

September 16, 2025, MNTIC Board Meeting

1. Called to order at 4:40. As an ice-breaker board members shared memories of the first day of school.
2. Present:—Ehtalow, Jenny, Maria, Marj, Sally. Motion by Sally, seconded by Maria to approve minutes as amended and Agenda. Motion carried.
3. Financial Update
 - a. August income was \$10,412.82, the lowest month this year by about \$10,000. However, September is set to make up for it with \$17,165.80 already and Farm Aid, which will bring in another \$11,000, coming up. The monthly goal is in the low \$20,000s.
 - b. Year to date comparison shows a 70.59% increase in gross revenue and 65% increase in what we've paid out to our interpreters and translators!
 - c. Jenny and Sally still have to submit invoices for August Executive Director work for board approval.
 - d. Sally proposed the board approve paying Soyome after her initial hours run out. She is highly capable and efficient and could make a big difference with a small number of hours. We will revisit the question when that happens.
4. Old Business
 - a. We are leaving the best practices for USCIS workshop on the back burner for now, due to other more urgent and important things, such as Farm Aid!
 - b. We established a priority for the website, to get all of the board members' photos and bios up. Marcela will gather those that are missing and get them to Jorge.
 - c. There is another Hack the Gap session scheduled for Mary.
 - d. We need volunteers to look into grant possibilities for pro-bono work and to research certifications.
 - e. Maria gave an update about Zoom recording issue: The Synod said they were going to record the training for people in their group who could not attend live. Afterwards, Maria was included on the recipients' list of a post-meeting email, which provided a link to the Synod's website where there is a link to a YouTube recording of the meeting, including the interpreted version. This was exactly the scenario we wanted to prevent. Although Maria did a good job despite the fast and non-stop speed of the presentation, we have to establish a policy and system to prevent our raw translations from being published. Since last meeting, Maria used Chat GPT to create draft contract language on the issue. Marcela learned from the ATA that the speaker is considered the author of the speech and the interpreter is the author of the interpretation. Therefore, permission through a contract should be required in order to publish an interpretation. And if its reproduction generates income, questions about royalties arise. We agreed to create a first draft of contract language regarding recording and publishing of interpretations within the next two weeks. Then we will send it out to membership for their input.
5. New Business

- a. Minutes have been distributed a day or hours before the next board meeting. The secretary will now be distribute them within a few days of finishing the board meeting they cover. She will distribute a to-do list along with the minutes. The VP will use the to-do list to check in and make sure everything is getting done.
 - b. New Clients—Day Force is a global HR platform based in the Twin Cities. They had a big meeting with four people from Mexico and used our services. Mary had to fill out a lengthy contractor profile. A lot of work was put into getting them onboard, but it was a good experience once that was taken care of. There was some unpleasantness about prep time. From now on we will inform clients upfront that there will be a minimum of 1 hour prep time for a full-day, with the caveat that it could be up to 3 hours when material technical. This is not currently on our rate sheets.
 - c. Formatting fees are not varied by tiers. There was a suggestion that we charge according to the client's tier at the per-hour rate for interpretation, but there was no motion or vote taken. We should also take into account the degree of complication for a formatting job. Marcela stated that for many documents, WordFast will do the formatting work for us. For those formatting jobs that have to be done manually, she has a subcontractor in Chile who formats those documents.
6. Next meeting will be October 21, 2025 at 4:30. This month's gathering will be at Okome House on September 26, 2025.