**Recorded by: Rony Gao**

**Date: Sept 18th, 2024**

**Approved by:**

**Date of Approval:**

**CLD Leadership Council July 2024 Meeting**

**Minutes of the Meeting**

2024 Sept LC Meeting Minutes

Time: 9:30 pm EDT, Wednesday, Sept 18, 2024

Zoom:

<https://us02web.zoom.us/j/87541751761?pwd=dnN0bjVtMHFSc0hWaWdaams0cS9mQT09>

Meeting ID: 875 4175 1761

Passcode: 640626

1. Approve [minutes](https://docs.google.com/document/d/1-G5IVEB5bagkD5IzKbmc197dAJU1DHMi/edit) from the July LC meeting 2 min LC
2. Updates on volunteers 3 min Liming

| Tianlu Redmon  贾天璐 | Administrator; ATA communication, events team volunteer | tianlu@tianluchinese.com |
| --- | --- | --- |
| Liming Pals  王丽明 | Assistant Administrator; ATA communication, social media team leader | limingpals@gmail.com |
| Shaoli Gu  古韶莉 | Webmaster, website editor | shaoligu@gmail.com |
| Rony Gao  高嵘 | Events team leader, website editor | rony.gao@gmail.com |
| Sijin Xian  先思瑾 | *Yifeng* Editor-in-Chief, Social media team volunteer | projects@xiansijin.com |
| Jessie Liu  刘子畅 | The CLD Podcast host (Absent due to schedule conflict) | jessieliu28@yahoo.com |
| Tingting Qin  秦婷婷 | Social media team volunteer, events team volunteer | tq@tingbridge.com |
| Lenny Yang | Social Media Manager | lenny@y17inc.com |
| Mingshu Wu 张明姝 | Social Media Manager | mingshu@mandarinsolution.com |
| Additional volunteers | Social media:  Tina Teng 鄧欣亞  Website:  Jessie Doherty 祝轶君  *Yifeng*:  Fang Sheng 盛方  Ben Murphy  Yuan Tian  Events:  Roanna Cheung 张若荇  Ad hoc:  Zhenhuan “Duoduo” Lei 雷朵朵  Tana Gegen |  |

**3. ATA65 (20 min)**

* Promotion: website, social media, podcast, *Yifeng*
* Chinese-track sessions
* CLD Dinner
* CLD ambassadors
* ATA65 buttons
* ATA65 WeChat Group
* Annual Members Meeting
* Debriefing CLD Cafe
* Recruiting volunteers
* CLD Distinguished Speaker: Cecilia Elizalde Bulanti, Director, Documentation Division, United Nations

**4.** Updates from each team

| Yifeng | 10 | Sijin |
| --- | --- | --- |
| CLD events | 10 | Rony |
| The CLD Podcast | 10 | Jessie Liu |
| Website | 10 | Shaoli |
| Social media | 10 | Lenny, Tingting and Mingshu |
| Report on communication with HQ | 5 | Tianlu and Liming |
| Feedback from attendees | 5 | Attendees |
| Other matters/agenda proposals & schedule for next LC meeting | 5 | LC |

