January 1, 2023.
- Heard updates from Director and Advocacy Committee Chair Ben Karl on plans and resources to communicate with members about advocacy work.
- Discussed key items from the Certification Committee report, including changes under consideration for eligibility requirements for the ATA certification exam.
- Approved the appointment of Elias Shakkour, CT, to the Certification Committee.
- Approved revisions to the Continuing Education Administrative Policies for ATA certification.
- Approved revisions to the CT: ATA Certification Designation Usage Guidelines.
- Approved funding for the Certifications Committee for authoring certification exam passages.

- Discussed progress on the matrix for a potential basic professional recognition developed by the Ad Hoc Basic Credential Committee.
- Heard updates from Director and Membership Committee Chair Meghan Konkol on the forthcoming Membership Survey.
- Approved the appointment of Jessie Liu to the Membership Committee.
- Heard updates from Director and Public Relations Committee Chair Jamie Hartz on plans underway to relaunch The Compass as a client-facing blog on ATA's website, and additional activity of the committee.
- Reviewed the Professional Development Committee's report and discussed new lines of revenue being developed by the committee.
- Approved the appointment of Cathy-Eitel Nzume to the Professional Development Committee.
- Heard updates from Secretary and Standards Committee Chair Alaina Brandt on the design of a workflow whereby the Standards Committee can comment and vote upon standards.
- Heard updates from Treasurer and Strategy Committee Chair John Milan on work on ATA's long- term vision and how to best communicate it.
- Approved changing the name of the Interpretation Policy Advisory Committee to the Interpretation Profession Advisory Committee.
- Approved the revised charge for the Interpretation Profession Advisory Committee.
- Heard updates from Executive Director Bacak on progress related to the implementation of the association management system.
- Fixed September 22, 2022, as the record date for eligibility to vote in the American Translators Association's 2022 election.
- Approved the appointment of Atul Kapur (Professional Registered Parliamentarian) as Inspector of Elections for the 2022 election.
- Approved the appointments of Madalena Sánchez Zampaulo and John Milan as trustees of the American Translators Association's 401K Plan for ATA employees.
- Discussed the proposal to establish a 1-year Special Interest Group (SIG) pilot program.
- Approved a pilot program establishing up to three Special Interest Groups (SIGs) to be organized, starting October 13, 2022 and running through December 31, 2023.
- Approved the establishment of an Ad Hoc Special Interest Groups Oversight Committee.
- Approved the following appointments to the Ad Hoc Special Interest Groups Oversight Committee: Andy Benzo, Cristina Helmerichs, and Robert Sette (Chair).
- Heard updates from President-Elect and Conference Organizer Demichelis on plans for the ATA 63rd Annual Conference in Los Angeles, October 12-15, 2022. She noted that the agenda for the conference is set with a long presentation waitlist.
- Discussed the two hotels that had been toured on Strategy Day and their potential as a future conference site.
- Approved the July 1, 2022-June 30, 2023 final budget and the 2023-24 draft budget.
- Approved awarding honorary membership to Corinne McKay.
- Approved awarding honorary membership to Walter (Mooch) Bacak.
- Heard a recap from President-Elect Demichelis of 2022 Strategy Day.
- Shared feedback from the membership.

- Heard remarks from Midwest Association of Translators and Interpreters President and former ATA Director Christina Green, including recommendations for upcoming conferences.

Board Meeting Summary

ATA Board Meeting, Embassy Suites, Alexandria, Virginia, April 9–10, 2022

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its April 2022 meeting, the Board:

- Approved the minutes of the February 5–6 Board of Directors Meeting
- Reviewed reports received from various Divisions and Committees, on the 300th Military Intelligence Brigade (Linguist) Annual Conference 2022, from the American Foundation for Translation and Interpretation, and the International Federation of Translators.
- Discussed Treasurer John Milan's report covering July to December 2021. Milan reported that total revenue was up 4.43% for the first half of the fiscal year at approximately \$1.51 million, but higher expenses led to a negative change in net assets of roughly \$149,938. Bright spots from ATA's finances include the certification and webinar programs, which gained \$90,000 and \$26,504 respectively, year-on-year. Heard updates about the audits of ATA's finances.
- Heard updates from Headquarters on membership numbers, preparation to launch the on-demand, online modality of the ATA certification exam, and new HQ office lease options.
- Heard updates from President-Elect and Committee Chair Veronika Demichelis on the Governance and Communications Committee's work on a proposal for a new membership structure.
- Approved the appointment of Rosario Welle to the Governance and Communications Committee.
- Discussed the pros and cons of restructuring ATA membership categories.
- Reviewed the Nominating and Leadership Development Committee's report.
- Approved an amendment to the ATA Elections Policy.
- Heard updates from Certification Committee Chair David Stephenson and Deputy Chair Holly Mikkelson on the committee's activity since the last Board meeting.
- Approved English>Korean as a language pair eligible for certification, with the exam and practice test to be made available immediately.
- Approved the application of a Creative Commons license to all publicly accessible Certification Program materials.
- Discussed with Certification Committee Chair David Stephenson and Deputy Chair Holly Mikkelson the committee's work following up on recommendations made in the Knapp Review.
- Discussed with Certification Committee Member Geof Koby and Certification Committee Deputy Chair Laurence Bogoslaw their plans for a study on the correlation between performance on the certification exam and proficiency in machine translation post-editing.

