

**Alberta Teachers of English as a Second Language  
Annual General Meeting  
Lake Louise, AB  
Friday, October 30, 2015  
5:00 – 6:00 PM  
Location: Fairmont Chateau Lake Louise, Alpine Room**

**Minutes - Unapproved**

- 1. Call to order – 5:15 pm**
- 2. Establishment of quorum (require 69 members – as per Oct.16.15)  
84 Members present**
- 3. Approval of agenda**  
Amendment: Add Glen Cochrane to President's report, outgoing board member,  
Amend spelling of Elina Stop, Name of Room from Pipestone A to Alpine.  
Add Item 10 - Conference Registration fees – added by Marilyn Abbott  
**MOTION: to accept the agenda as amended.**  
Jacqueline Scott  
2<sup>nd</sup>: Evelyn Neame  
Carried
- 4. Approval of 2014 AGM minutes -**  
**MOTION: to approve the 2014 ATESL AGM minutes as distributed.**  
Dorte Weber  
2<sup>nd</sup>: Bonnie Nicholas  
Carried
- 5. Approval of the December 31, 2014 Audited Financial Statement  
Presented by Yuji Abe**  
  
**Motion: to accept the 2014 Audited Financial Statement as distributed.**  
Yuji Abe  
2<sup>nd</sup>: Justine Light  
All in favour.  
Carried
- 6. Appointment of the Auditor**  
**MOTION: Move that ATESL contract Halpert Monsma Chartered Accountants to audit the financial  
statements of the Association of Alberta Teachers of English as a Second Language for the year  
ending December 31, 2015.**  
Jennifer Foote  
2<sup>nd</sup>: Wendy Chambers  
All in favour.  
Carried

## **7. Reports of officers**

### Presidents' report

Welcome to Lake Louise and thank you for supporting ATESL!

It has been an interesting and eventful year at ATESL. I have been honoured to serve as ATESL President for the past year and I'm thankful to have a Board that is hardworking, insightful, dedicated, collaborative, and responsive to member concerns and needs. Our Board meetings were rich in discussion and conversation and we always managed a few laughs as well. It has been a pleasure to work with everyone on the Board and to be able to work for the ATESL membership in this capacity. I look forward to continuing to serve next year as Past President.

### **Operational Activities**

We are so happy to announce that ATESL membership is at an all-time high with nearly 700 members! Thank you for your support and for joining this vibrant and growing organization.

In May we had a change in government in Alberta (and of course very recently in Canada as well). In response to Premier Notley's election as our new Premier, I wrote her a letter of congratulations and welcome on behalf of ATESL. We work closely with both the provincial and federal governments and I look forward to learning more about their budgets and visions as they move forward in their mandates.

As part of the efforts of the Board over the past few years, and specifically with Dorte Weber as part of the presidential chain, ATESL has worked toward being more transparent and responsive to members. We will continue this work by communicating with members, being active on social media, updating the website, and publishing the ATESL newsletter. We welcome questions and comments from members and I encourage you to not only get in touch with us, but to also become involved in your local chapter and/or the Board.

The Board reviewed and revised its Board member roles and responsibilities documents this year. Changes were made with regard to position descriptions in terms of grammar, punctuation, capitalization, formatting and content around job descriptions, and dates of review which will happen every two years. Some content deletions were made in the areas of executive committee, fund-raising and bullet points to reflect what is happening at ATESL currently now. The TESL Canada Representative position was also changed from a three year term to a two year term. We also reviewed and revised the roles of the Administrative Assistant (which was changed to Business Manager). The contract for our current Business Manager, Irene Wood was reviewed and renewed for a year. We also reviewed and revised the ATESL Social Media Policy to include information on partnerships and endorsements.

The Board also researched a new web developer. We decided on the group in Canmore called Blue Hut. This group has been excellent and is helping us to revise and update the website in terms of content as well as the hosting software which needed to be extensively upgraded.

The Board continues to review and revise its budgeting and reporting for finances. The local chapters now provide a budget to the Board and are allotted funds based on the budget, whereas previously the locals were given an amount based on the number of members in the local. Special items such as the mini-conferences and featured speakers are also brought to the board to review for budget

considerations outside the normal operating budgets for the locals. We continue to work with our auditor to learn and understand the best way to represent ATESL financials. As the Treasurer report will show, we have had another successful audit with no outstanding issues from the auditor.

