

KOTESOL National Council Meeting

30th March 2014

Injegwang, Seoul

Present: Peadar Callaghan (president), Ralph Cousins (IC chair), Lindsay Herron, Young-Joo Jeon, Robert Kim, Jay Jeong-ryeol Kim, Julien McNulty, Leonie Overbeek (secretary), Kristy Clausen, Michael Free, Nathan Rice, Christopher Miller, David Shaffer, Young-hoon Sohn, Erin Williams, Ingrid Zwaal

Apologies: Carl Dusthimer, Paul Johnson, Stafford Lumsden, Joanne McCuaig

1. Call to order

The meeting was called to order at 11.03 am when a quorum was present.

The president opened by extending condolences to Mark Davis and his family on the loss of his father. He also welcomed Jooyeon Kim, a representative of GFC Korea, who was invited to present the possible partnership agreement between them and KOTESOL by Ralph Cousins.

2. Adoption of the agenda

The agenda was adopted with no objections.

3. Approval of previous minutes - vote no later than 11:10

Motion 1: Lindsay Herron moved that the minutes for the meeting of the 26th of January 2014, be approved with allowance for corrections of spelling and grammar.
Ingrid Zwaal 2nd.

Vote	Yes	13
	No	0
	Abstain	1

Motion passes

4. National Conference

Regarding the National Conference, no changes have been made to the previously presented budget, and all proceedings are well in hand. Any chapter that wishes to promote their chapter and any activities planned in the conference booklet, should contact Peadar Callaghan directly with the request. Also, all payments for registrations etc. should be made to the separate KEB account for the National Conference.

5. Gwangju financial support request

Motion 2: David Shaffer moves that the additional funds as requested by Gwangju chapter to cover expenses, be approved. 2nd Mike Peacock

The discussion of the extra expenses incurred touched on the fact that if Gwangju had known in advance that the funds for such grants would be limited by the 1st VP before they held the conference, they would have scaled it down even more. In order to cover their expenses, other chapters might have to relinquish their share of the grants approved under the national budget. The presidents of the other chapters who

are present indicated they understood this, and that the amount asked for seems reasonable.

Vote	Yes	13
	No	0
	Abstain	3

Motion passes

6. International Conference

Ralph Cousins presented some answers to the following queries

Call for childcare - the thread started on FB and it is still not clear how many people would require such a service. Investigating the possibility of facilities and KOTESOL's liability was a possibility. Discussion pointed to the fact that most members feel the liability would be too great, and the best solution would be to investigate what already exists at COEX and make those known to interested parties.

Changes to the budget - there are no changes to the budget as presented previously. A question about the role of Toastmasters and the event they will be involved in - a speech contest for members of KOTESOL - was discussed. More information is needed about the scope of the event, financial commitments and the publicity of the event by both parties.

Updated report - a blog about the IC has been started, as well as finding a printer who can deliver high quality, fast service. The NRF proposal has been prepared by Drs Kim and Jeon and submitted on behalf of KAFLE and KOTESOL, asking for government funding of the conference. The fact that KAFLE will still cover the agreed amount of 20 million won even if no funding is received was made clear during discussion. Ralph also shared that president of Korea, Park Gyun Hae's peace promotion has released an organizational chart of people who can help to promote a peace initiative, and KOTESOL is on the list. A high ranking official from the government will now be part of the conference committee, and is giving KOTESOL new access to several levels of government. Also, since the expenses budget has now been fully settled, he will release it to the National Council by Friday.

Potential Partnership Agreements - the representative of GFC Korea presented a proposal for co-operation between them and KOTESOL. GFC promotes the English Expo at COEX every year in December, and they are asking that KOTESOL host a half or one day conference at some time during the four days of the expo. They will provide rooms etc. They agree to promote KOTESOL through their outlets, and in turn KOTESOL will promote the English Expo to its members. The benefits to KOTESOL include the receipt of all registration fees for the conference, increased promotion via the channels of GFC, their expertise in running events. Commitments from KOTESOL will include providing a discount to exhibitors that exhibit both at KOTESOL's IC and at English Expo of 25% on the normal charge. It is expected that this will be off-set by the income from the display spaces, which were free, but are being charged for this year.