- Heard updates from Ad Hoc Basic Credential Committee Chair Geof on the committee's progress with a multiple-criteria option for a basic credential.
- Heard updates from Director and Membership Committee Chair Meghan Konkol on the committee's work, which included a membership survey and a variety of events and resources to benefit ATA members.
- Heard updates from Director and Public Relations Committee Chair Jamie Hartz on media inquiries, publications, social media, and school outreach and the background for the decision to not renew ATA's contract with the previous PR consultant.
- Approved the appointments of Jason Knapp and Maria Baker to the Public Relations Committee.
- Heard updates from President-Elect and Professional Development Committee Chair Veronika Demichelis on webinars and workshops planned, and about new strategic directions being explored by the committee. This was the last report by Demichelis as the Chair of the committee. The Board thanked her for her time, expertise, and direction in laying the foundation for ATA's PD offerings to become a revenue-generating aspect of ATA's programs and services.
- Approved the appointment of Nora Díaz as the Professional Development Committee Chair.
- Heard updates from Director and Advocacy Committee Chair Ben Karl on the recommendation to not renew ATA's membership in JNCL at this time given the decrease in benefits and lack of representation of the T&I profession at JNCL's last Virtual Advocacy Day. Karl also shared the committee's plans to keep moving ATA's advocacy agenda forward.
- Heard updates from Executive Director Bacak on AMS implementation, with key phases and timelines noted, including the long-term milestone of full implementation by early 2023.
- Approved the appointment of the following members to serve on the 2022 Gode Medal Selection Committee: David Rumsey as chair, Ben Karl, Corinne McKay, Beth Smith, and Madalena Sánchez Zampaulo.
- Reviewed the Education and Pedagogy Committee report.
- Approved the revised charge for the Education and Pedagogy Committee. Reviewed and discussed the Education and Pedagogy Committee's roadmap memorandum.
- Heard updates from Secretary and Standards Committee Chair Alaina Brandt on efforts to standardize the Vietnamese language services market, some of the requirements of ASTM F3130 Language Service Company certification, and the status of a new interpreter testing standard within ASTM F43.
- Approved the appointment of Gabriela Escarrá to the Standards Committee.
- Reviewed the Honors and Awards Committee's report.
- Approved the revised ATA and AFTI Honors and Awards Policies and Procedures.
- Approved the July 1, 2022–June 30, 2023 working budget and the 2023–24 draft budget.
- Heard updates from President-Elect and Conference Organizer Demichelis, updating the Board on plans for the ATA 63rd Annual Conference in Los Angeles, October 12–15, 2022. Demichelis noted that 400 regular session proposals were received for 168 slots.

- Discussed the creation of a policy around special interest groups and how these might be formed in a way that complements divisions.
- Shared feedback from the membership.
- Approved the appointment of Janis Palma to the Education and Pedagogy Committee.

Board Meeting Summary

ATA Board Meeting, Westin Bonaventure Hotel, Los Angeles, California, February 5-6, 2022

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its February 2022 meeting, the Board:

