Meeting of the Board of Directors
American Translators Association
Tentative Agenda
Embassy Suites Hotel
Alexandria, Virginia
April 22-23, 2017

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.

Note: Agenda items in italics require Board action.

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.

Saturday, April 22

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

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

2. 9:10 a.m. *Approval of the Minutes – Rumsey* (5 minutes)
   A *January 21-22, 2017 Board of Directors Meeting*
   B. Board Meeting Summary

3. 9:15 a.m. President's Welcome and Remarks – *Rumsey* (5 minutes)

4. 9:20 a.m. Reports Requiring No Board Action – *Rumsey* (30 minutes)
   A. Committee Reports
      1. Business Practices Education Committee
      2. Chapters Committee
      3. Divisions Committee
      4. Education and Pedagogy Committee
      5. Government Relations Committee
      6. Honors and Awards Committee
      7. Interpretation Policy Advisory Committee
      8. Membership Committee
      9. Professional Development Committee
      10. Standards Committee

   B. Division Reports
      1. Arabic Language Division

2. Dutch Language Division
3. Educators Division
4. French Language Division
5. German Language Division
6. Government Division
7. Interpreters Division
8. Language Technology Division
9. Literary Division
10. Nordic Division
11. Portuguese Language Division
12. Science and Technology Division
13. Slavic Languages Division
14. Spanish Language Division

C. Other Reports
1. Joint National Committee for Languages

5. 9:50 a.m. Treasurer's Report – *Wozniak* (20 minutes)
A. Report
B. Minutes from the January 19, 2017 Finance and Audit Committee Meeting
C. Investments Statement

6. 10:10 a.m. Headquarters Report – *Bacak* (20 minutes)
The Board will be briefed on Headquarters' activities since the last Board meeting.

10:30 a.m. Break (15 minutes)

7. 10:45 a.m. Proposed Bylaws Revisions Discussion – *McKay/Rumsey* (50 minutes)
The Board will discuss proposed bylaws revisions.

8. 11:35 a.m. Nominating and Leadership Development Committee Report – *Rumsey* (5 minutes)
The Board will be briefed on the work of the Nominating and Leadership Development Committee.

9. 11:40 a.m. Election Process Discussion – *Maier/Rumsey* (20 minutes)
The Board will discuss possible revisions to the Election Policy.

12:00 p.m. Lunch with the Certification Committee and Language Chairs (45 minutes)

12:45 p.m. Optional HQ Tour/Break (45 minutes)

10. 1:30 p.m. Certification Committee Report and Discussion – *Rumsey/David Stephenson* (30 minutes)
A. Committee Report
Certification Committee Chair David Stephenson will brief the Board on developments in the Certification program.
B. *Proposal to Increase Grader Fees*
The Board will vote on a proposal to increase grader fees.

11. 2:00 p.m. ATA Website – *Rumsey* (15 minutes)
A. *Proposal to Establish the Ad Hoc Website Committee*
The Board will vote on a proposal to establish the Ad Hoc Website Committee.
B. *Proposal to Approve the Appointment of the Members of the Ad Hoc Website Committee*
Pending approval of the establishment of the committee, the Board will vote on a proposal to approve the appointment of the members of the Ad Hoc Website Committee.

12. 2:15 p.m. Compensation Survey Policy and Ad Hoc Survey Committee Discussion – *Koby/Rumsey* (15 minutes)
The Board will discuss various options in preparation for the next compensation survey.

2:30 p.m. Break (15 minutes)

13. 2:45 p.m. International Federation of Translators – *Rumsey* (40 minutes)
A. Report from the ATA President
President Rumsey will brief the Board on his attendance at the recent FIT Council meeting.
B. Report from the ATA Representative to FIT
The Board will be updated on FIT's activities.
C. *Proposal to Approve the Reappointment of the ATA Representative to FIT*
The Board will vote on a proposal to approve the reappointment of the ATA representative to FIT.
D. FIT Member Registration Rates Discussion
The Board will discuss offering discounted conference registration rates to members of FIT-member organizations.

14. 3:25 p.m. Ethics Committee – *Wozniak* (30 minutes)
A. Report
The Board will be briefed on the work of the Ethics Committee.
B. *Proposal to Approve the Revised ATA Policy on Ethics Procedures*
The Board will vote on a proposal to approve revisions to the ATA Policy on Ethics Procedures.

15. 3:55 p.m. Public Relations Committee Report – *Sánchez Zampaulo* (15 minutes)
The Board will be updated on the Public Relations Committee's activities.

16. 4:10 p.m. *Proposal to Approve the Appointment of the Members of the Gode Medal Award Committee – Rumsey* (10 minutes)
The Board will vote on a proposal to approve the appointment of the members of the Gode Medal Award Committee.

4:20 p.m. Remarks from the General Membership (10 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 23

8:30 a.m. Call to Order – *Rumsey* (5 minutes)

17. 8:35 a.m. Proposed White Paper Discussion – *Rumsey* (15 minutes)
The Board will discuss creating white papers as well as review the first one.

18. 8:50 a.m. Annual Conference – *McKay/Rumsey* (40 minutes)
A. Conference Organizer's Report
The Conference Organizer will update the Board on this year's Annual Conference.
B. Conference Financial Analysis
The Board will review and discuss the projected finances for this year's Annual Conference.
C. Proposed ATA Conference Site Selection Guidelines
The Board will discuss proposed guidelines for selecting a conference site.
D. *Proposal to Select the Host Hotel for the 2022 Annual Conference*
The Board will vote on a proposal to select the host hotel for the 2022 Annual Conference.

9:30 a.m. Break (15 minutes)

19. 9:45 a.m. *Proposal to Approve the Working Budget for July 1, 2016-June 30, 2017 and the 2017-19 Draft Budgets – Wozniak* (20 minutes)
The Board will vote on the proposed working budget.

20. 10:05 a.m. Comments from the Membership – *McKay* (5 minutes)
The Board will post comments heard from members.

21. 10:10 a.m. Location and Date for the Next Board Meeting – *Rumsey* (5 minutes)

22. 10:15 a.m. Any Other Business – *Rumsey* (10 minutes)

10:25 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.

10:35 a.m. Adjourn meeting

###

Thank you for attending!