

5 June 2011 National Council Meeting Minutes

In Attendance: Dave Shaffer, Matthew Millar (Suwon chap vote), Tory Thorkelson, Brad Serl, Doug Huffer, Kathy Moon, Rob Capriles, Deborah Tarbet, David Kim, Eric Reynolds, Mijae Lee, Bruce Wakefield, Peadar Callaghan, BT Stoakley (via Skype), Jennifer Young, Jure Majnaric, Mee-Hwa Baek, Stafford Lumsden, Shin-Hyeong Lee

Apologies: Vivien Slezak, Daryl McKay

Not in Attendance: Henri Johnson, Jamie Carson, John Phillips, Julien McNulty, Kaeng-In Shin, Ralph Cousins

Called to order: 10:22

Eric Reynolds asked if any changes were to be made to the agenda before it was adopted.

Tory Thorkelson requested the following changes: a five-minute executive report on the Franklin SpellEvent, under Old Business, an explanation of his request for KOTESOL data, and, under New Business, the contingency fund motion.

Dave Shaffer asked to discuss book reviews for Korea TESOL Journal.

Doug Huffer asked to discuss the campaign code of conduct.

Mijae Lee asked for the 1st VP report to extend 25 minutes instead of 5.

BT Stoakley asked to discuss payment options and web services.

David Kim asked if the new web address listed in TEC was official, so that was added to the web services agenda item.

Mijae Lee stated that she would discuss chapter funds under New Business.

Eric Reynolds asked for any further additions.

Motion (by Bob Capriles; seconded by Peadar Callghan)

That the agenda be adopted.

Vote results: approved by acclimation.

Motion: (By Peadar Callaghan; seconded by Bob Capriles)

That the minutes of the previous meeting be approved.

Vote results: approved by acclimation.

Executive Reports

President's Report: Bob Capriles deferred to the 1st VP to give her extra time.

Peadar Callaghan asked about the letters to Joshua Hall, etc. voted on two meetings prior.

Bob Capriles stated that he had not done it yet and would speak to Peadar privately.

Eric Reynolds asked Peadar Callaghan to follow up with him privately.

1st Vice-President: Mijae Lee stated that in November, 2010, she visited Daejeon-Chungcheon Chapter, March, 2011: Gwangju, Seoul, and Suwon Chapters; April, 2011: Jeonju Chapter; May, 2011: Daegu Chapter; June, 2011, Busan and Gangwon Chapters. She will be visiting Yongin and Jeju Chapters. She encouraged people in areas that are difficult to travel to start a chapter, even if it's small. The Long-term Planning Chair could work with them.

Bruce Wakefield stated that he has already talked to the Seoul chapter executive about doing an outreach in Incheon.

Doug Huffer asked if an analysis of membership by city had been done.

Mijae Lee replied that she had not, but people would gather where chapters were established, and that she was discussing long-range plans, not starting a number of new chapters right now.

David Kim asked that Mijae Lee present the Publications Report out of order, since she already had the floor.

Mijae Lee reported that she had discussed the accreditation process with Namhyeu Kim (NRF section manager), and KOTESOL can get candidacy status in 2014 and be accredited in 2017 May if the publication schedule has been maintained. KOTESOL's journal is (physically) the smallest EFL journal in Korea, so the pages have been enlarged from B3 to B4. To encourage members to submit articles the submission fee will be waived for members. She would like to increase the December journal to 50% Korean professors to draw in young Korean professors.

Dave Shaffer asked why we need four journals next year.

Mijae Lee replied that the points are different.

Eric Reynolds stated that publishing additional journals and online access get us additional points with NRF.

Mijae Lee stated their policy is to make publications available to all online.

Mijae Lee reported that the Leaders' Meeting took place on 28 May. The original budget was 1.9M, but less than 600k was spent. The next meeting will be 28 April 2012.

Leaders' Meeting Reports

Kathy Moon reported that her session was on increasing/ maintaining membership. Her chapter (Daejeon-Chungcheon) has three strengths: socializing; sharing all things in discussions, emails, etc., such as ideas, which creates a comfortable atmosphere for everyone; and teamwork.

Bruce Wakefield reported that his session was on regular monthly workshops. The new presidents were concerned with finding good presenters. Currently, each chapter gets 2 KTT and 1 outreach per year. My proposal is to increase that to 3 KTT and 2 outreaches.