- Approved the minutes of the October 28, 2021 Annual Meeting of Voting Members, the October 29, 2021 Annual Meeting of All Members, and the October 30-31, 2021 Board of Directors Meeting.
- Expressed its condolences to family, friends, and colleagues of beloved Certification Committee Chair Michèle Hansen after her passing.
- Entered into the record two motions that were approved unanimously via email since the last board meeting, one approving the appointment of Catherine Christaki, Lucía Hernandez, and Jason Knapp to the Business Practices Education Committee, and another approving the appointment of Madalena Sánchez Zampaulo to the Chronicle Editorial Board.
- Discussed reports received from various Divisions and Committees and the American Foundation for Translation and Interpretation.
- Discussed Treasurer John Milan's report covering July to September 2021. Milan reported that total revenue was up 2.4% for the first quarter at approximately \$483,000, but higher expenses led to a negative change in net assets of roughly \$88,000. These losses were due in part to a 14% decrease in membership, part of a longer-term trend, prior to adjustments to dues. For 2022, the dues increase has actually bumped up revenue by an additional \$200,000 even though fewer members having renewed so far. Other bright spots from ATA's finances include the certification program, which paid for itself for the first time in years, with revenue up 600%, due in part to pent-up demand.
- Heard updates from Headquarters.
- Heard updates from Director and Ethics Committee Chair Robin Bonthron on the committee's substantial work revising the Code of Ethics and Professional Practices and discussed the revised Code and Commentary too.
- Heard updates about the Certification Committee's shift to on-demand certification sittings and approved websites that can be accessed during examinations.
- Approved the appointment of David Stepheson as Chair of the Certification Committee after Michèle Hansen's passing.
- Approved Korean>English as a language pair eligible for certification, with the exam to be offered as of April 2022 and the practice test to be made available immediately.
- Approved conducting a research study on the correlation between performance on the ATA certification exam and proficiency in machine translation post-editing.
- Approved the dissolution of the Translation and Interpreting Resources Committee due to the committee no longer being needed.

- Heard updates from Director and Membership Committee Chair Meghan Konkol on the well- attended Brainstorm Networking event opened to members and non-members, progress with a membership survey geared toward diversity and inclusion, orientation sessions planned through the year, training videos being created and subtitled in collaboration with the Audiovisual Division, progress with the Guide to Starting Out As an Interpreter e-book, and the ongoing work of the committee to make ATA an even more inviting place for new, continuing and long-standing members.
- Heard updates from Director and Public Relations Committee Chair Jamie Hartz on the American Bar Association's citation of ATA in its differentiation between translators and interpreters, the statement on fair working conditions for translators in the entertainment industry, ongoing publications by the Writer's Group, and the efforts toward creating International Translation Day media for 2022; also discussed ATA's social media strategy and areas in which greater cohesion and efficiency could be achieved with outside help.
- Heard updates from President-Elect and Professional Development Committee Chair Veronika Demichelis on the paid and Back to Business Basics webinars held during the period of October 2021-January 2022, the successful Spanish Division virtual workshop, Keeping Your Spanish Sharp, a discount for FIT member associations and the advertising of ATA webinars in FIT sister associations that have been achieved through this partnership, and plans toward building a fully virtual ATA conference in the spring of 2023.
- Heard updates from Treasurer and Strategy Committee Chair Milan on research on machine translation, remote simultaneous interpreting, the success of the Innovation in Translation Summit, and the need to continue outreach to T&I schools to increase membership.
- Heard updates from Executive Director Bacak on progress implementing the association management software (AMS), including that the agreement with Nimble had been signed after an outside, vetted consultant negotiated \$44,000 in savings on the contract; the AMS could be implemented by the end of 2022.
- Heard updates from President Sánchez Zampaulo on the upcoming International Federation of Translators (FIT) Congress in June 2022, the decision that will need to be made by FIT by the end of February on whether the Congress will be held in person in Cuba or online.
- Approved the appointment of Ted Wozniak as the ATA representative to FIT.
- Heard updates from Advocacy Committee Chair Ben Karl on ATA's participation in the 2022 JNCL-NCLIS Virtual Language Advocacy Day and the lack of translation and interpreting "asks" in documentation distributed during the event—a departure from previous years.
- Approved appointments to several ATA committees.
- Approved the appointment of the following members to serve on the Nominating and Leadership Development Committee: Yolanda Secos, Izumi Suzuki, Frieda Ruppenner-Lind, and Danielle Maxson. Ted Wozniak is the chair.

- Heard updates on the compensation survey, learned how the 2019 survey results and report would be distributed and noted the need to form an ad hoc committee for the next survey.
- Discussed the proposed sponsorship by ATA of the development of a web-based version of the Apples-to-Apples-like vendor management card game called Fruit Vendor.
- Heard an update from President-Elect and Conference Organizer Demichelis on plans for the ATA 63rd Annual Conference, Los Angeles, October 12-15, 2022, including pros and cons of holding a totally in-person conference as well as current health and safety measures with regard to masking and vaccinations.
- Was thanked by Edna Lucía Santizo, Spanish Language Division administrator, for the Board's work and by Paul Koehler, Japanese Language Division administrator, who also noted concern about the number of JLD session slots during annual conferences.

