



**Meeting of the Board of Directors  
American Translators Association  
Hyatt Regency Miami  
Board Meeting Room – Orchid - Terrace Level  
Miami, FL  
October 29, 2023**

***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.*

*Note: Agenda items in italics require Board action.*

**Sunday, October 29**

- 8:00 a.m. Call to Order – *Demichelis* (5 minutes)
  
- 1. 8:05 a.m. *Approval of the Agenda – Demichelis* (5 minutes)
  
- 2. 8:10 a.m. Approval of the Minutes – *Demichelis* (5 minutes)
  - A. *August 12-13, 2023 Board of Directors Meeting*
  - B. Board Meeting Summary
  
- 3. 8:15 a.m. President's Welcome and Remarks – *Demichelis* (5 minutes)
  
- 4. 8:20 a.m. Proposal to Approve the Appointment of Board Member(s) – *Demichelis* (15 minutes)
  - A. Proposal to approve the appointment of [insert name(s)] as Director until the Annual Meeting of All Members in 2024.
  
- 5. 8:35 a.m. Roberts Rules of Order – *Kapur* (20 minutes)
  
- 6. 8:55 a.m. August Board Meeting Follow-Up – *Demichelis* (5 minutes)
  
- 7. 9:00 a.m. Reports Requiring No Board Action – *Demichelis* (25 minutes)
  - A. Committee Reports
    - 1. Advocacy Committee
    - 2. Chapters Committee
    - 3. Divisions Committee
    - 4. Education and Pedagogy Committee

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5. Honors and Awards Committee
6. Membership Committee
7. Professional Development Committee
8. Standards Committee
9. Strategy Committee

B. Division Reports

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

C. Other Reports

1. American Foundation for Translation and Interpretation (AFTI)
2. International Federation of Translators (FIT)

8. 9:25 a.m. Treasurer's Report – *TBD* (20 minutes)
- A. Minutes from the August 3, 2023 Finance and Audit Committee Meeting
  - B. Report
  - C. Draft Audit
  - D. *Proposal to approve the appointment of Chair of the Finance and Audit Committee.*
9. 9:45 a.m. Certification Committee – Stephenson (30 minutes)
- A. Committee Report
  - B. Independent Program Audit Discussion
  - C. LMS/Exam AI Discussion

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

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10. 10:25 a.m. Headquarters Report – *Baxter* (20 minutes)
11. 10:40 a.m. Governance and Communications Committee – *Demichelis* (15 minutes)
  - A. Committee Report
  - B. ATA Reimbursement and Honoraria Policy Discussion
  - C. *Proposal to approve the appointment of Chair of the Governance and Communications Committee*
12. 10:55 a.m. Public Relations Committee – *Demichelis* (10 minutes)
  - A. Committee Report
  - B. *Proposal to approve an appointment to the Public Relations Committee*
13. 11:05 a.m. Ad Hoc Special Interest Groups Oversight Committee – *Demichelis* (10 minutes)
  - A. Committee Report
  - B. *Proposal to extend the Special Interest Group Pilot Program*
14. 11:15 a.m. Best Practices Education Committee – *Demichelis* (10 minutes)
  - A. Committee Report
  - B. *Proposal to approve an appointment to the Business Practices Education Committee*
15. 11:25 a.m. Ethics Committee – *Demichelis* (10 minutes)
  - A. Committee Report
  - B. *Proposal to approve an appointment to the Ethics Committee*
16. 11:35 a.m. German Language Division – *Demichelis* (10 minutes)
  - A. Report
  - B. *Proposal to approve a subsidy for the German Language Division*
17. 11:45 a.m. Annual Conference Update – *Demichelis* (10 minutes)
  - 11:55 a.m. Remarks from the General Membership (15 minutes)
- . 12:10 p.m. Lunch
18. 1:10 p.m. 2026 Annual Conference Update – *Demichelis* (20 minutes)
19. 1:30 p.m. Proposal to approve the appointment of trustees to the ATA 401K Program - *Demichelis* (5 minutes)
20. 1:35 p.m. Proposal to approve the appointment to the ATA Chronicle Editorial Board *Demichelis* (5 minutes)

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21. 1:40 p.m. Proposal to approve the appointment of Chair of the Interpreting Profession Advisory Committee - *Demichelis (5 minutes)*
  22. 1:45 p.m. Feedback from the Membership – *Demichelis (5 minutes)*
  23. 1:50 p.m. Location and Date for the Next Board Meeting – *Demichelis (5 minutes)*
  24. 1:55 p.m. Any Other Business – *Demichelis (10 minutes)*
- 2:05 p.m. Adjourn Meeting

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