The Strategic Planning Committee that was struck last year continued to meet through 2014-2015. This committee was spearheaded by Past President Dorte Weber and is chaired by President Elect Wendy Chambers. As part of this committee we engaged stakeholders from ATESL's past and present to give direction for ATESL's future. I look forward to continuing to work with this committee and to set the direction for ATESL for the coming years so we can serve our members to our fullest potential.

As we discussed at last year's AGM we looked into e-voting and proxy voting. We reviewed our bylaws and there is no wording around e-voting or proxy voting, which we would require should we go this route. Over the coming year, the Board investigate changing the bylaws to reflect the new practice of e-voting and proxy voting that will be introduced at the AGM in 2016. Throughout the next year, we will be sharing information at the locals about this and what it means for members.

The Board also reviewed the bursaries allotted to members and we increased the ATESL Bursary from \$2000 per year to \$4000. We also introduced a bursary for students to attend ATESL conferences, and we maintained our first time presenter bursary for the ATESL annual conference. At the local level, we supported the Edmonton mini-conference and we also provided sponsorship to the Pronunciation in Second Language Learning and Teaching (PSLLT) conference to be held at the University of Calgary, August 12-13, 2016 (thank you to Wendy for her work in negotiating this).

To strengthen our partnerships in the province, ATESL has added a Member at Large on the Board. This member sits on the Rural Routes Advisory Committee to represent ATESL. We have signed a one year MOU with Rural Routes and we are thankful to Nadia Khan who is serving as our representative.

### **Projects and Proposals**

The past year saw the conclusion of the LTP contract for the Intercultural Communicative Competence project that was conducted by NorQuest College. Thank you to NorQuest and Yuji Abe and Cheryl Whitelaw for the work on this, and thank you to Yuji for presenting the findings of the project to the Board and the membership. Building on this, ATESL submitted a proposal as a follow up. This proposal and project is in collaboration with Bow Valley College and NorQuest College. Thank you to Hana Taleb Imai and Cheryl Whitelaw for your support. We also submitted a proposal to CIC this summer. Both proposal processes are ongoing.

### **Conference Planning-2016**

We have signed a contract for the ATESL Conference 2016. It will be held in Edmonton at the Fantasyland Hotel on October 14 and 15. We are looking for Conference Co-Chairs for this event. Please contact Maureen Stewart or Irene Wood if you are interested and/or would like more information.

### **Provincial and National Partners**

Over the past year, the Presidential Chain has worked to strengthen the relationship with our provincial counterparts, specifically in British Columbia and Ontario. We have met in person and via

teleconference to discuss common issues and how our organizations are structured. We have an excellent relationship with both BCTEAL and TESL Ontario and we will continue to have an open dialogue with them regarding ESL issues that relate to the provincial and national contexts. I am excited that ATESL has opened this channel of communication and I look forward to working with these partners as well as other partners in the country.

As you have heard over the past few months, BCTEAL and TESL Ontario renegotiated their respective MOUs with TESL Canada. Historically, provincial association membership meant members automatically had membership in TESL Canada and a portion of each provincial membership fee goes directly to TESL Canada. In Alberta, \$16.00 of each membership fee goes to TESL Canada. BC and Ontario will now have separate memberships and separate fee structures for the provincial and national organizations. This separation does not immediately affect ATESL.

Along with Wendy Chambers, I was also asked to join a committee hosted by Jobs, Skills, Training, and Labour section of the Alberta Government to represent ATESL and Dorte Weber as a representative from MacEwan University. This group called the ESL Community Shared Outcomes Working Group, has come together to discuss outcomes of ESL projects in Alberta. It brings together stakeholders from across the province. I will also be working on a sub-committee for the increased understanding of the immediate, intermediate and ultimate outcomes for Innovative Projects. I will continue in this role as ATESL Past President. Wendy will work on the subcommittee dealing with increased knowledge of outcomes and lessons learned from funded projects as President.

