

## Minutes of the 2001 Annual Meeting of the German Language Division

The annual meeting of the German Language Division was called to order at 1:35 p.m., November 1, 2001, by the division administrator, Dorothee Racette. She announced that participants were free to address the meeting in English or German, as they wished. Last year's minutes were available at the head of each row of chairs. Ms. Racette asked everyone to review the minutes and bring any additions or corrections to the attention of the meeting. There were no additions or corrections, and the minutes of the 2001 annual meeting were approved by voice acclamation.

Ms. Racette then gave her report of the past year's activities of the GLD. At present there are 753 members of the division, making it the third largest in the ATA (behind the Interpreters and the Spanish Language Division). This is a substantial increase over the 700 members the division had as of January 2001. The *interaktiv* is now available on the Internet; only about 75 members of the division prefer to receive a hard copy by mail. There are also about 75 members who have not supplied ATA headquarters with an email address. All other division members must download the *interaktiv*. The new method of publication, introduced this past year, has been a major financial success.

Contacts with other professional organizations have also been deepened over the past year, Ms. Racette reported. The participation of Peter Schmitt, a member of the Bund deutscher Dolmetscher und Übersetzer (BDÜ), at this year's ATA conference is one indication of closer ties between our division and that organization. Tom West, President of the ATA, is also interested in encouraging international relations among professional translators associations.

Ms. Racette thanked the "Ratsrunde," consisting of past and present administrators and other division helpers, for the support and consultation they had provided to her throughout the year. She also invited other members who would like to participate to let her know.

Another project that has progressed in the past year is the "frequently asked questions" posting at the GLD Internet site. FAQs have been developed to answer some of the most common questions beginners to the profession may pose, but more needs to be done. Ms. Racette called on everyone in the division to take a hand in contributing small articles to round out this valuable resource. Another related effort is the seminar for beginners to the field of German<math>\leftrightarrow</math>English translation that Ms. Racette and Elke Limberger-Katsumi are offering at this conference.

Michael Magee, assistant administrator of the division, then gave a brief presentation, focusing on the issue of a separate German-language conference. This would be the first such conference sponsored by our division and dedicated to German-language translation. We should ask ourselves why we come to the ATA conference and, in the answer to that question, discover the elements that would make a successful German conference. Some of those elements are learning, skill enhancement, networking, and of course some sightseeing. Lower attendance at this year's ATA conference in Los Angeles might indicate that there would indeed be interest in a GLD conference. It was reported that other language divisions have held successful conferences, which can break even or even make money. A show of hands at the annual meeting indicated that roughly two-thirds of those attending would be interested in such an event. The discussion today should be viewed as laying the groundwork for future decisions, Mr. Magee said.

Michael Metzger, division webmaster, then rose and gave his report. He said the GLD website and listserv are functioning well. He does not monitor the division discussions, but rather leaves them free to users to shape. He recommended a good article on email lists that can be accessed at the GLD web page. There are approximately 134 or 135 members of the GLD listserv, and contributions range from 80 to 260 per month. The listserv has grown steadily over the last 2 ½ years. Mr. Metzger explained again briefly how to join it and pointed out that old contributions are available at the GLD archive online. Our website, approximately 20 pages in all, includes back issues of *interaktiv* from March 1999 to the present, available in pdf and zip files. Mr. Metzger said he is always interested in new content for the website and called on all division members to make suggestions. Finally, Mr. Metzger expressed his agreement to continue in the position of division Webmaster for another year.

Ms. Marga Hannon, editor of *interaktiv*, reported that 4 issues had been published in the past year, ranging in size from 16 to 28 pages, the largest being the issue that reported on the ATA conference in December 2000. She reviewed the highlights of various issues. After 4 years on the job, Ms. Hannon will be giving up her post as editor, and the members in attendance gave her a warm round of applause in thanks for all her efforts to develop an informative and well-written newsletter. She reported that the newsletter has been realigned for on-line publication and now offers hyperlinks to websites related to published articles. She thanked Karen Lawliss for her hard work in developing a lively layout that takes advantage of the opportunities offered by on-line publication. Ms. Hannon thanked the *interaktiv* team, consisting of her co-editor, Mr. Manfred Winter, Karen Lawliss, and Janice Becker, as well as past and current division administrators, for their support. Finally, Ms. Hannon announced that Ms. Christiane Bohnert will be the new editor of *interaktiv*. Unfortunately, Ms. Bohnert was unable to attend the ATA conference.

