



1. Call to order, welcome and housekeeping

2. Approval of Agenda

3. Motion to limit discussion

I move we limit each topic of discussion to 10 minutes.

4. Approval of November 2013 meeting minutes

5. Executive Reports

5.1 President – Report attached	Caroline Tetreault
5.2 Past President – No report	Jessica Siegers
5.3 Vice President – No report	Brenda Carmichael
5.4 Treasurer – Report attached	Simon Dorer
5.5 Secretary – Report attached	Julia Menzies
5.6 Member-at-Large – Report attached	Darcie Kerr

6. Committee Reports

6.1 Directory – No report	Susi Bolender
6.2 Fundraising	VACANT
6.3 Membership – No report	Jenny Cowan Erika Kosciuk
6.4 Newsletter – Report attached	Caitlin Barker Gore Kristie Walters
6.5 Professional Development – Report attached	Janet Lewis Jessie Dawson
6.6 Professional Standards – Report attached	Miriam West
6.7 Public Relations – No report	Maggie Harkins

6.8 Technology Committee – No report

Trevor Leyenhorst
Bryan Corry

6.9 Douglas College Student Reps – Report attached

Diana Lane
Sea Reid

7. Old Business

7.1 ACTION ITEM: Membership Committee and Technology Committee will explore online proxy options and bring a motion forward to the Membership at the Spring GM.

7.2 ACTION ITEM: Caroline will set up a system/plan for how to best conduct email correspondence and will let the Board know.

7.3 ACTION ITEM: Julia will contact Forrest to see if WAVLI can help in the promotion of selling/donating the DVDs.

7.4 ACTION ITEM: Julia will start an email thread with the full Board about how WAVLI can put the DVDs to use.

7.5 ACTION ITEM: Professional Development Committee will look into to hosting an event for WAVLI Membership with the goal of educating on WAVLI complaints and disciplinary policy procedures.

7.6 ACTION ITEM: Caroline will contact Sylvie Lemay to address issues and questions on behalf of the Board in regards to the town hall meeting (before Nov 29th).

7.7 ACTION ITEM: Caroline will check with George Bryce as to what WAVLI's timeline is in order to amend bylaws.

7.8 ACTION ITEM: Caroline will email the Board with membership grid lines.

7.9 ACTION ITEM: Caroline will send the Technology Committee a link to the AVLIC website in order to connect individuals who are curious about becoming a Member.

7.10 ACTION ITEM: Technology Committee will set up a link on the WAVLI website directing individuals to AVLIC with questions about becoming a

Member.

7.11 ACTION ITEM: Technology Committee will post Facebook policy on WAVLI website.

7.12 ACTION ITEM: Darcie will post social media policy on WAVLI Facebook page.

8. New Business

8.1 Directory Committee

Caroline Tetreault

8.2 Dispute Resolution Process

Caroline Tetreault

8.3 2014 Meeting Dates

Julia Menzies

9. Announcements

10. Motion to Adjourn

President

December 7, 2013

Caroline Tetreault

ACTIVITIES TO DATE

- i) Email correspondence with:
 - a. Sylvie Lemay, re: Dispute Resolution Process Review and Town Hall
 - b. George Bryce, re: WAVLI Bylaw Issues
 - c. AVLIC Manager, WAVLI Executive and WAVLI Membership Committee re: Membership Criteria
- ii) Accompanied Past President at presentation on WAVLI/AVLIC to the second year interpreting students at Douglas College, Nov. 26
- iii) Spoke with Board member re: future direction of their committee

ONGOING ACTIVITIES

- i) Answering emails at president@wavli.com, or forward messages on to appropriate Board Members, contacts, listserv, etc.
- ii) Continue communication with Potential member re: WAVLI/AVLIC membership criteria

FUTURE INITIATIVES

- i) Investigate succession planning and recruitment strategies
- ii) Attend Chapter President's meeting via technology January 11, 2014
- iii) Assist AVLIC with DRP Review

Treasurer

December 8, 2013

Simon Dorer

ACTIVITIES TO DATE

- I. Received and deposited pro-d cheque from BCSD.

ONGOING ACTIVITIES

- I. Reconcile Ledger
- II. Empty PO Box weekly.
- III. Pay bills.
- IV. Regular email correspondence.

FUTURE INITIATIVES

- I. Investigate merchant service fee for imprinter and equipment rental.

