TasTESOL 2023 Annual General Meeting

MINUTES

5pm Monday 8th May, 2023 – Via ZOOM

**Meeting opened: 5:05**

1. **Maree-rose welcomed members & gave an acknowledgment of country.**
2. **Attendance** (members and non-members) Barbara Swierc, Gillian Edmiston, Maree-rose Jones, Meg Watson, Vicki Walker, Debbie Pallister, Cristy Walker, Michelle Tadros, Mairin Hennebry-Leung, Heather Thompson
3. **Apologies** There was one apology from Andy Bown - new member, who has just joined.
4. **Minutes of 2022 AGM** (see Appendix 1) – The minutes of the 2022 AGM were accepted as an accurate record. (moved Michelle Tadros, seconded Vicki Walker)
5. **Matters arising from the minutes of 2022 AGM** – There were no matters arising from the 2022 AGM minutes.

Maree-rose Jones drew our attention to some highlights from that meeting, including that:

After a year of lacking a president, we had a successful election of all office bearers, ACTA rep, and several committee members.

The following changes had been accepted and made to the constitution and were functioning well, and are available on the website:

* + It is moved that the following changes be made to the TasTESOL constitution:

Objective 2a changed from ‘…*English as a Second Language…’* to ‘*… English as an Additional Language…’*

Objective 4a deleted ‘*full membership and student membership’*

Objective 5a changed from ‘…*due on 1st November each year.’* to ‘*…due by 31st March each year.’*

Objective 6d changed from ‘*The tenure of any office shall be limited to three (3) consecutive years.’* to ‘*The tenure of any office shall be reviewed after three (3) consecutive years.*

Objective 6g changed from ‘*Members of the committee must hold full membership.’* to *‘Members of the committee must be members of the association.’*

Objective 10a changed from ‘*Election of officers shall be by secret ballot.*’ to *‘Election of officers shall be by a majority of members in attendance at the AGM.*’

Objective 11b Changed from ‘*The quorum for any general meeting shall be nine (9).’* to ‘*The quorum for any Annual General Meeting shall be seven (7) including, two (2) office bearers and the chair shall have the casting vote.’*

Objective 13c changed from ‘*The books of account of the Association shall be audited for the Annual General Meetin*g.’ to ‘*The books of account and of the Association shall be presented at the Annual General Meeting for approval*.’

1. **Reports**
	1. President’s Report – Maree-Rose Jones (see Appendix 5)

Maree-rose Jones read her report as attached, outlining the work that the organisation does, and thanking the members of the executive and committee for the work that they do. She highlighted the continuing need for our association in the post Covid environment, and celebrated the opportunities afforded by the professional learning we offer and access, and thanked all for their encouragement and support in her role.

* 1. Treasurer’s Report – Cristy Walker (see Appendix 6)

Cristy Walker presented a summary of the organisation’s accounts and financial position for the 2022 calendar year as per the report in appendix 6.

Highlights included:

We had 43 members, 6 fewer than the previous year.

ACTA capitation is paid early in each financial year for the previous calendar year’s membership.

The association continued to hold a healthy closing balance 31/12/2022 of **$8401.92** a profit of $315.55

Cristy noted that the date of the opening balance of $8086.37 on the bank reconciliation figures in the report contains a typo, and should read 1/1/2021.

Maree-rose Jones thanked Cristy for her work in the role of treasurer.

* 1. ACTA Report – Vicki Walker (see Appendix 7)

Vicky Walker presented her report, and spoke to the following key elements:

Vikcki briefly highlighted the structure of ACTA, and the vital roles of guests and subcommittees who support and promote the work of ACTA.

Vicky recommended that the website captures the many activities of ACTA very effectively.

She also recommended *TESOL in Context* the ACTA publication that promotes language learning in a broad range of areas.

ACTA has worked to provide a significant number of submissions to the government around policy setting reviews. Timeframes for feedback have been rapid, so ACTA representatives have been very busy.

Vicky has very much enjoyed this role in the past 12 months.

Before the proposal to accept the minutes, Cristy Walker asked that it also be noted in the president’s report, that we held three successful forums during the past 12 months. This was agreed.

Heather Thompson proposed that the reports as amended be accepted, and Barbara Swiere seconded the motion.

Mairin Hennebry-Leung thanked TasTESOL, and Cristy particularly, for participation in the UTAS forum.

1. **Election of committee members and office bearers**

**Maree-rose Jones directed attention to the Role descriptions document provided to members with the meeting link and reports prior to this AGM, and referred to the various roles.**

* 1. Current committee members:

President – Maree-Rose Jones

Secretary: Michelle Tadros

Treasurer – Cristy Walker

General committee members – Gillian Edmiston, and Mairin Henneby-Leung

* 1. Non-committee member:

ACTA representative - Vicki Walker

* 1. Resignations during 2022:

None

* 1. Elections: (see Appendix 4) all committee positions were declared vacant, and Maree-rose Jones called for nominations and/or volunteers, and election for these .

**Vicki Walker volunteered to remain as an ACTA representative, seconded by Cristy Walker**

**The following office bearer positions were elected unopposed:**

**Cristy Walker volunteered to remain as treasurer, unless anyone else wanted to take on the role, seconded by Vicky Walker**

**Michelle Tadros volunteered to continue in the secretary role, seconded by Maree-rose Jones.**

**Maree-rose Jones volunteered to continue in the president role unless anyone else was willing to take on the role, seconded by Gillian Edmiston**

**Cristy Walker volunteered to continue to maintain the website, seconded by Gillian Edmiston**

**The following general committee positions were also elected unopposed:**

**Gillian Edmiston – nominated by Cristy Walker, seconded by Vicky Walker**

**Mairin Hennebry-Leung, volunteered, seconded by Cristy Walker**

**Vicky Walker volunteered, seconded by Meg Watson**

**Meg Watson volunteered, seconded by Vicky Walker**

**Debbie Pallister, nominated by Vicky Walker, seconded by Meg Watson.**

1. **Other business**

Maree-rose Jones called for any other business, however there was none.

**The AGM was closed at 5:40pm.**

**Appendix 1:** 2022 AGM – Minutes

**Appendix 2:** Current Constitution

**Appendix 3:** Agenda for 2023 AGM

**Appendix 4:** Committee position description

**Appendix 5:** President’s report

**Appendix 6:** Treasurer’s report

**Appendix 7:** ACTA report