

**Meeting of the Board of Directors  
American Translators Association  
Tentative Agenda  
Hyatt Regency San Francisco  
San Francisco, California  
November 5-6, 2016**

***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, November 5**

- 1:00 p.m. Call to Order – *Rumsey* (5 minutes)
  
- 1. 1:05 p.m. *Adoption of Agenda – Rumsey* (5 minutes)
  
- 2. 1:10 p.m. *Approval of the Minutes of the July 30-31, 2016 Board of Directors Meeting – Rumsey* (5 minutes)
  - A. *Minutes*
  - B. *Board Meeting Summary*
  
- 3. 1:15 p.m. *President’s Welcome and Remarks – Rumsey* (5 minutes)
  
- 4. 1:20 p.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. *Governance and Communications Committee*
    - 6. *Honors and Awards Committee*
    - 7. *Interpretation Policy Advisory Committee*
    - 8. *Mentoring Committee*
    - 9. *Professional Development Committee*
    - 10. *Standards Committee*

B. Division Reports

1. French Language Division
2. German Language Division
3. Medical Division
4. Portuguese Language Division
5. Science and Technology Division
6. Slavic Languages Division

C. Other Reports

1. International Federation of Translators

5. 1:50 p.m. Treasurer's Report – *Wozniak* (20 minutes)
- A. Report
  - B. Investments Statement
  - C. Minutes from the July 29, 2016 Finance and Audit Committee Meeting
- 2:10 p.m. Break (15 minutes)
6. 2:25 p.m. Certification Report and Discussion – *Rumsey/Stephenson* (40 minutes)  
*The Board will be briefed by Certification Committee Chair David Stephenson on developments in the Certification program.*
7. 3:05 p.m. Public Relations Committee Report – *Sánchez Zampaulo* (10 minutes)  
*The Board will be updated on the Public Relations Committee's activities.*
8. 3:15 p.m. *Proposal to Approve the Appointment of the Translation and Interpreting Resources Committee Chair – Rumsey* (5 minutes)  
*The Board will vote on a proposal to approve the appointment of the chair of the Translation and Interpreting Resources Committee.*
9. 3:20 p.m. Government Relations Committee Report – *Rumsey* (20 minutes)  
*The Board will be briefed on the work by the new Government Relations Committee.*
- 3:40 p.m. Remarks from the General Membership (20 minutes)  
*This is the time when meeting attendees may share their opinions and comments with the Board.*
- 4:00 p.m. Adjourn Meeting for the Day

## Sunday, November 6

- 8:00 a.m. Call to Order – *Rumsey* (5 minutes)
10. 8:05 a.m. *Proposal to Approve the Appointment of the ATA Representative to the Joint National Committee for Languages – Rumsey* (5 minutes)  
*The Board will vote on a proposal to approve the appointment of the ATA Representative to the Joint National Committee for Languages.*
11. 8:10 a.m. Headquarters Report – *Bacak* (20 minutes)  
*The Board will be briefed on Headquarters' activities since the last Board meeting.*
12. 8:30 a.m. Ethics Committee Report – *Wozniak* (15 minutes)  
*The Board will be briefed on the latest efforts by the Ethics Committee.*
- 13 8:45 a.m. Annual Conference – *McKay* (15 minutes)  
A. 2016 Update  
*The Board will review this year's Annual Conference.*  
B. Comments Heard about the Conference  
*The Board will post and review comments heard from conference attendees.*
14. 9:00 a.m. Membership Committee Report – *Rumsey* (15 minutes)  
*The Board will review and discuss the proposed plans for the Membership Committee.*
- 9:15 a.m. Break (15 minutes)
15. 9:30 a.m. Report on the FTC Investigation of ATA – *Wozniak* (15 minutes)  
*The Board will discuss the "Report on the FTC Investigation of ATA," a historical review, and how it will be shared.*
16. 9:45 a.m. *Proposal to Approve the Appointment of the Board of Directors for the American Foundation for Translation and Interpretation – Rumsey* (5 minutes)  
*The Board will vote on a proposal to approve the appointment of the Board of Directors of the American Foundation for Translation and Interpretation.*
17. 9:50 a.m. Annual Study Day Discussion – *Rumsey/McKay* (10 minutes)  
*The Board will be briefed on preliminary plans for the Annual Study Day held in conjunction with the Winter Board Meeting.*
18. 10:00 a.m. Location and Date for the Next Board Meeting – *Rumsey* (5 minutes)
19. 10:05 a.m. Any Other Business – *Rumsey* (5 minutes)

10:10 a.m. Remarks from the General Membership (20 minutes)

*This is the time when meeting attendees may share their opinions and comments with the Board.*

10:30 a.m. Adjourn meeting

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**Thank you for attending!**