### **Conference Planning 2015**

ATESL was the selected host for the TESL Canada 2015 Conference. In lieu of our annual provincial conference, we organized and hosted this national event. As Co-Chairs we selected Chris Wharton and Glen Cochrane. Chris and Glen had both been involved with ATESL and in previous conferences. We are so thrilled they agreed to take on this role and they have done a spectacular job in organizing this event. Chris and Glen put together an excellent committee that consisted of dedicated and hardworking ATESL members. Thank you to Chris and Glen, and everyone who worked to make this conference the success that it is and allow us to connect with colleagues from across Canada and around the world. From the ATESL Board, Wendy Chambers chaired the Sponsorship Committee, Nadia Khan chaired the Publicity Committee, Maureen Stewart chaired the Registration Committee, Celia Logan served on the Program Committee, and Silvia Rossi served on the Conference Planning Committee.

The conference provided a rich tapestry of learning and conversation. The level of detail and planning for an event of this size and scope is incredible. It was a privilege for me to be able to work as the Registration Chair and to be able to support the excellent work done by the Co-Chairs and the committee. Thank you also to MacEwan Conference and Event Services who provided outstanding support for the registration committee and for the conference. We hope everyone enjoyed their time in Lake Louise and please join us in thanking Chris, Glen, and the entire conference planning committee for their immeasurable amount work.

In addition, congratulations to the three winners of the free conference registration provided by ATESL at each of the local levels where PD was hosted in 2014-2015:

Calgary –Abir Madhoun  
 Central - Nancy Walters  
 Edmonton - Elina Stop

**Governance**

ATESL is very happy to once again have representation in Southern Alberta. We currently have one co-chair in the area and we are looking for more people to join this chapter. There is no report from Southern this AGM as the co-chair only recently came on board. Central Alberta is also looking for a co-chair. If you are interested in either of these areas, please connect with either Irene Wood or me.

**Membership Fees**

This year the ATESL Board discussed a fee increase for our members. After a long and rich discussion, we voted in favour of bringing the motion of a fee increase forward to the membership. We are proposing a fee increase of 7.5%.

The fees for ATESL members have not been increased since 2005. Since that time, the rate of inflation in Alberta has been 18.42%. The cost of living on average increases 1.9% annually. In the past few years we have increased opportunities for members in areas such as professional development and financial support. Your membership fees go to supporting operations at ATESL (we have one part time paid staff member) and over the past few years ATESL has worked diligently to bring added benefits to our members:

- Increased ATESL bursary from \$2000/year to \$4000/year
- Introduced ATESL Conference first time presenter bursaries (\$1000/year)
- Introduced ATESL Conference Student Bursary (\$1000/year)
- Lifetime Member Award
- Hosting mini conferences
- Monthly professional development events at all local levels
- Sponsorship for events to benefit ATESL members including PSLLT hosted by U of C
- Free conference registration for one member at each local chapter
- Featured speakers

ATESL is so proud to offer these incredible opportunities for our members.

To keep up with the rate of inflation and cost of living, it is time for ATESL raise its fees. The overall increase to ATESL’s operating budget would be \$1600-\$2000 annually depending on the number of members.

	Current Fee	Proposed 7.5% increase	Difference
One year regular	\$45.00	\$48.38	\$3.83
Two year regular	\$80.00	\$86.00	\$6.00
Vol/Stu/Retired/Unemployed	\$30.00	\$32.25	\$2.25

Moving forward, we will discuss a timeline for review of fees to be conducted after a specified period of time.

Your ATESL Board for the 2014-2015 year was:

Maureen Stewart—*President*  
Dorte Weber—*Past President*  
Wendy Chambers—*President Elect*  
Yuji Abe—*Treasurer*  
Cindy Messaros—*Secretary*  
Chris Wharton—*Conference Co-Chair*  
Glen Cochrane—*Conference Co-Chair, Calgary Local Co-Chair*  
Silvia Rossi—*Calgary Local Co-Chair*  
Sharon Duplessis—*Central Alberta Co-Chair*  
Lisa Ramsay—*Central Alberta Co-Chair*  
Evelyn Neame—*Edmonton Co-Chair*  
Sabine Ricioppo—*Edmonton Co-Chair*  
Celia Logan—*TESL Canada Representative*  
Nadia Khan—*Member at Large*

We would like to thank Dorte, Celia, Evelyn, and Sharon whose terms with the Board have ended. It was a pleasure working with you. Thank you for giving your time and expertise to ATESL and our members. On a personal note, I would like to give a special thanks to Dorte, Irene, and Wendy for the invaluable support you gave me over the past year.

