

Annual General Meeting of the National Association of Language Advisers

Saturday, 29th June 2019, 8.30 – 9am
Crowne Plaza, Stratford-upon-Avon

FINAL Minutes

1. Apologies for absence: Rona Heald
Present: Jenny Carpenter (JC), Alice Harrison (AH), Marie O'Sullivan (MOS), Linda Owen (LO), Bev Whiteside (BW), Alison Taylor (AT), Mike Rauh (MR), David Moss (DM), Lorna Harvey, Nikki Perry, Kit Thorne, Jim McElwee, Martin Ash
2. Minutes of the 2018 AGM
Approved by BW and seconded by MR
3. Matters arising
No matters arising
4. Officers' reports (on separate documents)

- President
- Chair
- Secretary
- Treasurer
- Communications Officer

AH expressed great appreciation of Jane Harvey's work in enabling ALL to work more closely with NALA.

AH is trying to develop ways of collaborating with Association of Education Advisers. The new system of accounts is starting in September – this will align the subscription year and the membership year.

There is an ongoing need to recruit more members.

JC thanked LO for her work as secretary.

Actions:

- AH will resend the letter to MPs that she has sent previously.

5. Changes to the Constitution and Standing Orders (to be approved)

- Discussion around the new category of Retired Member last year led to the acknowledgement that some members have not retired but do not have paid work. As a result, the executive committee proposed a new category of concessionary membership, which would also encompass the retired member category. This would involve changing the wording of the constitution to: "reduction as a concessionary rate on application and at the discretion of the executive committee." This change was approved by the meeting.
- changes to fees: flat rate; retirement rate
See above
- fixed term honorary membership

The president will contact honorary members annually to update them and ascertain whether they wish to maintain their honorary membership

Actions:

- LO will amend the constitution in accordance with the decision made at the AGM

6. Elections to National Executive Committee

- Chair
- Secretary

One nomination had been received for each post.
Chair: AH nominated by MOS and seconded by LO
Secretary: MR nominated by BW and seconded by AT
Both were carried unanimously.

Actions:

- LO was invited to become a co-opted member of the executive committee and accepted

7. NALA Development and Action Plan

AH drew the attention of the meeting to work around grammar which is being undertaken by some of the executive committee.

Actions:

- BW will update the financial element of the development plan

8. Legacies

AT recommended promoting the idea of members leaving legacies to NALA. The meeting agreed that something could be worded for the website

Actions:

- MOS will think about wording for the website: 'How to...' leave a legacy to NALA.

9. Building membership

Emma Marsden has agreed to promote NALA among the members of NCELP. Those present agreed that personal contacts are invaluable, and that members should continue to recommend joining NALA, where appropriate, to colleagues and contacts they may have.

Actions:

- AH to contact NCELP with some wording to be sent to their members, inviting them to join NALA.

10. Any Other Business

No other business.

Meeting closed at 9.12am

Papers:

Draft minutes of 2018 AGM

(item 2)

Officers' reports

(item 4)

NALA Development and Action Plan

(item 7)