WAVLI BOOKKEEPING

Oct 2013

OPENING BALANCE \$24,823.43

REVENUE

Date	From	Chq#/Cash	Amount	Description
21	Members	both	\$440.00	Pro-D

Total Revenue \$440.00

EXPENSES

Date	For	Chq#	Amount	Description	Cashed?
1	TDMS Stmt Sep Bus		\$25.55	Bank	Y
18	Simon Dorer	1436	\$157.50	Admin Office	Y
20	Bonnie Lyn Barker	1437	\$1,932.23	Pro-D	Y
28	TD Cheque Order		\$125.81	Bank	Y

Total Expenses \$2,241.09

Statement:
\$23,022.34
\$23,022.34 ✓

CLOSING BALANCE \$23,022.34

OUTSTANDING: \$0.00

Secretary

December 12, 2013

Julia Menzies

ACTIVITIES TO DATE

- i) Collected WAVLI materials from former Board members.

ONGOING ACTIVITIES

- i) Answering emails at secretary@wavli.com, or forward messages on to appropriate Board Members, contacts, listserv, etc.
- ii) Collecting and sorting WAVLI documents from past Board Members to file with George Bryce.

FUTURE INITIATIVES

- i) Contact Forrest to see if WAVLI can help in the promotion of selling and/or donating the Still Talking... DVDs.

Member-at-Large

December 6, 2013

Darcie Kerr

ACTIVITIES TO DATE

- i. Responded to general requests at wavli@wavli.com.
- ii. Corresponded with the Pro D about a possible upcoming workshop.
- iii. Took minutes at the November WAVLI board meeting.
- iv. Corresponded with AVLIC about membership inquiries.

ONGOING ACTIVITIES

- i. Managing WAVLI Social Media sites
- ii. Re-working the information we send to people who make interpreting requests through wavli@wavli.com
- iii. Looking for social media policies that WAVLI
- iv. Looking into location ideas for AVLIC 2020.

FUTURE INITIATIVES

- i. None to date.

Newsletter Committee

December 8, 2013

Co-Chairs: Kristie Walters & Caitlin Barker Gore

Members: Gitte John

ACTIVITIES TO DATE

- i) Issued our first Ripple through listserve
- ii) Asked general membership for topics of interest for future issues
- iii) Attended the Interpreters Café
- iv) Emailed in response to feedback and congratulations

ONGOING ACTIVITIES

- i) Responding to e-mail correspondence as necessary
- vii) Discussing deadlines, content, and ways of involving the members who reside outside of the Greater Vancouver area
- viii) Obtaining copies of past issues in order to archive
- ix) Researching ways to encourage article submission
- x) Corresponding with members and community members about submissions

FUTURE ACTIVITY

- i) Investigate policies related to printing photos of members
- ii) Archive past issues and set up online access for members
- iii) Revise position outline for future chairs

Professional Development Committee

Dec 12, 2013

Co-Chairs: Janet Lewis and Jessie Dawson

ACTIVITIES TO DATE

- i) Attended the November Board meeting
- ii) Corresponded with Darcie and Miriam regarding potential workshop in Early 2014 focusing on dispute resolution

ONGOING ACTIVITIES

- i) Responding to e-mail correspondence as necessary.
- ii) Looking into possible future workshop by contacting former Chair and potential presenter.
- iii) Continued correspondence with potential presenter for April workshop

FUTURE INITIATIVES

- i) Research future professional development opportunities and present them to the Board.
- ii) Contact potential presenters, and discuss content for February workshop

WAVLI Student Representatives
December 6, 2013
Diana Lane and Sea Reid

ACTIVITIE TO DATE

- i) The Fall semester has ended! Thank you for your support thus far?
- ii) First year students would like to extend their gratitude to their professional interpreter twins for mentoring them through their first semester.
- iii) There were a number of Douglas students in attendance at the Team Interpreting workshop presented by Stephanie Clark for Sorenson Communications. We appreciate the opportunity to partake in the workshop and het to know the community better.

ONGOING ACTIVITIES

- i) Second year students are preparing for practicum!

FUTURE INITIATIVES

- i) Second year students will be planning a community appreciation event to thank everyone who has supported us throughout our continued learning process. The event will be held in second semester. Tentative date: Sunday, January 5, 2014 (afternoon/evening) at Heartwood Community Cafe.

Happy Holidays from the students!