Board Meeting Summary

ATA Board Meeting, Hyatt Regency Minneapolis, October 30-31, 2021

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its October 2021 meeting, the Board:

- Approved the minutes of the August 7-8, 2021, Board of Directors Meeting.
- Approved the appointment of two new Directors, Ben Karl and Robin Bonthron, to fill vacancies after the elections of Directors Veronika Demichelis and Alaina Brandt to president-elect and secretary, respectively. Directors Karl and Bonthron will each serve a one-year term.
- Discussed follow-up items from the last Board meeting, such as the proposed membership restructuring, the compensation survey, the 2022 dues increase, the end of the print edition of *The ATA Chronicle* (summer 2022), and the approved bylaws revisions.
- Discussed reports received from various Divisions and Committees, the American Foundation for Translation and Interpretation (AFTI), and the International Federation of Translators (FIT).
- Discussed Treasurer John Milan's report covering the first eleven months of the Association's 2020- 2021 fiscal year (July 1, 2020, to May 31, 2021). Total revenue was \$2.21 million and total expenses were \$2.23 million, resulting in a change in net assets of roughly -\$13,350. This nearly break-even figure was a positive outcome, resulting from a drop in expenses alongside a drop in revenue, especially since we were unable to hold ATA certification exams in 2020 due to the pandemic, and given the slow trend in declining membership.
- Heard updates on the rollout of the online certification exams from Certification Committee Chair Michèle Hansen, Deputy Chair & Grader Trainer Larry Bogoslaw, and Deputy Chair Holly Mikkelson.
- Discussed a proposed certification study on machine translation post-editing.
- Heard updates from the Membership Committee on its ongoing activities, including member orientation sessions and work on an e-book for interpreters.
- Approved the appointment of Director Lorena Ortiz Schneider to the Membership Committee.
- Discussed the forthcoming survey of ATA members on their perception of the value of ATA membership.
- Heard updates from the Advocacy Committee over the last quarter, which included responding to requests for support of Afghan interpreters entering the US as refugees, collaboration with the Joint National Committee for Language (JNCL), and scheduling the committee's first distinguished speaker at ATA62.

- Approved the appointments of Nicolás Arízaga, Eve Bodeux, Lucy Gunderson, and President Madalena Sánchez Zampaulo to the Advocacy Committee.
- Heard updates from the Professional Development Committee, which included scheduling events into 2022, streamlining work processes, and securing technology discounts for ATA members.
- Heard updates from the Public Relations Committee over the last quarter, which included working with Minnesota Public Radio on a feature on ATA62, running the School Outreach Contest, replacing the Getting It Right booklets, and securing a new PR consultant.
- Heard updates from Director and Public Relations Committee Chair Jamie Hartz on the International Translation Day (ITD) campaign and the level of engagement achieved with the games and prompts that were published throughout the week of ITD.
- Approved the appointment of President-Elect Veronika Demichelis as Governance and Communications Committee Chair, Treasurer John Milan as Finance and Audit Committee Chair, and Past President Ted Wozniak as Nominating and Leadership Development Committee Chair.
- Heard updates from Headquarters on the progress toward implementing an association management system, the finalization of the compensation survey, and membership numbers, among other topics.
- Heard updates from the Governance and Communications Committee on the proposed membership restructuring and the three final policies that were due to be reviewed this year per the Policy Review Policy.
- Approved the revised Antitrust Compliance Policy, the revised Commercial Disputes Between Members Policy, and the revised Governing Policy for Divisions.
- Approved the appointment of Natalia Noland and Rusty Shughart to the Education and Pedagogy Committee.
- Heard updates from the Interpretation Policy Advisory Committee to secure continuing education credits from various organizations for the Annual Conference and other ATA professional development events.
- Approved the appointment of Natalia Abarca, Diana Arbiser, Garrett Bradford, Céline Browning, Heidi Cazes, Katty Kaufman, Ernes Niño-Murcia, and Johanna Parker to the Interpretation Policy Advisory Committee.
- Heard updates on the ATA62 conference from President Madalena Sánchez Zampaulo. The Board reviewed the numbers from the report: 1025 total attendees, with just over 400 attending in person; 200 Advanced Skills and Training attendees; 20 exhibitors with 16 on-site and 4 exhibiting virtually; and 120 live-streamed sessions.
- Approved the appointment of President Madalena Sánchez Zampaulo to the AFTI Board of Directors.
- Approved the appointment of Tony Guerra and Neil Inglis to the Ethics Committee.
- Reviewed the report on the Association of Language Companies (ALC) 19th Annual Summit/Digital Summit.