Thank you to all the Board members, Irene, and the members who volunteer at the Local levels, and to all our members. You strengthen ATESL and continue to help us grow. Your efforts are greatly appreciated.

Respectfully,  
Maureen Stewart, ATESL President  
Wendy Chamber, President Elect  
Dorte Weber, Past President

## **8. Reports of committees**

### **Calgary Local Annual Report 2014/2015**

Co-Chairs: Glen Cochrane and Silvia Rossi  
Treasurer: Kimberley MacDonald  
Secretary: Chris Wharton

The Calgary Local hosted eight meetings between November 2014 and September 2015. Most meetings were workshops facilitated by local teaching professionals; however, our January workshop was facilitated by a teacher who currently works in Argentina but was willing to dedicate an evening of her short visit to Calgary to our group. In addition to workshops, the Calgary Local arranged tours of the Language Research Centre at the University of Calgary and the Calgary Public Library's Central branch.

To celebrate the season and offer an additional opportunity for networking, we hosted a holiday social. Attendance at meetings ranged from 15-33 people, and the average attendance number was 22.

November	“Teaching Stress – The Pronunciation Kind”	Silvia Rossi (Mount Royal University)
December	Holiday Social	Midtown Kitchen & Bar
January	“Do I <i>Have</i> to Read That Novel?” (Literature Circles)	Nancy Sheppard (Argentina)
March	“Financial Literacy and English Language Learners”	Heidi Beyer (Bow Valley College)
April	“Incorporating Active Learning Strategies in Task-Based, Cooperative Lessons”	Kathleen Webster (CIWA)
May	“Task-Based Listening Lessons”	Marcia Kim (University of Calgary)
	“Assessment in Task-Based Listening Lessons”	Dora Di Lullo-Patten (Chinook Learning Services)
June	Tour of Language Research Centre and presentation on its services/current research activities	Dr. Mary O’Brien (Language Research Centre)
	Exploration of action research through an interactive game	Dr. Roswita Dressler (University of Calgary)
September	Tour of the Calgary Public Library’s Central branch and presentation on services and resources for newcomers	Jacqueline Miles & Rosanna Sing (Calgary Public Library)

The Calgary Local would like to acknowledge and sincerely thank all of the facilitators who contributed to professional development in our community over the past year!

Our gratitude goes to Glen Cochrane, outgoing Calgary Co-Chair, for his dedication, time and always positive attitude. Nadia Khan, our incoming Co-Chair, has already proven her flair for new ideas since indicating her interest in the position, and we warmly welcome her as she officially takes on the role.

For the upcoming year, the Calgary Local looks forward to many more stimulating meetings including a special workshop with Dr. Jane Willis; a TESL Canada Conference debrief discussion; another edition of the popular holiday social; and our second spring mini-conference.

Respectfully submitted by Silvia Rossi

### **Central Alberta Local Annual Report 2014/2015**

Co-Chairs: Sharon Duplessis (October 2013- June 2015) and Lisa Ramsay (November 2014-June 2015)

Treasurer: Hannah Dissen

Secretary: Carol Smyth

The Central Alberta chapter met on November 19, 2014 for a PD session to review and share information learned at the ATESL Conference held in Edmonton on October 24<sup>th</sup> and 25<sup>th</sup>. Presentations were given by five different members on the topics of: Financial Literacy-Gaylene McKay; Eye on Literacy-Hannah Dissen; Teaching Pronunciation-Carol Smyth; the keynote Dr. Niobe Thompson-Anna Morgan-Wold; and Graphic Organizers-Melinda Wiebe.

