

TESOLANZ AGM 2023

MINUTES

Held at Wintec Te Pukenga, Hamilton and via Zoom on Saturday 30 September, 2023 at 12.45pm.

1. **Welcome**

2. **Apologies**

Miranda Howell

3. **Minutes of Previous Meeting**

Daryl Streat, President, tabled his apologies for the non-distribution of the minutes from the previous AGM. These will be distributed as soon as possible and any matters arising will be dealt with via email.

The 2022 AGM Minutes were circulated to the TESOLANZ Executive and all branch leaders after the 2023 AGM.

MOVED [Christine Hanley / Gwenna Finikin] that the 2022 AGM Minutes be accepted as a true and correct record. Carried

4. **Membership Update** – as tabled. Daryl noted that the association has been through a tough period due to the impact of the Covid-19 pandemic, but was pleased to note positive signs of growth in membership numbers as evidenced in branch membership numbers beginning to creep up.

It was noted that there was an error in the powerpoint presentation as MANATESOL numbers sat at 24 in 2022 and are now 19. The situation overall remains challenging but encouraging.

5. **Branch delegates** – as tabled. Daryl noted that as no remits had been received there was no need for voting.

6. **Reports 2022** – as tabled

Executive members spoke to their reports.

Faezeh Mehrang, Treasurer, noted that there had been an external review of TESOLANZ accounts in March 2023 with a much closer scrutiny of financial transactions than has been necessary previously. No issues were raised as a result of the review but the process entailed a lot more work. She also noted that the association needs to review the process for capitation payments. Branches need to provide documentation from their AGMs before capitation payments can be made. The documentation is often sent late and over a range of dates throughout the year. Capitation needs to be done by September each year. Faezeh suggested that the association consider lining up the branch AGMs so they occur within the same timeframe.

Daryl noted the increased attention being paid to incorporated societies this year with more scrutiny of the capitation in particular. While he pointed out that TESOLANZ finances are in a relatively healthy state, mainly due to the profit from CLESOL 2021, he also noted the increase in costs generally in recent years. This was particularly evident with costs around convening the CLESOL 2024 conference. The float of \$20,000 had to be increased to \$30,000 this year to cover these increases. Daryl stressed the need to monitor this closely. He explained the challenge facing the incoming Executive to ensure that any extra funds are put into worthwhile activities that benefit the whole membership.

Daryl highlighted the newly-drafted statement of TESOLANZ's commitment to TeTiriti o Waitangi. He encouraged the Executive to use some of the current excess in available funds to support external facilitation for workshops at CLESOL conferences around acknowledging Te Tiriti.

Daryl thanked the departing Executive members, Breda Matthews and Faezeh Mehrang, and welcomed the new Executive members: Juliet Fry, Margi Memory (incoming Treasurer), and Lucy McNaught. He noted that there was no need for elections as the new members had stood unopposed.

He also warmly thanked Jean Parkinson who has edited the TESOLANZ Journal for many years and welcomed Olly Balance as the new editor. Warm thanks were also extended to Jane Dudley who has been the association's membership secretary since the 1990s. Daryl welcomed Thuy Bui who has agreed to take on this role.

Gwenna Finikin (incoming President) then spoke to Daryl's departure as President and thanked him for his valued contribution as a leader.

MOVED [Daryl Streat/ Mark Dawson-Smith] that reports be accepted. Carried

7. General business

None.

MEETING CLOSED: 1.35pm