

**Meeting of the Board of Directors
American Translators Association
Tentative Agenda
Renaissance Hotel
Nashville, Tennessee
August 7-8, 2021**

ATA Mission Statement

ATA's mission is to promote the recognition of professional translators and interpreters, to facilitate communication among its members, to establish standards of competence and ethics, to provide its members with professional development opportunities, and to advocate on behalf of the profession.

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, August 7

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

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

- 2. 9:10 a.m. Approval of the Minutes – *Wozniak* (5 minutes)
 - A. *April 24-25, 2021 Board of Directors Meeting*
 - B. Board Meeting Summary

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

- 4. 9:20 a.m. April Board Meeting Follow Up – *Wozniak* (5 minutes)

- 5. 9:25 a.m. Reports Requiring No Board Action – *Wozniak* (15 minutes)
 - A. Committee Reports
 - 1. Business Practices Education Committee
 - 2. Certification Committee
 - 3. Chapters Committee
 - 4. Education and Pedagogy Committee
 - 5. Ethics Committee
 - 6. Nominating and Leadership Development Committee
 - 7. Standards Committee

B. Division Reports

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

C. Other Reports

1. ACES 2021 Conference
2. Ad Hoc Basic Credential for Translators and Interpreters Committee
3. American Foundation for Translation and Interpretation
4. ASTM F43 Spring Meeting

6. 9:40 a.m. Treasurer's Report – *Milan* (25 minutes)

A. Minutes from the April 22, 2021 Finance and Audit Committee Meeting

B. Report

C. *Proposal to Approve the Revised Investment Policy and Procedures*

The Board will vote to approve the revised Investment Policy and Procedures.

7. 10:05 a.m. Headquarters Report – *Bacak* (20 minutes)

10:25 a.m. Break (15 minutes)

8. 10:40 a.m. Governance and Communications Committee – *Sánchez Zampaulo* (60 minutes)

A. Committee Report

The Board will be briefed on the Governance and Communications Committee's activities.

B. *Proposals to Approve Placing Bylaws Amendments on the Ballot*

1. *Amendment 1: Ex officio membership of Ethics Committee*

2. *Amendment 2: Expanding eligibility to chair and serve on committees*

3. *Amendment 3: References to committee chairs*

4. *Amendment 4: Removal of membership facilities*

5. *Amendment 5: Two-thirds of Board votes*

The Board will vote to approve placing Bylaws amendments on the ballot for this year's elections.

*C. Proposal to Approve Requesting Member Feedback on the Proposed Restructuring of Membership Classes and Benefits
The Board will vote to approve posting the Proposed Restructuring of Membership Classes and Benefits to the membership for review and feedback.*

9. 11:40 p.m. Strategy Committee Report – Milan (20 minutes)

The Board will be briefed on the Strategy Committee's activities.

12:00 p.m. Lunch

10. 1:15 p.m. Membership – Konkol/Wozniak (70 minutes)

A. Committee Report

The Board will be briefed on the Membership Committee's activities.

B. Member Benefits Package Discussion

The Board will discuss member benefits.

C. Chronicle Print Edition Discussion

The Board will discuss the print edition of The ATA Chronicle

D. Membership Trend Discussion

The Board will discuss trends with ATA membership.

E. Proposal to Approve the Extension of the Government Linguists Outreach Task Force

The Board will vote on a proposal to extend the Government Linguists Outreach Task Force until June 2023.

F. Proposal to Approve the Extension of the US Military Discount for Qualifying Associate Members

The Board will vote on a proposal to extend the offer of discounted membership for members of the military.

11. 2:25 p.m. Educators Division – Wozniak (5 minutes)

A. Division Report

The Board will be briefed on the Educators Division's activities.

B. Proposal to Revise the Mission of the Educators Division

The Board will vote on a proposal to approve the revised mission statement for the Educators Division.

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

12. 2:45 p.m. Advocacy – Ortiz Schneider (25 minutes)

A. Committee Report

The Board will be briefed on the Advocacy Committee's activities.

B. Proposal to Budget for a Professional Lobbyist

The Board will vote to approve funding for a professional lobbyist.

13. 3:10 p.m. Proposal to Approve the July 1, 2021-June 30, 2022 Final Budget and the 2022-24 Draft Budgets – Milan (20 minutes)

The Board will vote to approve the July 1, 2021-June 30, 2022 Final Budget and

the 2022-24 Draft Budgets.

14. 3:30 p.m. Professional Development Committee Report – *Demichelis* (15 minutes)
The Board will be briefed on the Professional Development Committee’s activities.
15. 3:45 p.m. Divisions – *Wozniak/Sette* (15 minutes)
A. Committee Report
The Board will be briefed on the Divisions Committee’s activities.
B. Requirements to Establish a Division Discussion
The Board will discuss some of the requirements to establish a division.
16. 4:00 p.m. International Federation of Translators – *Wozniak* (10 minutes)
A. Report
The Board will be briefed on International Federation of Translators’ activities.
B. World Congress Discussion
The Board will discuss submitting a proposal for the next FIT World Congress.
- 4:10 p.m. Remarks from the General Membership (15 minutes)
This is the time when meeting attendees may share their opinions and comments with the Board.
- 4:25 p.m. Adjourn Meeting for the Day

Sunday, August 8

- 8:30 a.m. Call to Order – *Wozniak* (5 minutes)
17. 8:35 a.m. Consent Agenda – *Wozniak* (5 minutes)
A. *Proposal to Fix the Date of Record for the 2021 Election*
The Board will vote to approve the date of record for this year’s elections.
B. *Proposal to Approve the Appointment of the 2021 Inspector of Elections*
The Board will vote to approve the appointment of this year’s inspector of elections.
18. 8:40 a.m. Ad Hoc National Registry of Individual Translators and Interpreters Committee Report – *Wozniak* (15 minutes)
The Board will discuss the final report from the Ad Hoc National Registry of Individual Translators and Interpreters Committee.
19. 8:55 a.m. Honors and Awards – *Wozniak/Tkaczyk* (30 minutes)
A. Committee Report
The Board will be briefed on the Honors and Awards Committee’s activities.
B. *Proposal to Approve the Gode Medal Nomination*
The Board will vote to approve the Alexander Gode Medal nomination.
C. Conflicts of Interest and Awards Nominations Discussion

The Board will discuss avoiding potential conflicts of interests with awards nominations.

20. 9:25 a.m. *Proposal to Approve the Appointment of Committee Chairs – Wozniak (10 minutes)*
The Board will vote to approve the appointment of several committee chairs.

9:35 a.m. Break (15 minutes)

21. 9:50 a.m. Strategy Day Recap – *Sánchez Zampaulo (20 minutes)*
A. Report
The Board will review the Strategy Day report.
B. Special Interest Groups Follow Up Discussion
The Board will continue its Strategy Day discussion on establishing special interest groups.

22. 10:10 a.m. Annual Conference Update – *Sánchez Zampaulo (15 minutes)*
The Board will be briefed on the Annual Conference.

23. 10:25 a.m. Feedback from the Membership – *Wozniak (10 minutes)*
The Board will share comments heard from members since the last Board meeting.

24. 10:35 a.m. Location and Date for the Next Board Meeting – *Wozniak (5 minutes)*

25. 10:40 a.m. Any Other Business – *Wozniak (10 minutes)*

10:50 a.m. Remarks from the General Membership (10 minutes)
This is the time when meeting attendees may share their opinions and comments with the Board.

11:00 a.m. Adjourn meeting

###

Thank you for attending!