On January 21, 2015. Paul and Ruth Furseth, who spent 12 years teaching in China presented. They shared entertaining information about their experiences and the work they did. Hannah Dissen, the local secretary, also spoke about her teaching experiences in North Korea.

On February 18, 2015, Mounir Rahwan delivered an information session on the political situation in the Middle East. Mounir is a settlement counsellor with Catholic Social Services and helps new immigrants resettle in Red Deer.

On March 18, 2015, an 'Idea Share' was held by local members. The four members that presented were: Carol Smyth on vocabulary; Anna Morgan-Wold on methods to remain calm with confrontational persons; Sharon Duplessis on using the website- [www.Reading A-Z](http://www.Reading A-Z); and Gaylene Mackay on a website - [www.iteslj.org/questions](http://www.iteslj.org/questions).

On April 15, 2015, the local met at the Dawe Library and heard a presentation by Luisa Totoda from Rural Routes. Luisa is an ESL Consultant with a wealth of knowledge. She shared a PowerPoint, and gave the group ideas regarding where to find resources, workshops, and training.

On May 20, 2015 local members met at the Snell Auditorium of the Downtown Library. We all enjoyed the movie, "The Big Lie" about the Lost Boys of Somalia.

2015 Local Chapter:

Nancy Bain - Co-chair

Lois Prostebby - Treasurer

Nancy Walters -Secretary

Thank you to everyone in Central Alberta for your support of this chapter.

Prepared by Maureen Stewart, ATESL President

### **Edmonton Local Annual Report 2014/2015**

Co-Chairs: Evelyn Neame, Sabine Ricioppo

Secretary: Lynn Sawyer

Treasurer: Patricia Watson

Hospitality: Elsie Johnson, Astrid Luethe

The Edmonton chapter met six times this past year averaging about 30 members attending.

Dr. Leila Ranta and Justine Light presented on *Exploring Edmonton's Linguistic Landscape*; Dr. Wendy Chambers talked about *Building Community with Online Discussion Boards*; ESL directors and practitioners from MacEwan, One World One Center, CCI-LEX, EMCN, EPL, NAIT, NorQuest, Solomon College, and the U of A presented at the Director's Forum; and six U of A Master's students gave presentations on their capping projects: Ridha Atioui described *Fluency-Enhancing Activities in EFL Textbooks*, Achsah Lionel spoke about *Teaching Culture in the Academic English Class*, Maria Rombalskaya explored *Teaching Comprehension of Implied Meaning*, Agnieszka Ansel explained how to *Integrate Grammar into a CLB Lesson*; Janet Kwong taught how to *Use Video to Teach Pragmatics in ESL Classes*, Huong Nguyen discussed *Alternatives to the Product-Oriented Approach to L2 Listening*



*Instruction and Denise Lo presented on Using the Longman Dictionary Online in an English for Academic Purposes Classroom.*

The Edmonton Local Board offered a one day mini-conference at NorQuest College at the end of June. Lisa Herrera and Claire Pinkett from ISSofBC, Vancouver, presented two workshops (Demystifying CLB Lesson Planning & Creating and Understanding CLB Assessments). Sixty-one participants attended the conference and their feedback was overwhelmingly positive.

This year's winner for the free conference registration was Elina Stopp, a University of Alberta TESL Master's Student. Congratulations, Elina!

Nominations for the new executive for the 2015-2016 year were approved at the Annual General Meeting on September 25, 2015.

Edmonton Local Committee 2015/2016:

Co-Chairs: Janet Kwong and Sabine Ricioppo

Secretary: Lynn Sawyer

Treasurer: Vacant

Communications Director: Rosemary McMahon

Hospitality: Sydney Seuss & Astrid Luethe (Jan. 2016)

Thank you to all of the outgoing volunteers for their commitment and dedication. Evelyn Neame has completed her two year term as Co-Chair and Patricia Watson has been Treasurer for the past year.

Respectfully submitted by Sabine Ricioppo

### **2015 Annual Bursary Committee Report**

ATESL accepts bursary applications twice a year, in March and September. The Bursary committee carefully reviews eligible applications submitted by members seeking funding to participate in professional development activities. As per the requirements of the bursary application, each approved applicant is expected to submit all receipts for tuition/registration expenses. In addition, each applicant must submit a 250-word summary/evaluation of the event or course they have attended, which is published in the ATESL Newsletter (available online at atesl.ca).

