

**Conference of Interpreter Trainers**  
**Online Board Meeting (Chatzy.com Chat Room)**  
Tuesday, February 24, 2004

Meeting called to order at 5:14pm PM, CST.

**Present:**

- President - Carolyn Ball
- Secretary - Jackie Lightfoot
- Region 2 - Nina Coyer
- Region 3 - Jes Julander
- Region 4 - Debbie Peterson
- Region 5 - Diana Gorman

**Absent:**

- Vice President - Annette Miner
- Treasurer – Cindy Farnham
- Region 1 – Jeff Jaech

- 1) Approval of minutes from February 2004 meeting in Las Vegas  
Minutes approved as read (MSP)
- 2) Report from Convention Liaison - Jeff Jaech (absent)

Update provided by Carolyn: No status reports emanating from Brenda as yet

*ACTION: Carolyn/Jeff to contact Brenda for status report.*

- 3) Report from all members on duties given in Las Vegas. (submitted via emails)
- 4) Report on Editor for Proceedings – Carolyn

Application received from Elisa Maroney

*ACTION: Carolyn will send out application letter/resume via email tomorrow, for board vote by February 27 2004*

- 5) Report on Insurance quote – Carolyn

MOTION: 04:02-1 That CIT undertake DOB insurance with Philadelphia Insurance for the quoted rate of \$1600.00 per year. (MSP)

- 6) Report on CCIE Position Announcement –Carolyn

We received an application from DOIT Center to assume administration of the CCIE.

MOTION 04:02-2 That CIT accept the DO IT center proposal to enter negotiations for administering the CCIE (MSP)

*ACTION: Carolyn will ask the DO IT Center to draft conditions in a letter of agreement*

*ACTION: Jes will get info re Mary Stotler award to CIT and RID websites by Friday February 27 2004*

*ACTION: all board members will submit a report by Friday February 27 2004 on their designated action items from the FTF meeting in Las Vegas*

*ACTION: Secretary will send out reminder to board members to write up/submit their action item reports – by Wednesday Feb 25 2004*

Meeting adjourned 6:17pm CST