- Heard remarks from Alan Melby on his work as representative of ATA with FIT, from Matt Baird, thanking Board members for their service and encouraging the Board to keep communicating with members on the work being done by ATA and from Allison Bryant, thanking the Board for supporting AFTI's first Game Night at ATA62.

Board Meeting Summary

ATA Board Meeting, Renaissance Nashville, August 7-8, 2021

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its meeting on August 2021, the Board:

- Approved the minutes of the April 24-25, 2021, Board of Directors Meeting.
- Discussed reports received from various Divisions and Committees, the American Foundation for Translation and Interpretation, and from members who attended the ACES 2021 Conference and the ASTM F43 Spring Meeting on ATA's behalf.
- Discussed Treasurer John Milan's report covering the first nine months of the Association's 2020- 2021 fiscal year (July 1, 2020 to March 31, 2021). Total revenue was \$1.87 million and total expenses were \$1.80 million, so our positive change in net assets was roughly \$66,000. Higher revenue from an energetic Professional Development program was a positive note.
- Approved the revised Investment Policy and Procedures.
Approved a dues increase for 2022 as an exception to current policy.
- Heard updates on Headquarters activity from Executive Director Bacak and discussed various priorities, with a focus on three areas: the Association Management System (AMS) project, membership renewals, and the compensation survey. The relationship with the AMS provider was terminated as directed by the Executive Committee and the search for a new provider is underway. Headquarters is working with a membership marketing vendor to follow-up with lapsed members from the past three years. The compensation survey data is good, but we need more data, especially from non-members, so that we have statistically valid data to compare ATA and non-ATA members. There is no extra cost to leave the survey open longer, so that decision was taken.
- Approved placing the following proposed amendments to the Association's bylaws on the 2021 ballot for approval by the Meeting of Voting Members, most of which are minor matters related to consistency or administrative clean-up.
 - o Amendment 1: Ex officio membership of Ethics Committee
 - o Amendment 2: Expanding eligibility to chair and serve on committees
 - o Amendment 3: References to committee chairs
 - o Amendment 4: Removal of membership facilities
 - o Amendment 5: Two-thirds of Board votes
- Approved releasing the Proposal to Restructure Membership Classes and Benefits for comment by the general membership for a period of 30 days.
- Approved the ATA Position Paper on Remote Interpreting.
- Heard updates on the Strategy Committee's activity over the past quarter and focus for the future.

- Heard updates on the Membership Committee’s activity over the past quarter and discussed the potential benefits that ATA might be able to arrange with external providers, a process for rolling out the change to phase out the print edition of The ATA Chronicle, and membership trends.
- Approved extending the Government Linguists Outreach Task Force and remaining budgeted funds until June 30, 2023.
- Approved extending the 50-percent discount on the Associate member rate for U.S. Military personnel until June 30, 2023.
- Approved the Educators Division’s revised mission statement.
- Heard updates on the Advocacy Committee’s activity over the past quarter, including joining Red- T’s international language coalition and Amnesty International to bring Afghani linguists to the US. Decided that the Association could not budget for a professional lobbyist at this time but expressed the hope that the budget would be more favorable for that in 2023.
- Reviewed the Professional Development Committee’s report and activity over the past quarter, including virtual workshops and a robust webinar program. Activities are already planned out for the remainder of 2021.
- Approved the July 1-2021-June 30, 2022, Final Budget and the 2022-24 Draft Budgets.
- Reviewed the Divisions Committee’s report and discussed the requirements to establish a division.
- Discussed our International Federation of Translators representative’s report. Fixed September 30, 2021, as the record date for eligibility to vote in this year’s elections.
- Approved the appointment of the 2021 Inspector of Elections, Atul Kapur (Professional Registered Parliamentarian).
- Reviewed the final recommendation received from the ad hoc National Registry of Individual Translators and Interpreters Committee and determined next steps.
- Approved the recipient of the 2021 Alexander Gode Medal.
- Heard updates on the Honors & Awards Committee’s activities over the past quarter and discussed conflict of interest scenarios regarding award nominations.
- Approved the appointment of Committee Chairs to take office October 29, 2021, following the Annual Meeting of All Members.
 - Advocacy Ben Karl
 - Business Practices Education Danielle Maxson
 - Certification Michèle Hansen
 - Chapters Yolanda Secos
 - Divisions Lebzy Gonzalez
 - Education and Pedagogy Caitilin Walsh
 - Ethics Robin Bon throne
 - Honors and Awards Beth Smith
 - Interpretation Policy Advisory Elena Langdon
 - Membership Meghan Konkol
 - Professional Development Veronika Demichelis
 - Public Relations Jamie Hartz