In the 2015 budget, the ATESL Board allotted \$4,000 to the bursary fund, the same amount as was allotted in 2014. During the spring intake of applications, ATESL awarded \$1285, and during the fall intake of applications, a total of \$1750.00 was awarded. In total, ATESL awarded bursaries totaling \$3035 for the 2015 financial year, \$175 more than was awarded in 2014.

In March, we received seven bursary applications. Three applications were approved. Three applicants did not demonstrate financial need, and the fourth did not adequately address the requirements of the

application. This applicant was encouraged to reapply for consideration for the fall round of bursaries. The three approved applicants participated in professional development opportunities that included: attending the 2015 TESL Canada conference in Banff, and attending the ACE TESOL course offered at the Mennonite Centre in Edmonton.

In September, ATESL received six bursary applications, four of which were recommended for funding to offset the costs of attending the TESL Canada 2015 Conference. It was determined that two applicants did not demonstrate financial need.

The committee was pleased with the breadth and quality of the professional development opportunities undertaken by the bursary applicants and wishes each applicant continued success in their professional pursuits.

Respectfully submitted by the Bursary Committee,

Cindy Messaros  
Dorte Weber  
Yuji Abe  
Wendy Chambers

### **2015 TESL Canada Representative Report**

TESL Canada is very proud to have collaborated with ATESL in presenting the national conference this year in Lake Louise. We would like to take the time to congratulate the Conference Chairs, Chris Wharton and Glen Cochrane, and the entire ATESL Board for their energy and commitment in creating a memorable conference.

TESL Canada is continuing its efforts to make the organization more transparent and more relevant to its members. It underwent an extensive consultation process last year to improve and revitalize the organization. These reports will be presented at the AGM on October 28, 2015, and will be used as a tool to guide TESL Canada's future direction.

In the meantime, ATESL members have probably noticed much more communication from TESL Canada this year as proof of our commitment to transparency. There were two electronic votes during the year, a national survey on membership and messages from the President. The Outreach Committee also got TESL Canada on social media this year to again increase communication. The PD Committee has also been active in getting PD sessions on line for a really cross country experience.

One of the biggest changes to the TESL Canada this year was our relationships with BC TEAL and TESL Ontario. Both provincial organizations have decided to discontinue joint memberships with TESL Canada. BC TEAL ceased being a member of the national organization in September and TESL Ontario will leave in November. Although the organizations will not be present at the Board, the two provinces will still have representation at TESL Canada, and TESL Canada will still offer membership to BC and Ontario directly through its website.

It's a time of change for the ELL community's national voice, but most of these changes are positive ones that help make TESL Canada a clear and relevant voice for English language teaching and learning nationally.

This will be my last report as my term has ended, and I would like to thank the ATESL Boards and presidents (Sheri Rhodes, Dorte Weber and Maureen Stewart) that I've had the pleasure of working with the past three years and give my best wishes for the future.

Respectfully submitted by Celia Logan, TESL Canada Representative

### **2015 Rural Routes Annual Report**

ATESL signed a one-year Memorandum of Agreement with Rural Routes ( till June 30 2016) to work cooperatively to strengthen the relationship between Rural Routes and ATESL, and also to provide more support to ESL teachers and practitioners working with ESL Learners in rural Alberta.

The Rural Routes Stakeholders Engagement Committee meets twice annually. The first meeting for 2015 was held in June 2015. Ongoing ESL trends and needs in rural Alberta were discussed at this meeting. Along with this different stakeholders talked about the support that was being provided by them. The committee was informed about the local PD sessions provided by ATESL. Information was also given about the resources available on the ATESL website.

The second meeting was held in September 2015. The 2014-2015 project achievements and an overview of the 2015-2016 project focus were shared at this meeting. Each stakeholder shared the changes in or current trends in the context of ESL programming and services in their region/network and how their network monitored and responded to these changes/trends. Discussion was also held on the future needs of ESL programs and providers in rural areas and collaboration opportunities among stakeholders.

