

MINUTES OF THE ANNUAL MEETING OF THE
SCIENCE AND TECHNOLOGY DIVISION OF THE
AMERICAN TRANSLATORS ASSOCIATION

Thursday, September 21, 2023, 1:00 – 2:00 PM EDT

Held virtually on Zoom prior to the 64th ATA Annual Conference

- 1. Division Administrator Mery Molenaar called the meeting to order at 1:00 PM EDT.**
- 2. The minutes were approved.**
- 3. Mery introduced the members of the Leadership Council and the Podcast Team.**

Leadership Council

- Mery Molenaar, Administrator (present)
- Heike Holthaus, Assistant Administrator (present)
- Carola Berger, Webmaster (present)
- Matthew Schlecht, Discussion List Moderator (present)
- Lebzy González, LinkedIn Manager (present)
- Pavitra Baxi, Blog Editor & Twitter Admin (present)
- Anees Gharzita, Facebook Administrator (present)

Podcast Team

- Patricia Fonseca (Podcast post-production) (present)
- Valeria Verona (Podcast host) (present)
- Heike Holthaus (Podcast coordinator and podcast post-production) (present)

4. S&TD Division leadership elections 2023

Nominating Committee: Hans-Jochen Trost (present) & Chris Schertler (not present)

Mery shared information on leadership council elections and that for 2023 an election was due for both the administrator and the assistant administrator position. She introduced the nominating committee.

Jochen reported on the nomination and election process. Both Mery and Heike had stated that they are willing to serve a second term. There were no additional nominations. Mery and Heike are re-elected for a 2-yr. term
Mery thanked Jochen and Chris for serving on the nominating committee.

5. Admin report

Mery reported on the Division's membership status, virtual networking events in 2023, changes regarding Distinguished Speaker at the annual conference and sent out a call for DS speaker recommendations for 2026. She also talked about changes to the Division's leadership council, and the Division's podcast, which was launched earlier this year. She thanked outgoing LC members Kenneth McKerrow and Anees Gharzita for their service.

6. Report on Division activities in the past year

Website: Carola reported on the changes made at HQ regarding website hosting, security and updating. She pointed out that the Division's podcast has its own menu item. Mery pointed out that the contact information for LC members can be found under "About us" > "Leadership council".

Podcast: Heike reported on the 2023 episodes, what platform they are hosted on and the listening statistics. She also asked the membership what their preferred podcast platforms are and encouraged the members to contact the podcast team with topic ideas and whether they would like to be interviewed.

Facebook: Anees reported about the groups' membership numbers, type of topics discussed and driving engagement within the group.

Listserv: Matthew reported on listserv activities and that he had analyzed and cleaned the list. He plans to repeat the process in early 2024 to ensure that all its members have an ATA membership and S&TD affiliation.

X (formerly Twitter) and Blog: Pavitra reported about membership and engagement on X. The blog was stagnant due to the website being down.

Mery introduced new blog posts and talked about the Blog Article Style Guide and the Conference Session Review Questions Template that can be found on the website. She also pointed out the benefits of writing for the blog.

Lebzy reported on the growth of the Division's LinkedIn group. She elaborated on the benefits of being a member of the group, how members can engage and what they can do to increase the reach of posts.

Mery gave details of the ATA64 off-site event (joint dinner with Medical Division) and Carola encouraged people to use "Friends & Family" when paying with PayPal to avoid tax reporting issues for her.

Mery called for volunteers for Facebook admin and podcast post-production.

7. Open discussion

Members present were invited to comment or ask questions. 22 members were present.

8. The Annual Meeting was adjourned at 2:00 PM EDT.

Minutes drafted by Heike Holthaus and approved by Mery Molenaar

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