

COCAL International Advisory Committee  
Minutes of July 21, 2014 (9h00 a.m. Pacific Time)  
Francine Tremblay

Present: Joe Berry, Mary Ellen Goodwin, Jonathan Karpf, David Milroy, Marcia Newfield, Maria Peluso, David Rives (convener/chair/minutes taker), Betsy Smith, Francine Tremblay (minute taker), Maria Teresa Lechuga; Mayra Besosa.

Agenda

Registrations (David Milroy, 9:05)  
Financial report (Marcia, 9:15)  
Costs of interpreters (Marcia, 9:30)  
New decisions regarding conference (Marcia, 9:45)  
Help needed for conference site (Marcia (9:50)  
Scholarship announcements (Mary Ellen, 10:00)

9:05 Registrations

There are a total of 176 registrations. There were 119 online registrations at the English language site, 2 at the French language site, 17 from Mexico, and 38 mail registrations. 190 bags will be ordered.

9:15 Financial Report

Documents about finances were sent out during the discussion. The last conference transferred \$2,607 and Laval in Canada transferred \$8,776 into the COCAL XI Conference account. We have received about \$9,000 in online registrations. There is approximately \$48,000 total in the account. The figures need updating.

9:30 Costs of interpreters

The total costs for interpreters and translation equipment is around \$26,000. Interpreters are necessary for the plenaries, and will be provided to break-out sessions according to where the greatest demand is.

A suggestion was made for participants to wear wrist bands indicating their language, but the group found this to be possibly too complicated.

9:45 New Decisions Regarding Conference

Maria Peluso can use some assistance at the Orientation Session before the conference. Joe Berry will help.

The orientation session is not on the conference program.

Not sure of Weldon Cowan's participation as Facilitator.

9:50 Help Needed for Conference Site

10:00 Scholarship Announcements

Deadline was July 15. Two applicants, one from Colorado and one from Illinois, attending the conference will be awarded checks for \$350 each. \$447 remains in the scholarship account. Mary Ellen will notify the awardees that their checks can be picked up at the registration desk. It was clarified that scholarships differ from complimentary registrations.

Next meeting and adjournment

The next meeting will be July 31, 9:00 Pacific Time, 12:00 noon Eastern Time. The meeting adjourned at 10:35.