

# Medical Division Annual Meeting Minutes

---

## ANNUAL MEETING OF THE MEDICAL DIVISION OF THE AMERICAN TRANSLATORS ASSOCIATION

October 1, 2022, 6:30 P.M. EST  
ATA 63rd Annual Conference  
Online

### Leadership Council Attendees:

1. Yasha Saebi – Administrator
2. María Paula Plazas – Assistant Administrator
3. Alcira Salguero
4. Andreea Boscor
5. Luz Miranda
6. Mary Virginia Burke
7. Mery Molenaar
8. Tony Guerra

### Medical Division Member Attendees: 27

The mission of the Medical Division is to promote cooperation and exchange of information among its members; organize meetings, workshops, and conference activities related to medical translation and interpreting; and publicize professional development opportunities.

#### 1. Call to order

Yasha Saebi, the MD Administrator, called the meeting to order at 6:31 p.m.

#### 2. Approve minutes of last year's meeting

The previous year's Annual Meeting minutes were displayed, and the file was shared with the attendees; María Paula Plazas, MD Assistant Administrator, motioned to have the minutes approved. Mery Molenaar and Andreea Boscor seconded the motion. Seeing no votes against it, the 2021 Annual Meeting minutes were approved.

#### 3. Accept the agenda

The agenda for the Annual Meeting was displayed, and the file was shared with the attendees; then Ms. Saebi made a Motion to have the Agenda accepted. Ms. Boscor seconded the motion. Seeing no votes against it, the 2022 Annual Meeting agenda was accepted.

#### 4. Medical Division 2021 Overview

Ms. Saebi delivered her opening remarks. She commented on the Leadership Council's work during the year and introduced the Division Leadership Council members. Ms. Saebi explained that a networking team was created at the beginning of the year, a new webinar coordinator was assigned, a new section for *Caduceus* will be created and about our Distinguished Speaker for this year. Ms. Saebi also

introduced Tony Guerra, a supporting leadership Council member who usually offers advice regarding Division matters.

## **5. Nominating Committee**

The Chair of the Nominating Committee, Leyre Alegre, was absent; therefore, Ms. Saebi talked about the Nominating Committee's duties and welcomed members to apply as Nominating Committee members for next year's elections.

## **6. Listserv**

Mary Virginia Burke explained her tasks as moderator and shared a report from last year. Ms. Burke explained that the listserv is used for discussions about terminology, questions, mentorships, events and conferences, and job opportunities. She invited members to join the list.

## **7. Caduceus**

Ms. Boscor explained her work with Luz Miranda on *Caduceus*. She shared the covered topics and encouraged people to send their suggestions and participate. Ms. Miranda introduced herself and said a few words about her work for the Division publication.

## **8. Networking Events and Social Media**

Ms. Plazas shared a report about our networking series when these took place and our members' responses. She also commented on social media and invited members to follow us on Twitter and LinkedIn and to join us on Facebook for the most updated MD information.

## **9. Webmaster**

Mery Molenaar introduced herself and explained in detail about our website and what can be found in every section.

## **10. Webinars**

Alcira Salguero explained how she took care of the webinar section and her leading role. She also presented this year's progress regarding medical-related webinars and how potential speakers are recruited.

## **11. New Business for 2023**

Ms. Saebi shared the plans for 2023, including creating a podcast and the transition to new admins. She invited members attending the Annual Conference to join us for our MD Annual Dinner.

## **12. Adjourn – Closing Remarks**

Ms. Saebi thanked members for attendance and participation throughout the year and ended the meeting at 7:25 p.m.

###