Peadar Callaghan reported that the chapters struggle to see how the website is set up to support chapters. So, chapters would like a chapter president-only forum to have private conversations on presenters, etc. He would like netbooks to be purchased for the use of chapters, and for member details to be given to chapters at regular intervals. Also, web hits should be reported

to help publicity. He will discuss training sessions or a manual for chapter webmasters with BT Stoakley.

Dave Shaffer reported that he was asked to talk about a chapter treasurer policy. Due diligence should be put into effect so no monies get lost. We came to an agreement that chapters shouldn't have to put in requests for funds before the budget is approved. Previous years' expenses could be used as a general guide. I think proposals for funds should be reviewed, but a recommendation was not made. We also thought chapters should have a larger voice on the council.

Break at 11:11.

Reconvened at 11:23.

2nd Vice-President: Absent. No oral report made.

Treasurer: Deborah Tarbet reported that the year-end report for the end of 2010 has been updated. The last report included some January, 2011 transactions, so that has been updated so save future confusion. It mainly affected income, which was lowered when the January income was removed. We have received interest from the bank. She made scans of the bank book pages from the national accounts and attached them to the 2010 and 2011 reports, so transactions can be matched against the reports. She recommends that chapters do that with their treasurers as well.

Secretary: Jennifer Young reported that voting issues continue, so she would have a video chat with BT Stoakley to resolve it.

Peadar Callaghan requested that we stipulate that this meeting continue under the old constitution until the new one is official.

Past President/ SpellEvent: Tory Thorkelson stated that if we run more local-level events next year, we will need a larger budget. The SpellEvent ended up about 150,000 won over budget. Sookmyung University got their expenses repaid and so did he, but KOTESOL lost 150,000 won. If we run 3+ regional events and a final, we will need 500,000 won per event, so, about 2 million won: 1 million from Franklin and 1 million from KOTESOL (matching funds). If we have free venues and don't have to pay judges, etc,

we shouldn't have any other expenses. The event was successful. One person will be sent to New York to compete in August. Franklin helped us give prizes to 4th place tie. We had elementary school participants this year. Last year, there were only middle school participants.

OLD BUSINESS

Motion (by Peadar Callaghan; Seconded by Brad Serl)

to approve Jure Majnaric for the position of Publicity Chair.

Vote results: yes: all. Motion passed.

Motion (by Peadar Callaghan; Seconded by Stafford Lumsden)

to table discussion of dues changes.

Vote results: yes: 17, no: 0, abstentions: 2. Motion passed.

Eric Reynolds asked for hosts for the 2012 National Conference.

Peadar Callaghan stated that he is all for Busan doing it. If we are only looking at groups with existing manpower, it could only be Daegu, Daejeon, or Suwon.

Bob Capriles stated that he was sure Daejeon would help you in any way they could, but work should get started on it.

Brad Serl stated he would have a proposal in before the August meeting.

Eric Reynolds stated that would not close proposals off to other chapters.

David Kim stated a National Conference Committee of 3-4 people that could assist chapters as needed and move things forward could be very helpful.

Eric Reynolds stated the next item was internet motions.

Motion (by Bob Capriles; Seconded by Peadar Callaghan)

to table this discussion (because Peadar Callaghan came to [Bob Capriles] at the National Conference with ideas for etiquette.)

Discussion: Dave Shaffer stated this was brought up spring of last year, and it's been tabled for over a year.

David Kim stated that he would just like to clarify Bruce Wakefield's suggestion: we have more than 50% of National Council vote "yes" for an online motion to pass, at least 1 week of time to vote, and all votes be public.

Vote results: yes: 5, no: 9, abstentions: 1. Motion fails.

Motion (by David Kim; Seconded by Stafford Lumsden)

that online voting for the National Council begin, with votes greater than 50% pass, a reasonable period of time for discussion, at least one week be given for voting, and all votes be public. [resolution 1, resolution 2, resolution 3a,b,c,d].

Discussion: Eric Reynolds asked if there was a forum set up that we could use.

BT Stoakley stated that he started building one last week. He amended that we only conduct discussions and voting on the forum and no other mode of communication.

Eric Reynolds stated the amendment failed for lack of a second.

