

AREA 15 LINGUISTIC COMMITTEE

Composition:

The Chairperson, Alternate Chairperson and Secretary/Treasurer are elected in Committee using the Third Legacy procedure and presented at the Area business meeting for approval. Other voting members may include one Spanish speaking member from each Spanish speaking group. The Area Recording Secretary is an ex-officio member of this Committee.

Scope:

Offers a forum for the Districts to share their experience in carrying the message to the Spanish speaking groups in Area 15. Coordinates with the Area Registrar to ensure that the Spanish group information is accurate. Assists the Area Recording Secretary with the translation of the Area Quarterly Agenda, including the motions. Coordinates with the host District Quarterly Chairperson to translate the Quarterly flyer and the Quarterly program. Cooperates with the Area Website Committee for posting of Area 15 Spanish information.

Procedure:

Assists the District's Quarterly Chairperson with Spanish meetings held at Area Quarterlies. Assists with the coordination of the interpreting services provided at Area 15 Quarterlies. Receives the Agenda that is prepared by the Area Chairperson and provides translation into Spanish within a 5 day period, for distribution by the Area Recording Secretary. Coordinates with the Recording Secretary to produce Area minutes in Spanish. Communicates with the Area Delegate. The Committee Secretary sends out Committee minutes to all Committee members and others, as requested. Presents a report of Committee activities orally at the Area business meeting and in written form for inclusion in the Area minutes. Provides the Area Finance Committee with an annual request for funds at budget time.