

National Association of Language Advisers

Minutes of the Annual General Meeting held at

Holiday Inn, Stratford-upon-Avon, at 18.00 on Wednesday 11th July, 2007

Item 1 Apologies for Absence

There were no apologies

Item 2 Minutes of the 2006 AGM

The minutes were approved

Item 3 Matters arising

There were no matters arising

Item 4 Officers' reports

President Jeff Lee listed his activities in his written report. He had appreciated his three visits to the regional meetings and wished to visit each region once again during the coming year. He felt that face-to-face meetings were invaluable and praised the varied programmes that each regional group was able to offer its members. JL urged members to ensure that their subscriptions were up-to-date, particularly in view of the new arrangements for collecting fees. JL thanked Alison Gilvey and Adrian Finbow for their hard work in ensuring that the new system was in place. JL offered sincere thanks to Peter Hall for leading the association over the past three years. PH had shown patience and diplomacy in managing the rapidly changing association. PH thanked JL for his report and expressed his appreciation that JL was an active, helpful and committed president.

Chair Peter Hall presented a written report. His main pre-occupations during his last year as chair included the development of the virtual presence through the website, and re-structuring the work of the exec on behalf of its members. PH offered thanks to colleagues and friends with whom he had served on the exec over the last 11 years. He expressed his confidence that the association remained in good health under the stewardship of the new committee.

Hon Secretary JM reported that he had submitted the annual report to Aspect. He had responded, with PH, to proposals from the DfES to support the setting up of a professional association to represent all subject associations. It is to be called the Council for Subject Associations (CfSA). PH and JM had offered broad support for the council, as they felt that its agenda coincided with that of NALA.

Hon Treasurer AF presented the accounts. He had transferred £4,000 from the reserves to assist the day-to-day running of the association. AF reported that there were 200 members in Nala, but, to date, only 50 had responded to the new arrangements for collection of fees, particularly in respect of standing orders. If members did not arrange for their fees to be paid, then the association would find itself in a difficult position. AF thanked those who had made donations to his charity marathon fund. PH thanked AF for his report and his hard work.

Hon Membership Secretary Alison Gilvey stressed the importance of keeping accurate details of membership and subscription. She distributed a breakdown of movement of membership. Members were saddened to receive notification of the resignation of

Professor Eric Hawkins, who was unwell. AG welcomed new colleagues, especially those who had been able to join us at conference. PH thanked AG for her report and for her outstanding work over the year.

Hon Information Officer Chris Gill presented a written report. He told conference that David Mee would be taking over the role of Membership Services Officer, and thanked DM for the work he had already done to make the transition a smooth one. CG reminded conference that Update had been replaced by "Stop Press" and that the website contained a lot of links to commonly accessed websites. CG was pleased to report that the NALA Forum was growing and being used effectively, and that the executive was responding to suggestions and contributions. PH urged "lurkers" to become contributors, and thanked CG for his valuable work.

Hon Conference Secretary Kit Thorne thanked colleagues for their support to him in his role as conference secretary which he was now relinquishing.

Item 5 Revisions to Constitution and Standing Orders

Peter Hall asked conference to approve major changes in the structure of the committee, and a change of names of the posts. The changes meant a reduction in the size of the executive by two posts in order to rationalise the work of the executive. PH proposed that the posts of chair and secretary become two-year terms, with the elections overlapping in alternate years. He also proposed that the president's term should be defined as three years rather than "not exceeding five years". PH proposed also that the subscription be from September to August. Phil Dahl proposed acceptance of the changes to the constitution and the proposal was seconded by Jenny Carpenter. The motion was carried unanimously.

Item 6 Confirmation of post holders:

Confirmed in their posts were: David Mee (Communication Officer) to 2009; Jim McElwee (secretary) to 2008; Geoff Swinn (Membership Services Officer) to 2009, and Dick Boatman (Officer without portfolio) to 2009

Item 7 Elections to National Executive Committee

(i) Chair (2-year post: to 2009). Jo Peach proposed Nikki Perry for the post of Chair of the Association. Jim McElwee seconded the proposal which was carried unanimously. Nikki Perry was, therefore, elected to serve as Chair of NALA.

(ii) Professional Development Officer (3-yr post: to 2010) (to subsume the previous duties of the Conference Secretary). Trish Smith nominated Jo Peach and Kate Green seconded the nomination. The nomination was carried unanimously.

Item 8 Appointment of Auditors

AF recommended to members that NALA continue to use the service of Bury's internal auditors. His proposal was seconded by Phil Dahl and carried unanimously.

Item 9 Any Other Business

PH showed conference the report of the first AGM held 39 years ago. The President was then Eric Hawkins. This reminded conference that NALA will be forty next year.

There was no further business, therefore the meeting closed at 16.50.

Next AGM: 9th July 2008 (provisional)

J. McElwee