Vote results: yes: 12, no: 1, abstentions: 4. Motion passes.

Bruce Wakefield asked that comments be emailed to him, so we get a policy that works.

Motion (by Peadar Callaghan; Seconded by Tory Thorkelson.)

to break for lunch.

Yes: all. Motion passes.

Break for lunch at 12:31.

Reconvened at 1:06.

Eric Reynolds stated the next item is KOTESOL data.

Tory Thorkelson stated that ATEK has very detailed data, with no names. He would like access to our current numbers in terms of percentage of total membership, and by chapter the percentage of Korean and non-Korean members. I would like to do interviews with members from each demographic and ideally both.

Motion (by Dave Shaffer; Seconded by Doug Huffer)

to make said data available to Tory Thorkelson for his research..

Discussion: Bob Capriles asked if we could legally do it; we can't disseminate information to anyone.

Tory Thorkelson stated that our webpage states 70%non-Korean and 30% Korean membership. He only wants general trends, no personal information.

Friendly amendment (by Stafford Lumsden)

that no identifiable information be given.

Friendly amendment accepted by Dave Shaffer and Doug Huffer.

BT Stoakley stated that the new database does not have information on work or nationality, but we still have the information from the old database.

Tory Thorkelson stated the old one would perfectly acceptable.

Bob Capriles called the question.

Vote results (to call the question): yes: all but 1, no:0, abstentions: 1.

Vote results on the motion as amended: yes: all but 1, no: 0, abstentions: 1. Motion passes.

Eric Reynolds stated the next item is Nominations and Elections' code of conduct.

Doug Huffer stated that he had sent it out and it was essentially the one passed in August last year. He added one thing: item 11, not to defame other candidates.

Stafford Lumsden asked what the committee would do if these rules were not upheld.

Doug Huffer replied that item 10 states that disciplinary actions would be taken by the Nominations and Elections Committee, with a 2/3 majority vote needed to enact punishment.

Motion (by Peadar Callaghan; Seconded by Stafford Lumsden)

to accept the campaign code of conduct.

Motion (by David Kim; Seconded by Bob Capriles)

to table this to online discussion.

Vote results: yes: 10, no: 8, abstentions: 1. Motion to table carries.

New Business

Eric Reynolds stated the first item is an increase in OP fees.

Motion (by Stafford Lumsden; Seconded by Peadar Callaghan)

that the 2011 Conference OP agreement for display squares, commercial presentations, and program book advertisements be increased according to this schedule:

Item	From	To
Display Square	300,000	350,000
Commercial Presentation	300,000	350,000
Program Book Advertisements		
Back-cover outside	300,000	600,000
Inside covers	300,000	400,000
Premium internal	250,000	300,000
Other internal	200,000	250,000

Discussion: Dave Shaffer stated that the prices for display squares and commercial presentations be raised from 300,000 won to 350,000 won, because squares were last raised in 2004, and commercial presentations were last raised in 2007. Conference book ads have not been raised since 2004. OPs can no longer afford to bring in speakers, which they previously did. Our costs are going up to bring in presenters, so we're passing some of that on to the OPs. The back outside cover is prime space, so we're raising that. The new OP agreement will state that a color ad is available for 100,000 won.

Stafford Lumsden stated half and quarter page ads could be added to the OP agreement, but they are only sold on a space-available basis.

Vote result: yes: all but 1, no: 0, abstentions: 1. Motion passed.

Eric Reynolds stated the next item is the contingency fund.

Motion (by Tory Thorkelson; Seconded by Brad Serl)

to create a KOTESOL contingency fund to be used to provide aid in cases of serious accident, sickness or death of a current KOTESOL member good standing.

Discussion: Bruce Wakefield stated that three main areas need to be sorted: 1. who benefits, 2. how it's financed, and 3. who would be responsible for this money. He suggested setting up a completely new fund, completely separate and subject to regular audit. We also need to be clear about who is entitled to this benefit.

Dave Shaffer stated that it would be difficult to fairly manage such a fund. Also, a lot of Korean members could have the same things happen, but we wouldn't know about it.

David Kim stated that it would be a good idea to have the fund managed by someone outside of KOTESOL National Council, for our protection.

Dave Shaffer suggested having a member from each chapter, since we don't know enough about our members.

