

APPENDIX E

Minutes of the translations committee meeting Region 9 Assembly 8th of October 2009

Present: Giorgia, Carmen, Esti, Heli, Hilde, Yelisa, Loes, Tom

Chair: Yelisa

Secretary: Loes

1: Goals

Short term goals: both short term goals were completed: Translations of big book and glossary (Spanish and English)

Language map: a list is made, no map will be made for it wouldn't be useful: we can just change the name into language list"

Ongoing goal: to encourage all service bodies to make a glossary in their own language, based on the existing glossary

ACTION Carmen + chair: make explanation on what a glossary is and why it is helpful, e-mail the glossary, and a 3month reminder, gather the translations

Ongoing goal: Make an inventory of translated literature and language: is changed because WSO also is busy with this inventory: encourage all service bodies to fill in assignment agreement with list of translated unapproved literature and license 3. A lot of service bodies filled in the list from last year and e-mailed them to Yelisa.

ACTION Yelisa: send the lists to Loes.

ACTION Loes: make the lists into one spreadsheet.

ACTION Esti: e-mail the service bodies to ask them to fill in the assignment agreement and license 3 based on the inventory.

Esti will ask WSO to make clear what has changed in new versions of literature so you know what needs to be changed when you reprint

Permanent goal: Emphasize the availability of financial support from Region 9 and WSO and how to apply for it by

ACTION Chair: sending out a reminder one month before the application deadline 15 Feb. WSO, 31-03 Region 9.

Permanent goal: Have countries in Region 9 that speak the same language meet and work together on translations

ACTION Heli: send e-mail to region 9 countries that speak the same language to make them aware of that they speak same language, use language list.

Ongoing goal: To encourage all countries to translate at least one piece of literature every year, for instance the pocket reference would be good, because it's basically all you need for having a meeting.

ACTION Hilde: make a letter to encourage service bodies to do it.

2. New chair

Yelisa is stepping down, no one in the committee wants to do it.

Minutes of the translations committee Wrap up session 9th of October 2009

Oli is elected as the new chair

For sending out the reminder of making the glossary, translate 1 piece of literature and the translation fund: the chair will contact the Region 9 secretary for sending out the actual e-mails.

Carmen

Giorgia

Tom

Loes

Hilde

Heli

Yelisa

New Chair: Oli

Esti (trustee, not a member of the committee)