



FIT EUROPE

REGIONAL CENTRE EUROPE OF THE
INTERNATIONAL FEDERATION OF TRANSLATORS
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Draft Minutes of Steering Committee meeting held Saturday 06 December 2008

The newly elected members of the FIT Europe Steering Committee met immediately after the General Meeting to start business.

Present:

Patricia Alarcon (PA. Belgium),
Cristiana Coblis (CC. Romania),
Javier Sancho Durán (JSD, Spain),
Eyvor Fogarty (EF. UK),
Reiner Heard (RH. Germany),
Liisa Laakso-Tammisto (LLT. Finland),
Kevin Quirk (KQ. Norway)

01/1 Office-holders

Chairman: Reiner Heard (proposed by LLT, seconded by EF; unanimous)
Secretary: Eyvor Fogarty (proposed by RH, seconded by KQ; unanimous)
Treasurer: Liisa Laakso-Tammisto (proposed by RH, seconded by JSD; unanimous)
Vice-Chairman: Patricia Alarcon (proposed by JSD, seconded by CC; unanimous)

01/2 General running of the Steering Committee

It was agreed that all business could be conducted in French and English as all members could understand French and all could understand English, with assistance. Each member could speak in whichever of the two languages they felt more comfortable with.

01/3 Bank account

The Treasurer will have to set up an account in Finland and transfer FIT Europe funds from Denmark to the new account. For this purpose, these minutes are a record of the mandate given by the duly elected committee to its Treasurer, Liisa Laakso-Tammisto, to act on its behalf and to authorise her to open a bank account on its behalf.

01/4 Communication with FIT Executive Committee

It had been noted that the FIT Executive Committee was seeking closer relationships with the Regional Centres. It was agreed that RH would maintain these links for FIT Europe.

01/5 Projects and Tasks

The projects and tasks to be carried out by the new committee were detailed by JEF at the general meeting, as follows.

- i) Code of Professional Practice. RH would like to continue this. Agreed
- ii) More involvement of Eastern Europe in FIT Europe concerns. Agreed
- iii) Professional Translator profile
- iv) Closer liaison with FIT Council. Clearer procedures to be drawn up for accounts, financial support from FIT, and reporting between FIT Council and FIT Europe. The flow of information should be properly regulated, avoiding both surplus and paucity of emails and documents.
- v) Wording of Bylaws to be finalised, with effort to incorporate suggestions in advance and minimise the burden of last-minute proposals.
- vi) Rates and Salaries Survey (Working groups: SFT; BDÜ; NGV)

01/6 Progressing Projects and Tasks

Two volunteers are sought for each of the jobs of Bylaws and Code of Conduct.

- i) KQ will revise the Bylaws in EN. PA will handle the translation.

01/7 Website and emails

RH will ask JEF about the current situation. CC volunteered to set up an e-group.

01/8 Funding

RH Will draw up the List of Projects. The Steering Committee will look at priorities and costs. It will also look for 'eligible activities' (liaising with FIT).

As regards funding, a suggestion is that associations could be asked to wholly fund or contribute to particular projects

Date and place of next meeting: 11 September 2009, Berlin