- Standards Alaina Brandt
- Strategy John Milan
- Translation and Interpreting Resources Jost Zetzsche
- Recapped the outcomes from the 2021 Annual Strategy Day.
Approved establishing an ad hoc Professional Special Interest Groups Exploration Committee.
- Discussed progress made in planning for the Annual Conference to be held October 27-30, 2021, in Minneapolis, Minnesota, with an online component, noting that registration is open and the full schedule is online. The team is working on responses for frequently asked questions from attendees and a new reporting system for continuing education credits for interpreters. Specifics regarding pandemic protocols are in place. Networking events will differ in some cases for online and in-person attendees.

Board Meeting Summary

ATA Board Meeting, Online, April 24-25, 2021

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its April 2021 meeting, the Board:

- Approved the minutes of the January 23-24, 2021 Board of Directors Meeting.
- Entered into the record that Charo Welle had been appointed to the Business Practices Education Committee by a unanimous electronic vote of the Board in February 2021.
- Discussed reports received from various Divisions and Committees, from Headquarters, from our International Federation of Translators representative, from the American Foundation for Translation and Interpretation, and from members who attended the following events on ATA's behalf: Association of Language Companies On the Hill Event, Globalization and Localization Association Conference, Joint National Committee for Languages 2021 Language Advocacy Days, and various language education conferences.
- Discussed Treasurer John Milan's report covering the first half of this fiscal year (July 1, 2020 to December 31, 2020). Though total revenue was down, at just \$1.46 million, total expenses were also lower, at \$1.24 million, so we ended up with a preliminary positive change in net assets of \$217,431. Almost all of our programs came in under budget for these six months. Investments are solid and have even grown slightly. However, membership has fallen for the tenth year in a row, and as a result, we must budget appropriately and assume that trend will continue for now.
- Gave guidance to the Governance and Communications Committee regarding five proposed bylaws amendments that it wishes to put forward for approval by the membership at the 2021 Annual Meeting of Voting Members, most of which are minor matters for consistency or administrative clean-up.
- Approved the release of the draft position paper on remote interpreting for comment by the general membership for a period of 30 days.
- Discussed the draft version of the position paper on best practices in localization.
- Approved the appointment of William Rivers as a member of the Standards Committee.
- Approved the appointment of the following members to serve on the 2021 Gode Medal Selection Committee: David Rumsey (chair), Cristina Helmerichs, Corinne McKay, Karen Tkaczyk, and Ted Wozniak.
- Approved the appointment of the following Active members to the Ethics Committee: Cathy Eitel-Nzume and Laurence Jay-Rayon Ibrahim Aibo.
- Affirmed the Ethics Committee's determination and proposed sanction in an Ethics Case.
- Discussed progress made in planning for the Annual Conference to be held October 27-30, 2021, in Minneapolis, Minnesota with an online component noting that the website is online, that presentation selections are almost complete, that a new virtual platform has been selected, and that the additional AV support needed to stream to the online

component is costly and will result in a price increase. At this time, the venue's capacity limit is 1500 people. Specifics regarding safety protocols and food and beverage services are in place.

- Networking events will differ in some cases for online and in-person attendees.
- Heard from Certification Committee Chair Michèle Hansen and Deputy Chair Larry Bogoslaw on the intensive work towards holding remote exam sittings, noting that proctor training for remote exam sittings has begun and that first drafts of procedures are complete. We are still on track to begin remote testing in June 2021, with a slow start ramping up throughout the second half of the year. Plans for changes to be implemented to the certification program following analysis of the Knapp Review of the certification program continue.
- Reviewed the Membership Committee's activity over the past quarter, noting among others the new e-book "ATA Guide to Starting Out as a Translator," the now regular online member orientation sessions, and plans to survey members later in 2021 so that the association will have updated demographic data.
- Noted that the Association Management System project is on hold due to the vendor not being able to meet the terms of the contract. The Board discussed the various issues and possible outcomes.
- Reviewed the final report from the Ad Hoc Website Committee, a summary of the entire project. President Wozniak thanked Ad Hoc Website Committee Chair and Secretary Karen Tkaczyk and the committee members, who were all present. He then declared that the Ad Hoc Website Committee is dissolved.
- Reviewed the Professional Development Committee's outstanding work on the number and quality of various professional development opportunities now available.
- Approved the appointments of the following Active Members to the Professional Development Committee: Yongmei Li and Charo Welle. Approved Gloria Cabrejos as an assistant to the Professional Development Committee.
- Reviewed the Advocacy Committee's extensive activity over the past quarter, including a letter to the Administrative Office of the Courts supporting Pennsylvania interpreters' position on negative modifications in working conditions and pay; a letter to Congresswoman Grace Meng endorsing HR 1009, a bill that would require federal agencies to translate COVID-19 information into multiple languages; research on costs of lobbying firms/lobbyists, including meetings with 3 firms; a letter to Congress on ATA's position on the PROAct; and a letter shared with other T&I associations for dissemination within their networks and to our Senators. Additionally, worked with Headquarters and the Chapters
- Committee to encourage ATA members and Chapter and Affiliate members to advocate personally to their representatives.
- Discussed how we should professionalize ATA's Advocacy work. Instructed the Advocacy Committee to revise the terms of the proposal to hire a professional advocate and report back to the Board.
- Discussed the Public Relations Committee's activity over the past quarter, including media activity, school outreach work, a new penned article called "The Case for Bilingual

