

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

Wednesday, November 16, 2005

Present: Miner, Ball, Coyer & Covell

Absent: Farnham, Sheneman, Morrision, Peterson & Mills-Stewart

Vacant: Region 3 Representative

President Miner called the meeting to order at: 6:02 PM PST.

Approval of past meeting minutes: July, September and October 2005 meetings- passed.

**I. Reports**

**a. President (Miner):**

- i. CIT got the Best Sponsor Award at the ASLTA convention. We got a plaque. It was agreed that we will put this on the website.
- ii. Proposed that we write a new position paper about working with colleges to establish baccalaureate program in interpreting. It was agreed to let Melissa Smith write a draft paper and then submit to the membership for input.
- iii. It was agreed that we would send each director's plan lists to all interpreter education grant recipients to see how they can support us in achieving our strategic plan goals.
- iv. Grievance committee chair: we may have found a person for this position.
- v. Since it is not possible for us to send format our e-mail announcements and emails with attachments to our membership, Annette suggested setting up a Yahoo groups account to be able to do this. Annette will investigate this possibility further. Laura would investigate this further and consult Kellie. She will report her findings at the next meeting.
- vi. Still working on deciding the convention cost. We need to decide whether to include luncheons in the registration cost. Annette will come up with the figures for the two different costs for comparison: one with luncheons and one without.
- vii. Convention planner: Asked Matthew Moore, the planner for ASLTA convention, for his charges. His fee could be included in the registration fee. Will further investigate this possibility.
- viii. Wants to vote on the revised policy about CIT Board members attending related organization's conferences.
- ix. Face-to-face meeting will be Friday, February 3 starting at 5 PM through Sunday, February 5 at noon. Please buy your plane tickets as soon as possible.
- x. Reminded board members to send their available times for online meetings next semester.

**b. Vice President (Ball):**

- i. By-laws have been completed. They will be sent out for membership vote by November 30<sup>th</sup>. See New Business for vote on extending membership.
- ii. CCIE Report: Still waiting for nominations for new commissioners. Will follow up with Anna Witter-Merithew about this.

**c. Treasurer (Farnham):**

No report

**d. Secretary (Sheneman):**

- i. Will begin to send minutes to the board members online and request for approval within ten days before submitting to the website.
- ii. It was agreed that Naomi would continue to do meeting minutes that are for the public on the website and to-do lists for the board members. If necessary, she would do type detailed meeting notes for our reference.

**e. Region Representatives**

**i. Region I (Morrison):**

Working on Public Relations and Outreach duties as part of the strategic plan.

- a. Update on VRS Task Forces: Both task forces are basically on 'hiatus'. Since many organizations are working on the VRS issues, we will become more of an advisory group that will meet at least once a year via phone conference and then once every two years face to face (most likely at the national RID conferences). We function as an information source between all of the agencies we represent to each other. For example, Brian will report to the other organizations about what CIT is doing in regards to this issue and can then report to CIT what the other organizations are doing, etc. So for now, we are somewhat on "stand-by".
- b. Update on Entry to Practice Competencies: Brian will email Anna Witter-Merithew as soon as possible to ask her about the possibility of getting this posted on the members only section.

**ii. Region II (Coyer):**

No report.

**iii. Region V (Covell):**

Working on Professional Development duties as part of the strategic plan.

- a. Will contact JoAnn Kranis and ask her to submit reports and information to the CIT newsletter and to discuss transition plan for the new replacement in 2007.
- b. Will start creating committees for convention planning.

**II. New Business**

- a. Covell moved that we extend our membership period an additional 45 days to allow the members to participate in the by-laws vote.

Motion seconded and passed.

**III. Announcements**

Reminder: Next meeting is on December 15<sup>th</sup>.

Meeting adjourned at 7:25 PM PST.