After Ms. Hannon's report, Ms. Racette announced that, after much thought, she had decided to thank Ms. Hannon for her contribution to the *interaktiv* and the GLD by giving her a tree for her new home in Australia, a reminder of the gratitude of her colleagues in the US.

The next order of business was the financial report, provided by Ms. Racette, who thanked her predecessor, Helga Gunther, for leaving the division in such great shape. Attached is a copy of the financial report that was distributed at the annual meeting. The budget of \$10,500 is based on a conservative estimate of division membership of 700. Division rules require a vote on dues. Ms. Racette proposed that the \$15 annual dues remain at that level for the next year, and a voice vote approved that motion. The discussion of the budget was then opened. A member asked if the division conference under consideration would be financed by dues. Ms. Racette replied that it would not. Registrations for the conference would be its primary source of financing, along with some funds already earmarked for it. Claudia Kellersch suggested that the budget should include a specific item to bring speakers each year from Germany, such as was done at this ATA conference. Leslie Nelman proposed that the money formerly allocated from division funds to support headquarters (\$2800) could be put to this use. Ms. Racette agreed that funds could be applied to events and continuing education. The budget was then approved, with one vote opposed and no abstentions.

The meeting was then opened for new business. The first item was the distribution of *interaktiv*. ATA headquarters reported that less than half of the GLD membership downloaded it. This is regrettable since the newsletter includes important news and helpful information for the members. In response to a question, it was reported that the count of downloads covers several weeks after the new issue is announced, so it is reliable. It was

suggested that several announcements be sent by email when a new issue is posted to encourage members to download it. Our webmaster, Michael Metzger, also reported that this problem is typical among organizations that distribute their newsletter in this manner. The newsletter is available in both pdf and zip files, so file format should not present a problem. Members were directed not to double click on the hyperlink when downloading, however, and Ms. Racette suggested we could add a "Having difficulty?" paragraph on the GLD website. Mr. Metzger also proposed that *interaktiv* should always include a paragraph with such tips and a note to ask him for help if readers have any technical difficulties with *interaktiv* or the website.

A member asked if the division will be printing a directory of members. Ms. Racette said it was available at the ATA website and reminded the meeting that the division had agreed that we didn't want to spend the money for a printed edition that would soon be out-of-date. In response to the question about the possibility of selling subscriptions to *interaktiv* to non-members of the GLD, it was decided that this action, while it would raise more money for the division, would not promote membership in ATA. Ms. Racette said she would bring the issue to the ATA board. It was pointed out that the BDÜ uses subscriptions to their newsletter as a marketing tool.

Next year elections will be held for administrator and assistant administrator so a nominating committee is needed. The Board of Directors has approved a simplified election procedure for all divisions. Ms. Racette asked for volunteers for the nominating committee to approach her after the annual meeting and announced that details about the procedure will be published in the next issue of *interaktiv*.

Ideas for a GLD conference were then discussed. The concept is for a smaller conference, 40 to 50 people attending, probably in late April of 2003. Mr. Magee reported that hotels have already been approached. Sue Ellen Wright asked why we don't look into holding it at a university, which would reduce costs but may make travel more difficult if the university is not in a major city. Kent is already hosting a conference in March 2002, but perhaps SUNY Binghamton would be amenable. Antja Katcher asked if that meant the university would have to co-sponsor the conference, to which Ms. Wright replied that the university would probably want to so their students could attend for less. It might also be possible to offer continuing education credits for attendance. There was some sentiment that the spring of 2002 is probably too soon to organize a conference. Mr. Magee reported that there was intense interest from sponsors and exhibitors for regional conferences that have been held in Austin and that "early bird" registrations go along way to covering initial expenses. With so many ideas and questions, Ms. Racette once again asked for volunteers for organizing the conference to approach her after the meeting.

At that, Ms. Racette asked if there were any other questions and concerns. When none were raised, she adjourned the meeting.