Brad Serl stated that we need to clearly identify members in good standing and what cases are covered: would death of a family member overseas or a grandmother be included, etc.

Motion (by Peadar Callaghan; Seconded by Stafford Lumsden)

to table this until everything is stated clearly.

Vote results: yes: 16, no: 0, abstentions: 2. Motion passed.

Motion (by Peadar Callaghan; Seconded by Stafford Lumsden)

Individuals stepping down from or being asked to step down from positions of responsibility (including but not limited to editors of KOTESOL publications, and appointed committee chairs) give or are given a minimum of 30 days notice except in cases where the individual in question has died or broken the law or another such emergency prevents the person from continuing their duties. This is to allow the smooth transition of responsibilities. Further that the soon to be vacated post be publicized on the website and/or in TEC with a call for all interested members of the society to apply for the position.

Discussion: Bob Capriles stated the positions you are talking about primarily are ones appointed by the president.

David Kim stated that this goes against the constitution that appointments are made by the president. At the ABM, the old council is dissolved, but with a 2-year presidency, there is a question if appointments continue for those two years.

Peadar Callaghan stated that the motion is calling for applicants; the positions would still be appointed by the president, in accordance with the constitution. The motion is asking people to volunteer to be picked by the president. My reason to do this is to let more people in the general membership know that we are looking for people, so we don't end up with people coming in on one recommendation. This is creating an application process. If no one applies, we can do what we've always done. This just expands our pool of applicants.

Vote results: yes: 10, no: 1, abstentions: 5. Motion passes.

Eric Reynolds stated the next item is book reviews in The KOTESOL Journal.

Motion (by Dave Shaffer; Seconded by Stafford Lumsden)

that KOTESOL publish promptly in the next two issues of the journal the materials reviewed for these issues.

Eric Reynolds asked how many of the ten reviews Dave Shaffer sent Mijae Lee were going to be published.

Mijae Lee replied that ten is too many. Past journals had 160-180 pages, with about 20 pages of book reviews. The one coming out will have about 200 pages without book reviews.

Eric Reynolds asked if some would be accepted.

Mijae Lee stated that she had appointed Scott Miles as editor of book reviews.

Motion (by Peadar Callaghan; Seconded by Doug Huffer)

to recess for ten minutes to informally discuss the issue.

Vote results: yes: all but 1, no: 0, abstentions: 1. Motion passes.

Break at 2:10.

Reconvened at 2:23.

Eric Reynolds stated we are still considering the motion proposed by Dave Shaffer.

David Kim stated that someone in a position for a limited period of time should not make long-term commitments.

Stafford Lumsden stated that the reviews were done in good faith and should be published in this and the next journal.

Dave Shaffer stated that ten reviews were earmarked for the next issue, and seven for the following one.

Brad Serl stated that having these back issues is a problem, both for the publisher and the reviewer. He suggested we have a special edition ebook of reviews.

Tory Thorkelson stated that for the integrity of the organization, we must honor our commitments. He agreed a publication of book reviews would be a good idea.

Dave Shaffer stated that reviewers would not get publishing points for an online publication.

Vote results (on motion to publish book reviews): yes: 6, no: 7, abstentions: 3. Motion fails.

Eric Reynolds stated that the book reviews had been passed to Scott Miles for review. All reviews would be put on website, and anyone whose review was not published would receive a letter of apology from Mijae Lee.

Motion (by Peadar Callaghan; Seconded by Brad Serl)

that the number of KTT speakers increase to three per year plus two outreaches.

Discussion: Matthew Millar asked how many there are now.

Eric Reynolds stated two KTT presenters and one outreach.

Vote results: yes: 13, no: 0, abstentions: 2. Motion passes.

Motion (by BT Stoakley; Seconded by Brad Serl)

for the National Council to allow him to explore using credit cards on the website to receive payments.

Discussion: David Kim stated that as FAC chair, he has looking into it, and it's more complicated than BT Stoakley may realize. His recommendation is not to do it.

Stafford Lumsden asked if we could sort out issues like linking correctly to Seoul Chapter's newsletter before starting new projects

BT Stoakley stated that the fees would be about 3%, so we may need to alter fees if we started receiving credit card payments.

Vote results: yes: 13, no: 3: abstentions: 2. Motion passes.

