

TESOLANZ AGM 2024

MINUTES

Held at Unitec in Auckland and via livestream on Saturday 12 October, 2024 at 10.30am.

1. **Welcome**

2. **Present in person:** Gwenna Finikin (President), Margi Memory (Treasurer), Juliet Fry (SIG Coordinator), Lucy Macnaught (PLD Coordinator), Christine Hanley (Secretary), Carol Griffiths, Hilary Smith, Jude Battista, Sian White, Athlyn Watt, Christine McGuirk, Denise McKay, Sally Hay, Wilma Viegas, Jenny Field, Breda Matthews (arrived 11.25am)

Present online: Rachel Kaur, Karen Ashton, Julie Luxton (Branch Liaison), Mark Dawson-Smith (Publications Coordinator), Stephanie Layec, Nicky Riddiford, Anna Dowling, Kerstin Dofs, David Woodfield

3. **Apologies**

Dana Taylor, Karen Cebalo, Gretta Mills, Averil Coxhead, Daryl Streat, Tim Horne, Serrana Rugnitz, George Horvath, Jocelyn Wright, Sarah Roper, Cathie Cahill, Jenny Olsen, Ha Hoang, Tim Edwards, Yuka Kobayashi, Miranda Howell

4. **Minutes of Previous Meeting – as tabled**

MOVED Gwenna Finikin, SECONDED Margi Memory that the 2023 AGM Minutes be accepted as a true and correct record. Carried

5. **Matters Arising** - None

6. **Membership Update** – as tabled (see [Agenda TESOLANZ AGM 2024.pdf](#)).

7. **Branch delegates** – as tabled. Gwenna noted the remit for a print-friendly version of the TESOLANZ newsletter relates to an operational matter rather than a constitutional one so there is no voting required. Members' concerns and comments will be recorded and discussed by the Executive at their next meeting (to be held 15 October 2024).

8. **Reports 2023-2024** – as tabled

Executive members spoke to their reports.

Gwenna spoke on behalf of Julie Luxton (Branch Liaison). Numbers are improving and there are several new branch chairs. Branches have held a number of events, as well as AGMs. Capitation has gone out to those who have sent their minutes and reports to the TESOLANZ branch liaison and the TESOLANZ treasurer.

SIG Coordinator, Juliet Fry noted that there is an intention to initiate an Early Childhood Education SIG, and actions are underway to form a steering group for the Tertiary SIG.

PLD Coordinator, Lucy Macnaught, noted that work to increase the number of PLD events for TESOLANZ members has been ongoing with a survey resulting in the establishment of a membership expertise database and work to create an online filesharing system. There will be further consultation with branch and SIG leaders to begin convening events in 2025.

Gwenna spoke on behalf of Mark Dawson-Smith (Publications Coordinator) and as President.

MOVED Gwenna Finikin, SECONDED Hilary Smith that reports be accepted. Carried

Hilary Smith extended her thanks to Gwenna and the Executive for the work done on behalf of the TESOLANZ membership.

Margi Memory (Treasurer) spoke to her report outlining the background and TESOLANZ's current financial position. She noted that the CLESOL 2024 conference accounts will be finalised in the near future with the expectation of a modest profit.

MOVED Margi Memory, SECONDED Juliet Fry that the Treasurer's report be accepted.
Carried

9. Executive Nominations – as tabled.

10. Executive Terms and Roles – as tabled.

11. Remits

- **Remit 1: Ratification of the amended Constitution.**

MOVED Gwenna Finikin, SECONDED Juliet Fry that the remit be accepted. Carried.

- **Remit 2: Free TESOLANZ membership for postgraduate students**

WATESOL proposes that, in addition to the one-year free membership for new graduates, the TESOLANZ executive consider offering free TESOLANZ membership to postgraduate students at New Zealand universities.

The benefits for TESOLANZ would be the additional interest in being involved in TESOLANZ and local branch events, plus the possibility of students becoming fee-paying members in the future.

Following discussion, this was amended to:

WATESOL proposes that, in addition to the one-year free membership for new graduates, the TESOLANZ executive consider offering free TESOLANZ membership to *fulltime* postgraduate students *for the duration of their study* at New Zealand universities.

The benefits for TESOLANZ would be the additional interest in being involved in TESOLANZ and local branch events, plus the possibility of students becoming fee-paying members in the future.

MOVED Nicky Riddiford, SECONDED Athlyn Watt that the amended remit be accepted.
Carried.

12. General business

- TESOLANZ newsletter

Breda Matthews spoke to the AKTESOL proposal that TESOLANZ should provide a print-friendly copy of the TESOLANZ newsletter for members in 2024 and all future editions. It was noted that the TESOLANZ Executive decided to move to an online newsletter as paper copies, postage, and packaging pose significant cost and environmental implications. There was also a significant initial cost for moving to an online newsletter format.

Gwenna noted that the online version can easily be converted to a version that members can print for themselves if they wish. Breda requested that the Executive consider appending the newsletter as a Word document when the online newsletter is distributed as this will avoid individual teachers having to do the conversion themselves. It was also noted that there will be formatting and loss of value implications for newsletter sponsors' and advertisers' content in a simple Word version. Breda requested that the Word version contain the articles and reports only.

The Executive's decision will be in their meeting minutes which will be available on the TESOLANZ website.

MEETING CLOSED: 11.45am