Books: 4 Ways Dual-Language Books Can Boost Biliteracy in Young Children,” and plans for International Translation Day 2021.

- Approved the July 1, 2021-June 30, 2022 working budget and the 2022-24 draft budgets, with Treasurer Milan noting that adjustments will be made before the final version is submitted in August.
- Heard remarks from members attending the meeting.
 - Helen Eby asked whether ATA has compared the decline in rate of ATA membership with the decline or growth rate of chapters and affiliates. [We have not.] Made comments on the nature of the diverse positions interpreters take on remote interpreting.
 - Mihai Bledea asked whether ATA looks at members in age bands as part of considering how to tackle the membership decline. Also spoke to the remote interpreting position paper and asked when the paper would become available for review. [It should be available within a week or two.]
 - Patricia de Ribes asked what the substance of our position was on comment on the Department of Labor’s decision to withdraw the final rule on worker classification. [We objected to the withdrawal.]
 - Andy Benzo suggested that we make more announcements to call for volunteers where those are needed. Complimented the work of the Professional Development Committee and said that she believes it will reverse the membership drop.

Board Meeting Summary

ATA Board Meeting, Online, January 23-24, 2021

To keep the membership abreast of ATA Board activities in a timely manner, a summary of the most recent Board meeting follows. This summary is not the same as the meeting minutes. The minutes are posted after they are approved by the Board.

At its January 2021 meeting, the Board:

- Noted for observers that the Board used Slack to discuss many areas of activity in the week running up to the meeting to keep Zoom meeting lengths reasonable.
- Approved the minutes of the October 31-November 1, 2020 Board of Directors Meeting.
- Discussed reports received from various Divisions and Committees, from Headquarters, and from our International Federation of Translators' representative.
- Discussed Treasurer John Milan's report covering the first quarter of this fiscal year (July 1, 2020 to September 30, 2020). As expected, the pandemic is beginning to affect our finances. We had a negative change in net assets of \$50,000 in that period, compared with a positive change of \$77,000 in the same quarter the previous year. The certification program took a large loss due to a lack of certification sittings, but all of our programs have incurred losses at this time. The Webinars program was the only one that was close to breaking even. One area of discussion was how to offset the costs of print issues of *The ATA Chronicle*. The Board will review that later this year.
- Reviewed and discussed the financial results of the 2020 Annual Conference, which suggest that the final numbers will be close to breaking even, a success given the new model.
- Due to the bylaws requirements for standing committee membership, the Board re-approved the current staffing of the following committees, but changed the individual members' status based on their membership class:
 - o Business Practices Education Committee
 - o Education and Pedagogy Committee
 - o Public Relations Committee
 - o Standards Committee
 - o Chronicle Editorial Board
- Gave guidance to the Governance and Communications Committee regarding the policy for who should be able to serve on ATA committees in the future.
- Approved a revised Board Meeting Guest Policy to become effective as of January 25, 2021.
- Discussed potential changes to the association's membership structure.
- Discussed the Strategy Committee's updated report on "ATA, Technology, and the Future of Translation and Interpreting," giving feedback on priorities.
- Reviewed the Membership Committee's activity over the past quarter, noting among others the well-received membership benefits video that a number of members

participated in, plans to survey members later in 2021 so that the association will have diversity data, and a new initiative, online member orientation sessions.

