

INTERPRETING DIVISION

ANNUAL GENERAL MEETING

Novotel London City South, 53-61 Southwark Bridge Road, London SE1 9HH

Saturday 3 June 2017, 14:30 - 15:00

MINUTES (Unconfirmed)

1. Welcome

The Chair welcomed both new and long-standing members and asked everyone present to sign the attendance list (attached herewith)

2. Apologies for absence

Apologies for absence were received from Sabina Metcalf MCIL.

3. Amendments / Adoption of the Minutes of the AGM held on 6 June 2015

The Chair stated that only those members who attended the 2016 AGM could approve the draft minutes and asked if any amendments were required. No amendments made; approval of the minutes was proposed by Eulalia White FCIL and seconded by Patricia Von Simpson MCIL, CL.

4. Matters arising

None.

5. Reports by Committee members

a. Chair's Report

The Chair reported verbally on the highlights of the last year and advised members present that her full written report would be available via the CIOL website. Key points noted:

- All ID events offered over the last 12 months had been based on ID member feedback/recommendations. Three events have been held – Voice and Stress Management for Interpreters, in November, which attracted over 90 delegates, Digital Marketing for Interpreters, held in April and Ethical Dilemmas for Interpreters in a Digital World (June).
- Events are mainly marketed via the CIOL website, email invitation, Eventbrite and both CIOL and ID's social media channels plus InterpNet.
- InterpNet continues to be active with regular contributors.
- ID representatives attend regular meetings with CIOL's senior management team to consult on and facilitate the implementation of various changes such as the centralisation of the accounts. ID has requested that TAD (the CIOL's

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accounting function) provides the Treasurer with an overview of the actual cost of each event.

- VAT must now be applied to all ID events following a review of CIOL's VAT profile which determined that CIOL is not an eligible body for VAT exemption.
- Requirement for ID to comply with a number of new CIOL policies – data protection, Equality, Diversity and Inclusion, Health & Safety (risk assessment).
- All divisions are required to submit an annual report to Council on its activities.

The Chair took the opportunity to thank members for supporting ID events throughout the year. Thanks were also extended to Jack Sellen and Julie Hobbs for their contribution to the success of ID events and to the Management Committee for their continued hard work, dedication and support.

b. Treasurer's Report

The Treasurer gave a detailed explanation of the new style presentation for the end of year accounts for the year 2015-16. The accounts for year-end 31.8.16 were proposed by Gabriela Bocanete Letchford MCIL and seconded by Galyna Bland.

6. Election of the new Interpreting Division management committee (Jane Galbraith Head of Membership in the Chair)

Committee members standing for re-election:

Gabriela Bocanete Letchford MCIL, CL
Galyna Bland MCIL
Maria-Teresa Grau MCIL
Christine Pocock FCIL
Diana Singureanu MCIL
Marta Stelmaszak Rosa MCIL, CL
Michael Wells MCIL CL

Members standing for election:

Jane Galbraith confirmed that no other nominations had been received. The above named committee members were therefore re-elected (en-bloc) for a further 12 month period by a show of hands.

7. Any other business

There was no *other business*. The Chair thanked the attendees for their time and contributions and closed the meeting at 15.00hrs.