

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

Thursday, April 7, 2005

Present: Farnham, Sheneman, Morrison, Coyer & Mills-Stewart

Absent: Miner, Ball & Peterson

Vacant: Region 3 & 5 Representatives

Treasurer Farnham called the meeting to order at: 6:08 PM PST.

Approval of January, February and March meeting minutes: Passed.

I. Reports

a. Treasurer (Farnham):

- i. Convention budget report: This was sent out to the board members for review prior to tonight's meeting. This report is not finalized, as some minor changes need to be made. The revised report will be completed soon. It was agreed that the hotel line item should have more details. She will work with Carolyn on the breakdown of the hotel charges. A concern about the low revenue was expressed. There are ideas of how to do things differently for the next convention. The recent convention was the first time we had a paid conference coordinator and not a volunteer committee.
- ii. Our current budget: We now have a balance of \$71,287.45.
- iii. Future submissions of financial reports: At the previous meeting, it was agreed that Cindy would use CIT money to upgrade the software so she would be able to send reports as MS Excel attachments via e-mail. However, when she was ready to make a purchase, she found out that the upgrade is no longer available. She would have to buy brand new 2005 software and it would cost 300 dollars. It was agreed that we would hold this discussion off to the next meeting when she has had a chance to research other options that might save us money long-term. For now, she will mail us a copy of the report.
- iv. NCI-
 1. The next NCI meeting will be at CSD in South Dakota. She is unable to make it but Annette will be going. The meeting agenda will cover the future of NCI and CIT/ ASLTA's role in the future. Once we know the future goals of NCI and CIT's involvement, then we can decide if Cindy should stay on as a representative.
 2. The NCI test is being given to a group of selected individuals for pilot testing. The test developers will meet in San Francisco this month to do the rating.
 3. NCI is discussing what other tests would be recognized in the future like RID decided to recognize the NAD-certified interpreters.

b. Secretary (Sheneman):

- i. Updated videoclips and photos have been uploaded to the website. At the next face-to-face board meeting, Naomi will make new videoclips and ensure that they are in a format that would be faster to load when people want to view them on-line.
- ii. Minutes committee update: Reviewed and accepted the revisions from one minutes committee member. Another committee member is going to send her revisions soon. Still haven't heard from the third member and will follow up.

c. Region Representatives

i. Region I (Morrison):

1. RID VRS Task Force: Had a conference call with RID representatives, Cheryl Moose and Daryl Crouse, on March 18th to discuss some ideas. There is a VRS standard practice paper on the RID website and they want comments to be submitted by May 15th. Brian will send a mass e-mail to the membership asking for comments.
2. NASRA VRS Task Force: Brian heard from Sheri Collins that he is on the task force.

ii. Region II (Coyer): At the previous meeting, Nina said that she would consult a librarian to find out the requirements for setting up a journal. She found out the difference between academic and professional journals. Academic journals are more widespread and authors have to pay to have their articles published. The librarian recommended several books for Nina to review about how to start a journal. She will submit additional information at the next meeting.

d. Membership Coordinator (Mills-Stewart): Kellie is waiting to find out if a new person would be able to take over the routine membership duties before going any further. For now, she is still taking care of the database and the website. We have about 290 members and that is good for a non-convention year.

II. Old Business

The board restructure vote needs to be moved forward. We will need to set up a new deadline for that.

III. Announcements

- a. Face-to-face meeting in San Antonio: reviewed the schedule and flight arrangements.
- b. Naomi would not be able to attend the next board meeting and asked that someone take over in setting up the chat room for the meeting. Cindy said that she would do it and save the chat for Naomi to edit.

Meeting adjourned at 7:08 PM PST.