- Reviewed plans for the Annual Conference to be held October 27-30, 2021, in Minneapolis, Minnesota with an online component. The Board discussed various aspects, including noting the complexity of planning for both components, that numbers at an in-person event will be restricted, and that the additional AV support needed to stream to the online component will be costly so that we will have to carefully consider pricing.
- Noted that the Division/Chapter Leadership Training and the Division Annual Meetings typically held before and during the conference will be held online in 2021. This will enable them to start planning for those now.
- Reviewed the Advocacy Committee's activity with a focus on the federal worker classification law (PRO Act) and a letter sent to the immediate past director of the Centers for Disease Control and Prevention regarding vaccinating interpreters. A form response was received, and an updated letter is being sent to the new CDC director requesting that healthcare and court interpreters be listed specifically in the directives and urging that vaccinations for onsite court interpreters be made a higher priority.
- Approved appointments of the following Active members to the Advocacy Committee:
 - o Lorena Ortiz Schneider, Chair [approved October 2020]
 - o Katharine Allen
 - o Bill Rivers
 - o Jennifer Santiagos
 - o Robert Sette
 - o Caitilin Walsh
 - o Ted Wozniak
 - o and approved Luis Echeverry, Corporate member designated representative, to be a non-member assistant to the Committee.
- Heard from Certification Committee Chair Michèle Hansen and Deputy Chair Larry Bogoslaw on the intensive work towards holding remote exam sittings, noting that field testing for these remote exam sittings has begun and seems to address both overall security and support for non-Western languages. Plans for changes to be implemented to the certification program following analysis of the Knapp Review of the certification program will continue once the remote sittings are live. The tentative roll-out date is June 1. In-person sittings will continue when local groups are able to host them.
- Revised the certification renewal fee from \$30 every three years to \$75 every three years effective January 1, 2022.
- Approved the appointment of the following Active members to the Nominating and Leadership Development Committee:
 - o David Rumsey, Chair
 - o Lebyz Gonzalez
 - o Yolanda Secos
 - o David Stephenson
 - o Izumi Suzuki
- Approved the General Travel and Expense Reimbursement Policy.

- Approved the appointment of the following members to the Ad Hoc National Registry of Individual Translators and Interpreters Committee:
 - Geoffrey Koby, Active (Chair)
 - Milena Calderari-Waldron, Active
 - Helen Eby, Active
 - Steve Lank, Designated Rep., Cesco Linguistic Services
 - David Rumsey, Active
 - Lorena Ortiz Schneider, Active
 - Robert Sette, Active
 - Caitilin Walsh, Active
- Approved the appointments of the following Active members to the Ad Hoc Basic Credential Committee:
 - Geof Koby, Active (Chair)
 - Alaina Brandt
 - Amanda Curry
 - Michèle Hansen
 - Elias Shakkour
 - Romina Marazzato Sparano
 - Chaowei Zhu
- Approved the appointment of the following Active members to the Honors and Awards Committee:
 - Karen Tkaczyk, Chair
 - Robin Bon throne
 - Veronika Demichelis
 - Lois Feuerle
 - Christina Green
 - Marion Rhodes
 - Caitilin Walsh
- Approved the appointment of the following Active members to the Divisions Committee:
 - Lebyz Gonzalez (Chair)
 - Romina Marazzato Sparano
 - Beth Smith
 - and approved the following non-member assistants to the committee:
 - Paula Arturo, Corresponding
 - Daniel Sebesta, Corresponding
- Discussed the sustainability of the current model for Divisions for the long-run and introduced ideas regarding new types of communities that may have lesser requirements and lesser support from the Association. An informal group will work on this topic and report back to the Board.
- Approved the appointment of the following Active members to the Ethics Committee:
 - Jill Sommer, Chair
 - Mike Collins
 - Jutta Diel-Dominique
 - Kathryn German

- Jennifer Guernsey
- Natalie Higgins
- Ana-Cecilia Rosado
- Milena Calderari-Waldron
- and approved the following non-member assistant to the committee:
 - Michael Elif, Designated Corporate Member Representative
- Received remarks from members attending the meeting.
 - Patricia de Ribes suggested that we send a similar letter as was sent to the CDC to Occupational Safety and Health Administration, given a new Executive Order regarding the protection of public employees. She also noted that in the past some committee reports had been posted to the website and asked us to consider doing this again.
 - Loreto Paz Ansaldo commented on our efforts regarding a membership survey and the new categories we are considering.
 - Victoria Méndez thanked the Board members for service to the Association.
 - Edna Santizo thanked the Board for allowing members to attend virtually.
 - Artemis López expressed the hope that the Board will continue to open the meetings up to observers once they are again held in person.
 - Bob Feron said that many members would jump at the opportunity to share our CDC letter with their local decision makers and that it was a superb opportunity for boosting grass-roots advocacy efforts.