Respectfully submitted by Nadia Khan, Rural Routes Representative

### **Strategic Planning Committee Report**

Over the past year, the ad hoc Strategic Planning committee has met regularly to identify and examine issues, opportunities, and challenges facing ATESL now and into the future. The goal of our effort is to build on what ATESL has done well in the past, refine current practices to better serve the membership, and to envision and define a strong future. Following from a series of productive meetings and discussions among committee and board members, an earnest outline for the strategic plan has begun to take shape.

To further build on the plan, the Strategic Planning committee invited past ATESL presidents to participate in a facilitated strategic planning session. On June 13<sup>th</sup>, together with the ATESL board, Liz Karra (1988-1999), Marian Rossiter (2007-2008), and Sheri Rhodes (2012-2013) spent the afternoon engaged in a focused examination of crucial issues, opportunities, and challenges that impact English language teaching and learning in Alberta and what ATESL can do to support and promote the "highest standards of teaching and provision of English language programs for learners" (ATESL Mission

Statement). The meeting was very productive and the time, effort, and expertise of Liz, Marian, Sheri, and the ATESL Board are greatly appreciated.

Following from the June session, Irene Wood compiled the discussion notes and an online survey was developed to follow-up with participants. An invitation to complete the survey was sent out to all past presidents and the current board for the purpose of eliciting additional feedback. The survey was open from July 3<sup>rd</sup> to July 31<sup>st</sup>. The Strategic Planning committee has met twice since the summer to review the results of the survey, to consider our next steps for developing the strategic plan, and to determine the most appropriate approach for involving ATESL members in the process.

Again, the Strategic Planning committee wishes to thank all past presidents who have contributed to the committee's work as well as the on-going support of the ATESL Board and Irene Wood.

The Strategic Planning committee is:

Dorte Weber, Maureen Stewart, Wendy Chambers, Yuji Abe, Cindy Messaros, Silvia Rossi, Evelyn Neame, Sabine Ricioppo, and Celia Logan

Respectfully submitted by Wendy Chambers, President Elect

### **Motions before the membership**

**9. Membership fee increase - 7.5%– effective January 1, 2016.**

Three members leave – 81 members in attendance

**Motion to approve a 7.5% membership fee increase effective January 1, 2016.**

**Move – Maureen Stewart**

**2<sup>nd</sup> : Dorte Weber**

**Vote:**

**In favour: 79**

**Opposed: 2**

**Abstentions: none**

**Carried**

**10. Conference Registration Fees – Marilyn Abbott**

Would like ATESL to be more in line with the other TESOL organizations, which offer up to 60% off for students. The cost of the conferences can be very prohibitive.

**MOTION: Move that all full-time post-secondary ATESL student members who are not provided with employer financial support to attend the annual ATESL Conference receive a reduced full conference rate.**

**Marilyn Abbott**

**2<sup>nd</sup>: Lynn Sawyer**

**Friendly amendment – 50% of the full conference rate for the ATESL conference.**

**MOTION:** That all full-time post-secondary ATESL student members who are not provided with employer financial support to attend the ATESL Conference receive a reduced rate of 50% of the full conference fee.

**moved: Marilyn Abbott**

**2nd: Brock Wojtalewicz**

In favour: 54;

Opposed: 12;

Abstained: 18

**Motion as amended is carried**

**11. Appointment of Local Co-chairs**

**Calgary Local – Nadia Khan**

**Central Alberta – Nancy Bain**

**Southern AB – Shawna Vervloet**

**Edmonton – Janet Kwong**

**12. Appointment of TESL Canada Representative**

Sally Scholefield

**13. Election of Officers for 2014-2015**

**President-Elect**

No nominations from the floor.

The board will continue to try to find a new president-elect.

**14. Acknowledgements of Retiring Board Members**

Evelyn Neame

Celia Logan

Sharon Duplessis

Glen Cochrane

Dorte Weber

Thank you to Glen Cochrane and Chris Wharton –the conference Co-chairs

**15. Passing of the gavel - to Wendy Chambers – President 2015/2016**

**16. Adjournment –**

**Motion to adjourn: 6:24 PM Wendy Chambers**