The finer details of the partnership will still have to be agreed upon, but at this stage the president asked for a mandate to pursue the agreement and sign off on it. The meeting raised no objections to this course of action, and Ralph Cousins and his team will be busy with this.

7. The president thanked Seoul for hosting the National Council meeting, and introduced Nathan Rice as the newly elected president of that chapter.

8. Publicity Chair. Since this position has been vacant for some time, the president announced that Christopher Miller is prepared to step up. Lindsay Herron formally nominated him to be appointed to that position.

Vote:	Yes	17
	No	0
	Abstain	1

Appointment is made.

9. TESOL leadership course scholarships - three scholarships have been made available to KOTESOL provided we publicize the event, which will take place on the 26th and 27th of July, 2014.

10. Financial Affairs

Progress report - audits for 2011 and 2012 are almost complete and that of 2013 is ongoing. David Shaffer pointed out that 2009 is also still outstanding.

The meeting broke for lunch at 12.45 and resumed at 1.25 for an in camera session.

The in camera session ended at 2.13

11. New business

11.1. Membership Committee

Progress with membership cards - the prototype is under development, with the possibility of embedding a QR code in the card being looked at.

Program for class observation/shadowing - Lindsay Herron explained the progress on this - a call has gone out for hosts. Once enough hosts are available, people wishing to observe a class will be put in touch with those prepared to host, and the participants are then responsible for making any arrangements between themselves.

New pamphlets are being printed, and promotional items are available. Julien McNulty raised the question of perhaps having a polo shirt for NC members printed up.

11.2. Website Committee

KOTESOL wishes to develop some open courseware using KTT and other professional presenters from within their ranks. The discussion ranged mostly about whether to use some professional companies, should the courses be free, will there be a testing phase and how will it benefit members. While addressing the some of the concerns, the president pointed out that considerable development lies ahead, and wants to know if council will approve of this being pursued. A consensus agreement was reached to go ahead.

11.3 KOTESOL database

Developing an institutional memory database for KOTESOL is placed in the hands of a committee headed up by Nathan Rice, and with Leonie Overbeek as a member.

11.4 MiJae Lee will be the new holder of the KOTESOL tax certificate, taking over from David D.I. Kim. Julien McNulty suggests that a second person be added at some future date.

11.5: Motion by David Shaffer that when an official request/authorization for disbursement (RAD) is made (a) for an item over the budget, (b) for a non-budgeted item, or (c) for an item whose budget status is unclear, the signatories of five national council members (other than the national treasurer and the RAD applicant), shall be required, two of which shall be the national president and one nationally elected officer or chapter president, and the remainder drawn from the national council, preferably with knowledge of the matter at hand. 2nd Nathan Rice.

The discussion explored the need for such measures and how to best achieve this.

Vote:	Yes	14
	No	0
	Abstain	1

Motion passes

11.6: Motion by David Shaffer that the grants disbursed to KOTESOL chapters, SIG's, etc. for conferences and other events shall be submitted to the national council for approval. Grant requests must be accompanied by (a) an event budget detailing how the requested funds are to be spent, (b) documentation of the financial status of the requesting entity, and (c) any additional documentation as requested by the review panel. In addition, a post-event financial statement, detailing how the received grant funds were used, shall be submitted by the event-holding entity to the National Council. Julien McNulty 2nd

The discussion focused on past violations and the need to set parameters in place to prevent future events of a similar nature.

Vote:	Yes	10
	No	0
	Abstain	6

Motion passes

11.7: Motion by Nathan Rice that the KOTESOL Organizational Partner (OP) Agreement for the year 2014-2015 (1-Sept-2014 – 31-August-2015) be approved as presented to the National Council, but with the provision that it may later be adjusted, if deemed necessary, with the approval of the OP Liaison, the International Conference Committee Chair, and the National President. David Shaffer 2nd.

The discussion established that the changes apply only to the IC.

Vote	Yes	15
	No	0
	Abstain	0

Motion passes

11.8 Due to work pressures the treasure Younghoon Sohn needs to take on an assistant treasurer with the aim of gradually sharing the burden and training the person. The Council approved.