

# MICATA

Mid-America Chapter of the  
American Translators Association

ata-micata.org  
micata@gmail.com

## **MICATA BYLAWS**

### **ARTICLE ONE – NAME**

The name of this Association shall be THE MID-AMERICA CHAPTER OF THE AMERICAN TRANSLATORS ASSOCIATION (hereinafter to be known as MICATA), an incorporated chapter of the American Translators Association.

### **ARTICLE TWO – PURPOSES AND OBJECTIVES**

A. MICATA shall have the following purposes and objectives:

- 1) To advocate and promote actively the recognition of translation and interpreting as a profession.
- 2) To work toward protecting and safeguarding the rights and interests of the professional translator and interpreter.
- 3) To formulate and maintain the highest standards of professional ethics, practices and competence among translators and interpreters.
- 4) To promote communication and dissemination of knowledge for the benefit of translators, interpreters and those who use their services.
- 5) To improve the standards, accuracy and quality of professional translations.
- 6) To establish a practical system of mutual assistance among translators by promoting professional and social relations among its members and serving as a medium of cooperation with persons in allied professions.
- 7) To provide a forum where members may discuss all matters pertaining to the profession.
- 8) To initiate and maintain professional relations with similar groups.

B. MICATA shall strive to meet these objectives by means including but not limited to the following:

- 1) Publishing periodicals, bulletins, notices, glossaries, dictionaries, reports, and/or any other publications that might advance translation and improve the professional standard of translators.
- 2) Supporting a system of mutual assistance for its members, which could include a reference library, consulting service and the like.
- 3) Working actively with universities, colleges, foundations, government agencies, and other organizations in such matters as translator training and continuing education of translators.
- 4) Holding periodic meetings, translation workshops and the like.

- 5) Conducting any and all other activities designed to foster its objectives and promote the general welfare of the Chapter and its members.

### **ARTICLE THREE – MEMBERSHIP**

MICATA membership shall consist of the following classifications:

- A. Active: Any person who is an active member of ATA may apply for active membership to MICATA. Active members shall have voting rights.
- B. Affiliate: Any person who does not meet ATA requirements for ATA active membership but who desires to further the objectives of MICATA is eligible for affiliate membership. Affiliate members shall have voting rights.
- C. Family: Any two family members in one household qualifying for active and/or affiliate MICATA membership may request one family membership instead. The household will receive only one copy of all publications and other mailings. Family membership will not affect an individual member's right to vote, depending on their MICATA membership status. Family members shall have no voting rights.
- D. Corporate/Institutional: Corporate or institutional membership shall be open to any business firm or nonprofit institution with an interest in the translation profession. Membership shall be in the name of the firm or institution, not in the name of an individual. Corporate/Institutional members have no voting rights. Individuals associated with a corporate/institutional member may qualify as members in other classes in their own right.
- E. Honorary: Honorary membership may be conferred upon an individual whom the Board of Directors nominates for such distinction by a majority vote. Honorary members pay no dues and have no voting rights.
- F. Lifetime Honorary: Lifetime Honorary membership may be conferred upon an individual whom the Board of Directors nominates for such distinction by a majority vote. Lifetime Honorary members pay no dues, but enjoy all the rights and privileges of the membership status for which they are qualified.

### **ARTICLE FOUR – BOARD OF DIRECTORS, OFFICERS, AND COMMITTEES**

- A. The Board of Directors of MICATA shall be primarily responsible for supervising, controlling, and directing the affairs of the organization.
- B. The Officers of MICATA shall be a President, a Vice-President, a Recording Secretary, and a Treasurer.
- C. The Directors of MICATA shall total not more than 10% of the MICATA membership. The Board shall transact the business of MICATA.
- D. All Officers and Directors shall be active members in good standing of ATA.
- E. The Board may, by a simple majority vote, delegate decisions to a vote of all active and affiliate members of MICATA.
- F. The Board of Directors shall hold a minimum of three board meetings during its board year, and board members shall be required to attend at least two meetings. Notice of meetings of the Board shall state the time, date, and place of the meeting and shall be given at least five days prior to the date of such meeting.
- G. Board meetings may be held via telephone conference call or other similar means of telecommunication whereby the parties can simultaneously hear and speak with one another. Participation via conference call shall constitute presence in-person for purposes of meeting quorum and voting requirements.

- H. A quorum of a session of the Board shall consist of at least one-half plus one of the Board membership. A majority vote of the Board Members at a meeting at which a quorum is present shall be required to take action. Proxy voting by directors is prohibited.
- I. Bylaws may be amended by a majority vote of the Board members at a meeting at which a quorum is present. In case of a tie vote, the president shall cast the deciding ballot. The Bylaws and any amendments to them shall be consistent with the American Translators Association (ATA) Bylaws and amendments shall first be submitted to and approved by the ATA Board prior to taking effect.
- J. The term of office of all Officers and Directors shall be for one year, which shall begin in September each year.
- K. Committees may be but shall not be restricted to the following: Program Committee, Publicity Committee, Membership Committee, Education Committee, Telephone Committee. The President shall appoint committee chairs and submit an annual report on the chapter's activities and financial condition to ATA.

## **ARTICLE FIVE – VOTING, NOMINATIONS AND ELECTIONS**

### **A. Voting**

1. Each active and affiliate member in good standing shall be entitled to one vote. Voting may be by individual, secret mail ballot. A member mail ballot shall be postmarked at least five days but not more than 30 days prior to the termination date for such balloting. A written mail ballot shall set forth all proposed actions and provide an opportunity to vote for or against such action(s).
2. Every elective office shall be filled by the candidate receiving the highest number of votes. Other matters submitted to a membership vote shall be decided by a majority of members voting.

### **B. Nominations and Elections**

1. The President shall appoint the Chair of the Nominating Committee, who will then recruit one or more committee members from among active and/or affiliate MICATA members, no one of whom shall be a candidate for office that year.
2. The Committee shall propose candidates for each elective office of MICATA's Board of Directors. The names of the candidates so proposed shall be presented by the Nominating Committee to the Board of Directors.
3. The Nominating Committee shall prepare the official ballots and candidates' statements and shall administer the election.

## **ARTICLE SIX – PARLIAMENTARY AUTHORITY**

Unless otherwise addressed by these Bylaws, the most recent edition of Robert's Rules of Order shall apply at all meetings of the Association.

## **ARTICLE SEVEN – DISSOLUTION**

This Association may be dissolved only by a three-fourths majority vote of the voting members present at a special meeting called for that purpose by the Board of Directors.

Adopted 1979, revised 1984 & 2004.