Motion (by Stafford Lumsden; Seconded by Bruce Wakefield)

that the 2011 International Conference fees stay the same as last year:
Pre-registration: members: 40,000 won, presenters: 50,000 won,
nonmembers: 65,000 won, students: 25,000 won, groups: 55,000
each (5+), Onsite registration: members: 50,000 won, nonmembers:
75,000 won.

Discussion: Dave Shaffer stated that when the International Conference budget was submitted, the fees had been kept the same, but somehow they were increased. Lowering fees will decrease revenue 9.9 million won, but we can make up that loss with international invited speakers. We aren't having to pay as much for hotels, etc.

Vote results to call the question: yes: 14, no: 1, abstentions: 1. Motion passes.

Vote results to maintain fees result: yes: 14, no: 0, abstentions: 3. Motion passes.

Motion (by Stafford Lumsden; Seconded by Dave Shaffer)

that National Council approve an advance for line 6100 Invited Speakers and 7100 International Conference Committee (ICC) Meetings.

Eric Reynolds asked why money was needed for invited speakers.

Stafford Lumsden stated that they had to have money to negotiate with before inviting them.

David Kim stated that this fell under next year's budget and the new National Council would not be bound by this vote.

Dave Shaffer stated that this is exactly what was done last year.

Stafford Lumsden stated that the Conference Committee was doing this early because they have people lined up.

Vote results: yes: 13, no: 0, abstentions: 3. Motion passes.

Motion (by David Kim; Seconded by Bob Capriles)

that each chapter be provided a sum of 2 million won to be available to draw on throughout the year without proposals. Chapters need not draw upon these funds nor would they be expected to use all of these funds, and a report would be expected at the end of each fiscal year. And that line item 7470 Chapter Funds be added to the budget.

Stafford Lumsden asked what the time frame would be.

Bob Capriles stated annually.

David Kim stated the line item should read 0 for now.

Dave Shaffer stated that it would open the door for waste, because there is no regulation. The money is not reviewed. This is requesting equal funds for chapters with very unequal membership. This does not include anything about membership fees, which chapters already get.

Bob Capriles stated that chapters would no longer be coming to the National Council with budgets for outreaches, etc.

Motion (by Peadar Callaghan; Seconded by Dave Shaffer)

to table until the budget for 2012 is discussed.

Vote results on motion to table: yes: 9, no: 8, abstentions: 1. Motion passes.

Doug Huffer stated that nominations would close 1 September.

Tory Thorkelson stated that online voting would be from 7-14 Oct, members would be notified 19 Sept; they could also vote in-person at the conference.

David Kim asked if there were positions not filled, that the National Council be informed one week before nominations close.

Brad Serl thanked the National Council for the funds for the Busan Conference. There were 70 attendees on a holiday weekend. He stated the venue would work for the National Conference, too.

BT Stoakley stated the work Chris Surrige did cannot be accessed. A professional has been hired. Two million won has been spent getting someone who will come here. What we want to do is more than our current package allows us. We may switch from Drupal to Joomla. We are looking at going to a dedicated server, which will stop all of your problems—members can see and edit their own information. Chapters and SIGs can get member information. We don't have the hardware necessary at the moment. We're going from 2MB of memory to 200MB.

Peadar Callaghan requested a written report.

Dave Shaffer requested a time line.

BT Stoakely stated that he hoped to give the National Council some options in ten days.

Eric Reynolds stated that the national conference report had been emailed. We got 31 new members and 3 renewals at the conference.

Bob Capriles stated the next meeting would be on 28 August, at a venue to be determined.

David Kim asked for a motion for funds to upload videos of our presentations.

Brad Serl said to talk to Jeff Lebow at Koreabridge.

Motion (by Doug Huffer; Seconded by Deborah Tarbet.)

to adjourn

Vote results: yes: all. Motion passed.

Adjourned at 3:42.

Online vote results (6 June) KOTESOL Constitution and By-laws
Referendum: yes: 50, no: 46. Referendum passes.

Online vote results (5 July) (motion moved by Doug Huffer, and
seconded by Peadar Callaghan, to approve the Nominations and Elections
procedures for the 2011 Kotesol National Council Elections): yes: 17, no: 0,
abstentions: 11. Motion passes.