

KOTESOL Executive Council Meeting Minutes  
March 31, 2001, Taejon

***Attendance***

Voting members: Hyun Taeduck, Jen Lalonde, David Shaffer, Joseph Nicolaus, Michael Duffy, John Phillips, Erik Newson, Steve Garrigues, Brian Heldenbrand, Asif Siddiqui, Christine Kienlien, Paul Mead, Craig Bartlett, Kirsten Reitan

Guests: Carl Dusthimer, Rachel Phillips

***Opening***

Meeting commenced at 2:35 PM, opened by Dr. Hyun

*New officers introduced.* David Shaffer was elected treasurer to fill the slot vacated by Park Heebon. Joseph Nicolaus was appointed Publicity Committee chair. Both have voting priveleges on the council.

*Goodbyes* were said to departing officers and committee chairs/liaisons: Andy Finch, Park Heebon, Lee Yonghoon, Jane Hoelker, Carl Dusthimer, and Jeff Kim.

**Motion:** Jen Lalonde moved that the minutes of the last executive council meeting be adopted. John Phillips seconded.

**Result:** Adopted by acclamation.

*New committee chairs needed:* Dr. Hyun requested that Michael Duffy find replacements for International Liaison and Associate Member Liaison.

***Reports***

*A Special Interest Group (SIG)* update was given by Jen Lalonde. See attached report for complete details. She stressed that her current role was making people aware of SIGs and asking people specifically to get involved.

*Publications* was updated by Robert Dickey. The Korea TESOL journal will printed and mailed by April 10<sup>th</sup>. Proceedings will begin layout in a week and cover ideas for the Proceedings are being solicited.

*Database* report was given by Robert Dickey. As of the night before the meeting, we had 310 current members. By chapter it broke down to Cheju – 1, Cholla – 45, Taejon – 27, Taegu – 73, Pusan – 51, Suwon – 12, Seoul – 84, Chongju – 16.

*Publicity* was updated by Joseph Nicolaus. He and Christine Kienlien will visit all chapter and have developed a publicity poster.

*Membership* update was given by Christine Kienlien. Background work has been done via e-mail and more can be read on Kexec---yahoo discussion group.

*Technology* committee report was given by John Phillips. The committee has done very little since the last meeting. There is still no shift to a Linux server, nor is a

database or e-mail server yet available. Legal copies of Windows 95 have proven impossible to find or buy. The website looks nice, is regularly updated by webmaster Dan Gabon, and two new webmasters have joined for Chongju and Taejon.

*Conference* update was given by Craig Bartlett. Sungkyunkwan University (SKKU) was reviewed and the conference committee is leaning towards that site. SKKU has not yet responded to our proposal. Call for papers closes May 15<sup>th</sup>. Plenary speakers included Jane Willis and Mike Rundell. Featured speakers included a speaker from Melbourne (name??) and Steve Gershon. The theme is Learning Environment: Classroom and Beyond.

*International liaison* report was given by Kirsten Reitan. KOTESOL submitted 15 vetted slots to PAC3. Jen Lalonde represented our organization at the annual TESOL conference, and this report will be e-mailed.

*LIOJ* committee search was updated by Kirsten Reitan. Korea TESOL receives on scholarship per year to send a Korean secondary school teacher to Japan in the summer. Call for nominations is in the March TEC. A review/selection committee will receive the nominations and submit qualified candidates to the executive council for selection.

*Seoul* chapter update was given by chapter president, Asif Siddiqui. Their conference was successful and somewhat profitable. Monthly meetings will be held at Sookmyung Women's University.

*Nominations* report was made by Michael Duffy. An election for 1<sup>st</sup> Vice President will be held later in the meeting. A search is in progress for the open positions of International Liaison and AM Liaison positions.

*Treasurer* report was given by David Shaffer. He handed out a report (see attached hard copy) of our finances, adding that he received an additional 280,000 won in membership dues from the chapters before the executive council meeting. Chapters were told that they will receive their first disbursement of the year on April 1<sup>st</sup>, based on 50% membership estimates. ON June 1<sup>st</sup> a real count will be made, and the second installment will reflect the actual membership dues, including the balance.

*Pusan* president Paul Mead reported that the chapter was pretty quiet but focusing on membership development.

*Taegu* president Steve Garrigues reported the chapter was healthy, was searching for a new 1<sup>st</sup> VP, and encourage people who attend their meetings to become members.

*Cholla* president Brian Heldenbrand reported that their regional conference is in 3 weeks on April 21<sup>st</sup>. It was moved to Chosun University, posters had been distributed, and notifications had gone out via the Boards of Education (BOE). They were looking for more practically oriented presentations. It was suggested they approach KTT.

*Taejon* chapter report was given by Jen Lalonde. The meeting site was moved to Woosung University and elections for a new president and vice-president would be held at their next meeting.

*Chongju* chapter president Erik Newson reported that his chapter had filled out their full executive committee and had submitted a written report via e-mail. (See attached hard copy.)

Issue raised: Would chapter spellings change with the new romanization rules? Since cities are required to change, but private individuals and corporations are not, it was unclear what KOTESOL should do. Dr. Hyun strongly suggested we follow the new romanization conventions.

## ***Old Business***

### **1. State of Cheju chapter**

**Motion:** Kirsten Reitan motioned that the Cheju chapter be dissolved. Steve Garrigues seconded the motion.

Discussion: Cheju currently has one member and no executive committee. It was suggested rather than dissolve them we deactivate the chapter until such a time as it can reactivate itself.

**Amendment to motion:** Kirsten and Steve accepted the amendment “The Cheju chapter should be deactivated for the time being.”

