

**ANNUAL MEETING OF THE
JAPANESE LANGUAGE DIVISION OF THE
AMERICAN TRANSLATORS ASSOCIATION**

**Friday, October 27, 4:45 p.m. to 5:45 p.m.
Washington Hilton, Washington, D.C.**

- 0. Call to order and Welcome (8 mins)**
 - Brief Welcome
 - Brief Introductions of New Members and First Time Attendees*
 - Accept agenda
 - Approve minutes of last year's meeting

- 1. Results of Election of Officers (2 mins)**
 - Announcement
 - Handover to Meeting to New Administrators

- 2. JLD Overview 2016-2017 (Reports) (10 mins)**
 - Sessions at the Annual Conference
 - JLD Newsletter: The JLD Times
 - JLD Website Revamp: The JLD Times Blog → Take the Survey!
 - JLD Surplus Usage
 - Request for Feedback (**only** if time allows)

- 3. New Business for 2017-2018 (15 mins)**
 - Division plans for coming year (Brainstorming)
 - Sessions, speakers, topics for ATA59, New Orleans
 - JLD Times 2018: *articles; schedule*
 - JLD Website Revamp
 - Two goals*
 - Call for Committee members
 - Planning Committee
 - Editorial Committee
 - Networking Committee
 - Need for Leadership Council Positions
 - Secretary
 - Blog Editor / Social Media Coordinator
 - Web Administrator (Asst. → Full)

- 4. Issues in J<>E translation and interpreting (20 mins)**
 - Issues in J<>E Translation and Interpreting
 - What were some issues you had or had your interest this year?

5. Development & Networking Opportunities (2 mins)

- IJET-29 Osaka, June 29th – July 1st

6. Miscellaneous (if time allows) (3 mins)

- Call for committee members again
- Any announcement from anyone

7. Adjourn