TOTAL: 90 min

**Minutes:**

| **Topic** | **Summary of discussion** | **Conclusion** |
| --- | --- | --- |
|  | Tianlu moves to approve [2024 July Meeting Minutes](https://docs.google.com/document/d/1pgyFh8IjErDl2re_4ZlHO3kk4sOECV_R/edit),  Tingting seconds. | Minutes approved. |
|  | Preparation for ATA 65:   1. Promotion: *Shaoli to add to CLD’s ATA65 page:  1) CLD DS’s bio (*Cecilia Elizalde Bulanti*);  2) CLD Dinner;  3) CLD Membership Meeting (10/12);  4) CLD Cafe ATA65 Debrief (11/16)* 2. Chinese-track sessions  * *Lenny will share with Shaoli additional “CLD sessions” at ATA65* * *Liming will follow up with conference organizers to have DS session in a bigger room.*  1. CLD Dinner  * Liming will contact ATA to have CLD dinner listed on [“off-site events”](https://www.atanet.org/ata65/off-site-division-events/)  1. ATA65 buttons  * Selected: [Design #4](https://drive.google.com/drive/folders/1cP5Je7EgRo_zROYdLe4rzOlEE0AHTuSS) * Liming will order on StickerMule.  1. ATA65 WeChat Group  * Rony, Lenny, Tianlu, Liming will monitor and manage the WeChat group as admins.  1. Annual Members Meeting  * **Date & Time: 11am - 12pm EDT on Saturday, Oct 12th.** * Tianlu to create another Zoom room for social networking after 12pm EDT * LC members hold the date and time on calendar. * **LC members (team leads) will send slides to Tianlu before Oct 7th using Tianlu’s template from last year.** (Delivery only the pages for each team and delete other pages) * Tianlu will compile slides from the LC members.  1. Distinguished speaker  * Tianlu and Evelyn will invite DS (Cecilia Elizalde Bulanti) to CLD Dinner and coordinate a time for breakfast or lunch.  1. Recruiting volunteers at ATA65  * Everyone will work on it.  1. LC members attending ATA65 will hold time for in-person Q4 Leadership Summit at 3PM local time on Wednesday Oct 30th. | * Social media team will post to promote ATA65. * Tianlu and Liming will get the CLD ambassador badges from the ATA and distribute them to the LC members attending the ATA conference. * Liming will order CLD buttons on StickerMule. * Tianlu will collect slides from the LC members for the CLD annual members meeting. * Tianlu to create another Zoom room for social networking after 12pm EDT. * Lenny will share with Shaoli additional “CLD sessions” at ATA65 for CLD website * Liming will contact ATA to have CLD dinner listed on [“off-site events”](https://www.atanet.org/ata65/off-site-division-events/) * Liming will follow up with conference organizers to have DS session in a bigger room. * Tianlu and Evelyn will coordinate with the CLD distinguished speaker for a meal. * Rony will organize the CLD Cafe ATA65 Debriefing for 11/16. |
| 1. Updates from each different team | | |
| Yifeng (Sijin) | 1. John Wan’s article on Portland is well received 2. Next articles  * Tian Yuan’s interview with MIIS alumna * Rony will translate Corrine McKay’s [article](https://www.atanet.org/resources/using-ai-for-translation-when-is-it-safe/) on AI into Chinese * First-time conference attendee experience (Min Zhang as a potential contributor) * Tianlu’s experience as president * *How Do Graders Address Regional Varieties? - Part 2*: Chinese (Sijin will follow up with Jeff about re-posting the Chronicle piece on Yifeng)      1. Fang is back to Canada and will continue to serve as Editor; may re-join LC later when new LC is formed. 2. Sijin, Ben and Fang are currently taking turns as article editors (3-4 per year per person). | * Sijin will continue to post articles for the Yifeng Blog. * Sijin and other LC members will look for new reporters for *Yifeng* Blog. * Sijin will follow up with Jeff about re-posting the Chronicle piece on Yifeng) *How Do Graders Address Regional Varieties? - Part 2* |
| CLD Events (Rony) | Upcoming events:   1. Translation Slam (C-E) on 9/21 2. ATA Debriefing on 11/16. |  |
| 3. The CLD Podcast (Liu) |  |  |
| 4. Website (Shaoli) |  |  |
| 5. Social Media (Liming & Lenny) | 1. LinkedIn (Lenny)  * Followers continue to grow steadily, currently 700+ followers * Encourage more members and LC members to interact on LinkedIn  1. CLD WeChat Official Account  * Liming will post a farewell article to direct readers to CLD’s other channels. | * Lenny will continue to post on Linkedin and he encouraged more LC members to interact on LinkedIn. * CLD WeChat Official Account will be discontinued. Liming will post a farewell article. |
|  |  |  |

**List of Action Items**

| **Action item** | **Owner(s)** | **Deadline** | **Status** |
| --- | --- | --- | --- |
| Update CLD’s ATA65 page with  1) CLD DS’s bio (Cecilia Elizalde Bulanti);  2) CLD Dinner;  3) CLD Membership Meeting (10/12);  4) CLD Cafe ATA65 Debrief (11/16) | Shaoli | Sept 30 |  |
| Liming will contact ATA to have CLD dinner listed on [“off-site events”](https://www.atanet.org/ata65/off-site-division-events/) | Liming | September 25th, 2024 | Done |
| Get CLD ambassador badges from the ATA and distribute to LC members attending the ATA conference. | Tianlu and Liming |  |  |
| Order CLD buttons on StickerMule.  Selected: [Design #4](https://drive.google.com/drive/folders/1cP5Je7EgRo_zROYdLe4rzOlEE0AHTuSS) | Liming |  |  |
| Each team leaders edit Tianlu’s PowerPoint template for Oct 12th Annual Meeting | **All Team Leaders** | **Oct 7** |  |
| Distribute information about Oct 12th Annual Meeting | Events: Rony  Social Media: Lenny |  | Sept 21st update from Rony:   * distributed 10/12 Zoom link together with 9/21 CLD Cafe recording. * posted in CLD Members WeChat Group |
| Tianlu to create another Zoom room for social networking after 12pm EDT. | Tianlu |  |  |
| Lenny will share with Shaoli additional “CLD sessions” at ATA65 for CLD website | Lenny |  |  |
| Contact CLD distinguished speaker to coordinate a meal (together with Evelyn). | Tianlu |  |  |
| Look for new reporters for *Yifeng* Blog. | Sijin |  |  |
| CLD WeChat Official Account will be discontinued. Liming will post a farewell article. | Liming |  |  |
| Hold time for in-person Q4 Leadership Summit at 3PM local time on Wednesday Oct 30th. | All LC members attending ATA65 |  |  |
| Identify and recruit future volunteers during ATA65 conference interactions | All LC members attending ATA65 |  |  |
|  |  |  |  |

**Next LC meeting (Jan, 2025)**: Time TBD