

**NMTIA
GENERAL MEETING
November 17, 2018**

Meeting Title:	General Meeting	President	Lisa O’Grady
Date/Time:	11/17/2018	Recording Secretary	Nicole Pennebaker
Location:	APS		
Distribution List:	To be posted on NMTIA website.		
Attendees:	(See attached sign-up sheet)		

Call to Order

Called to order at 1:05 by Lisa O’Grady

1. Introduction of Meeting & Attendees:

(See attached sign-up sheet)

2. Review & Approve Agenda:

Agenda reviewed. Amy Lovekin moved to approve the agenda. Manola Colter seconded. The motion passed.

3. Review & Approve Minutes from 3/17/18 and 9/22/18 Meetings:

The minutes from the 3/17/18 membership meeting were reviewed because they weren’t reviewed at the 5/12/18 meeting. Nicole Pennebaker moved to approve the 3/17/18 minutes. Amy Lovekin seconded. The motion passed.

The minutes from the 9/22/18 membership meeting were reviewed. Lisa noted a discrepancy: the 3/17/18 minutes said the certification exam fee will be increasing to \$560 and the 9/22/18 minutes say it will be increasing to \$540. Uwe will check again on the fee increase for the ATA exam. Margarita Montalvo moved to approve. Raquel Troyce seconded. Motion passed.

4. Treasurer’s Report:

Nothing went in or out of the checking account in the last month. Some dues (\$249.74) came in through the PayPal account. There were two expenses for the website which were paid through PayPal totaling \$470.40. We usually get quite a few renewals toward the end of the year. The website expenses for the year are about what we had budgeted (\$1000.00). Lou Ollivier moved to accept the report. Jeannie Aseret moved to second. Motion passed.

5. Old Business:

- A. **Report back CNM DACUM** – CNM has received a grant to create an interpreter training program. Lisa reached out to the committee and four NMTIA members attended the DACUM (curriculum design meeting): Laura Chavez, Rebecca Garcia, Melissa Jameson, Lisa O’Grady. Quite a few medical interpreters also attended. They seem open to having more input from NMTIA. There was discussion about suggesting a program name that doesn’t contain the word “certificate”. There was also discussion about whether the local community can sustain a program that produces a large number of interpreters. We don’t know when they’re planning to launch the program, but will update NMTIA members as information becomes available.
- B. **Update on security measures for NMTIA Web page** – The board decided to add a captcha to the website to increase security and protection from internet scams. The captcha will protect the website from computers, but won’t stop individuals looking for information, so members still need to be cautious. PayPal renewals happen automatically, so if members decide to discontinue their

membership they need to let us know. We investigated adopting a renewal system with notification of upcoming renewals through PayPal, but it would be quite costly. Uwe encouraged everyone to sign up for auto-renewal because it's easier for the organization and we don't have to send out reminders. It's quite easy to refund a membership fee if someone is charged and didn't plan to renew.

- C. **December 8th, 2018 (Potluck)** – Will be held at Margarita's house from 5:00-9:00 pm. The address will be posted on the web site and reminders will be sent out. It would be helpful if people could come early or stay late to help with set up and clean up. Margarita's house is located behind the new APS building that's under construction. We suggest you bring a traditional beverage/food item from your culture, if possible. Please come even if you're unable to bring something. We hope everyone can attend.
- D. **Conference Committee update** – Kerilyn Sappington, Noehmí Hinojosa-López, Manola Colter, Lou Ollivier and Nicole Pennebaker have volunteered to be on the conference committee. The last conference was a huge success. We'd like to branch out to medical interpreting and include more translating as well. If translators and medical interpreters would like to be part of the committee, let Lisa O'Grady know. Those who've volunteered will stay after the meeting this afternoon to coordinate about a meeting time. We're tentatively thinking about holding the conference in late 2019 or spring 2020.

6. New Business/Upcoming Events:

- A. **Nominations for NMTIA Board Elections** – Elections are held in January and we'll be taking nominations between now and election day.

Vice-President (2 year term) - Assists president in all duties and replaces him/her in case of temporary absence by the president. Michael Kagan is current vice-president, so interested members may contact him with questions about the position.

Corresponding Secretary (2 year term) - This is one of the positions with more responsibilities. The corresponding secretary manages the website and answers correspondence for the organization. This person also coordinates with the treasurer to handle memberships. Ruth Warner is the current corresponding secretary, so interested members may contact her with questions about the position.

Member at Large (2, 2 year terms) - Contributes to decision-making and takes on projects as needed.

Treasurer (2 year term) - Uwe has volunteered to continue as the Treasurer, but is open to passing the baton if someone else is interested in running.

Board members attend board meetings in the months between membership meetings (at least 4 per year.)

7. Announcements

There were no announcements.

Adjournment: Lou Ollivier motioned to adjourn. Amy Lovekin seconded. Motion passed. Meeting adjourned at 2:01 p.m.

Next Meeting: TBD in January, 2019