

**Conference of Interpreter Trainers
Online Board Meeting (AIM Chat Room)**

Friday, January 21, 2005

Present: Miner, Ball, Farnham, Sheneman, Morrison, Coyer, Julander & Peterson

Absent: Mills-Stewart

Vacant: Region 5 Representative

President Miner called the meeting to order at: 4:08 PM PST.

Approval of previous meeting and September 2004 minutes: Passed.

I. Reports

a. President (Miner)

- i. Cost for advertising job positions on website. All must be prepaid! The prices are as follows:
 1. Email ad: \$50
 2. Blackboard upload: \$20
 3. Both: \$65
- ii. Consecutive Interpreting Symposium Sponsor Showcase- June 12-14 in Portland, OR (Julie Simon)- need to send someone to represent CIT to attend.
 1. It was agreed that Debbie would select a representative within her region who is local.
 2. Annette will ask Julie Simon for a waived registration for the CIT representative.
- iii. Region 5 Representative position now vacant- Diana Gorman-Jamozrik resigned.

b. Vice-President (Ball)

- i. Will be putting by-laws on the website by February 1st.
- ii. Will attend a meeting in Denver about CCIE in February and will submit a report about the meeting.
- iii. Will send a monthly report to the membership regarding CCIE.

c. Treasurer (Farnham)

- i. Conference budget still pending.
- ii. Upcoming expense: CCIE meeting costs
- iii. Will update us on NCI at the face-to-face meeting.
- iv. Will bring financial reports from years of 2003/2004 to the face-to-face meeting for further review.
- v. Wants to start submitting monthly or quarterly financial reports.

d. Secretary (Sheneman)

- i. Minutes committee formed: David Evans, Stacey Storme & Todd Tourville. Submitted the 2004 business meeting minutes to them for review.
- ii. Copyright permission form was revised and submitted to the website under the “Forms” link.

e. Region Representatives

- i. Region I (Morrison):** Waiting to hear from the Grievance committee regarding who would be the new chair.
- ii. Region II (Coyer):** No report.
- iii. Region III (Julander):** Still waiting Shelley Lawrence, the program chair, to submit a summary report from the convention- anticipated deadline- by face-to-face meeting.
- iv. Region IV (Peterson):** No report.

II. Old Business

- a.** Strategic plan: Ad hoc committee to meet to prepare for face-to-face meeting.

III. New Business: No new business.

IV. Announcements: Discussed the logistics of the face-to-face meeting in two weeks (transportation and lodging).

Meeting adjourned at 5:40 PM PST.