Discussion: What would be needed to reactivate them? Policies should be developed such as a minimum number of officers and a minimum number of members. Actual parameters were not decided at this council meeting, but left for the future should Cheju request or want reactivation.

**Vote:** In favor: 11; Against: 1; Abstention: 1

**Result:** Motion passed.

**Action needed:** How to reactivate Cheju will be decided at a later date. A banner for Cheju will still be listed in TEC, but officers who don't exist will be deleted and replaced with a contact person.

### **2. Executive budget**

Dr. Hyun submitted the executive budget to the council. The budget was reviewed and some funding adjustments were made for SIGs. (See hard copy attachment.) It was clarified that discretionary funds for committee personnel do not require receipts, but that the amount allocated was very high, so the treasurer requested receipts.

**Motion:** Robert Dickey moved that the budget be approved as amended. Christine seconded it.

**Vote:** In favor: 13; Against: 0; Abstention: 0

**Result:** Motion passed

**Additional action:** The budget will be reviewed at the end of the year.

*New Business*

**1. Order of Succession**

**Motion:** Robert moved that “Constitutional Article 5, Section 3 shall not be construed to require that a first vice-president who succeeds as president mid-term forfeit the right to a full term as president at the end of the scheduled term of office.” It was seconded by Craig Bartlett.

**Vote:** In favor: 12; Against: 0; Abstention: 1

**Result:** Motion passed

**Action:** Dr. Hyun will be president until October 2002.

**2. Election of 1<sup>st</sup> VP**

Mike Duffy called for further nominations for 1<sup>st</sup> VP, but no further nominations were given.

**Nomination:** Mike moved that we nominate Robert Dickey as 1<sup>st</sup> VP. Paul Meade seconded the nomination.

**Stipulation:** Robert Dickey put forth his intention not to succeed to the presidency.

**Motion:** Mike moved that we elect Robert as 1<sup>st</sup> VP. Jen Lalonde seconded the motion.

**Vote:** In favor: 12; Against: 0; Abstention: 0

**Result:** Robert Dickey was elected first vice-president of Korea TESOL.

**3. Associate Member (AM) issues**

Carl Dusthimer (Dusty) handed out the new organizational membership agreement for everyone’s information and review.

- A. He stressed the importance of AMs to KOTESOL, as our ELT partners.
- B. KOTESOL members get benefits from them and 80% of book sales for the AMs occur in the Seoul area. So it was strongly recommended that KOTESOL keep the conference site in Seoul for more than one year. We can use regional conference to diversify our membership.
- C. E-letter: A plan in discussion to help our AMs more is to create an e-letter sent out on a regular basis giving AMs the opportunity to advertise their products or promote their events. In the beginning, it is proposed that KOTESOL do this as a sign of goodwill, since there is no actual cost involved for KOTESOL. Content of the e-letter can come from SIGs, TEC, chapters, etc. The name associate newsletter was suggested by Jen Lalonde.

**Motion:** Kirsten moved that KOTESOL send out a regular e-newsletter, called the Associate Newsletter. Christine seconded.

**Vote:** In favor: 12; Against: 0; Abstentions: 0

**Result:** Motion passed

**Action:** Someone other than publications will spearhead the regular (not clarified or defined) Associate Member e-letter. Associate members must prepare their own sections of the e-letter.

#### 4. Equipment

- A. Kirsten announced that she was looking for new homes for KOTESOL equipment in her possession. She had a scanner, fax machine, and computer, all belonging to KOTESOL, which she no longer utilized. The scanner will go to Dr. Hyun, the fax will go to the Conference committee care of Craig, and the computer with English windows is still unrequested.
- B. John announced that KOTESOL needs to have an inventory of all equipment and that committees and chapters had been unresponsive to requests from Tory Torkelson.
- C. John also mentioned a need to discuss banner headlines on the website. But that would be discussed at another time. He also reiterated that it was difficult to find 9 legal copies of Windows 95.

#### 5. Membership

**Motion:** Christine moved that “KOTESOL officers at all levels should be members in good standing”. It was seconded by Joseph.

**Action:** The motion was not put to a vote because of lack of time to properly discuss.

**Motion:** Brian Heldenbrand motioned to table the discussion until a time when we could further discuss it. Jen Lalonde seconded it.

**Amendment:** Brian Heldenbrand and Jen Lalonde accepted an amendment to discuss the issue by e-mail until April 15<sup>th</sup>.

**Vote:** In favor: 10; Against: 1; Abstention: 1

**Result:** The motion passed.

**Action:** The motion will be discussed by e-mail and a final vote taken by April 15<sup>th</sup>.

##### *Follow up:*

Between April 1<sup>st</sup> and April 8<sup>th</sup>, e-mail discussion on “KOTESOL officers at all levels should be members in good standing” was discussed. Between April 9<sup>th</sup> and April 15<sup>th</sup>, an e-mail vote was held.

**Vote:** In favor: 14; Against: 0; Abstention: 1

**Result:** Motion passed

**Action:** The motion has passed and will apply to all levels and sections of KOTESOL.

*Voting roll call ( for e-mail vote):* Paul (Pusan), Jen (2VP), Rob (1VP, Publications), Christine (Membership), Doug (KTT), Mike (Nominations), Steve (Taegu), Kirsten (Secretary), Joseph (Publicity), Erik (Chongju), Dr. Han (Immediate Past-president), John (Technology), David (Treasurer), Brian (Cholla), Dr. Hyun (President, Conference chair).

#### *Closing*

Dr. Hyun that the next council meeting would either be in late May or early June, to be decided and announced later. The meeting was adjourned at 5 PM.

