



National Association of Language Advisers

NALA Annual General Meeting

Friday 8th July 2022, 5.30-6.00
 Crowne Plaza Hotel, Stratford upon Avon

FINAL Minutes

	Agenda Item		Action
1	Welcome and apologies	<p>AH (Chair) welcomed everyone and opened the meeting.</p> <p>Present: Alice Harrison (AH), Bev Whiteside (BW), Alison Taylor (AT), Mike Rauh (MR), Jenny Carpenter (JC), Marie O'Sullivan (MOS), Linda Owen (LO), Jane Harvey, David Moss (DM), Alan Dobson, Bridget Smith.</p> <p>Apologies had been received from: Rona Heald (RH), Martin Ash, Kit Thorne, Lorna Harvey (LH), Jim McElwee (JM)</p>	
2	Minutes from AGM, Saturday 7 th July 2021, Zoom	<p>AH thanked MOS for chairing the AGM. Accepted as an accurate record of proceedings. Proposed: MOS Seconded: BW</p>	
3	Matters arising	None	
4	Officers' Reports Appendix 1	<p>Written reports were presented to the meeting.</p> <p>In addition: BW: The accounts showed there had been a fraudulent activity. This had been investigated and monies refunded.</p> <p>DM gave a vote of thanks to the Executive for keeping activities going during the difficult months of Lockdown.</p>	
5	Certified Accounts	These were included in the AGM papers.	
6	Appointment of an accountant to certify the accounts	(Not necessary)	
7	Changes to the Constitution	<p><u>Proposal to end the election of Regional Convenors to serve on the Executive Committee</u> <u>Proposed: David Moss</u> <u>Seconded: Rona Heald</u></p> <p><u>Proposal to establish National Language Convenors</u> <u>Proposed: David Moss</u> <u>Seconded: Rona Heald</u></p> <p>DM explained the background to this and gave examples of National Languages Convenor rôles. JC suggested we could also have co-convenors. This is a possible way of attracting new members. Other strategies were discussed including reducing the membership fee which could be restrictive to some. The name could also be altered to make it more attractive and accessible to new members (eg using the word <i>Advocates</i> instead of <i>Advisers</i>).</p>	<p>Ways of attracting new members, including a revision/reduction of membership fees and a change to the</p>

		<p>Both proposals passed unanimously.</p>	<p>name of the constitution to be discussed at next Executive Meeting, September 2022</p> <p>Constitution to be amended (MR)</p>
8	Elections to National Executive Committee	<ol style="list-style-type: none"> 1. Alice Harrison (AH) withdrew her resignation as Chair and would continue in office to 2023 with support from Executive members 2. Treasurer- Bev Whiteside (BW) Proposed by MOS, Seconded by MR Unanimously re-elected to continue to serve 2022-24 3. Communications Officer- Marie O'Sullivan (MOS) Proposed by MR, Seconded by AH Unanimously re-elected to continue to serve 2022-24 <p>DM: The Executive has maintained the stability of the Association (during the Pandemic) by continuing in their rôles.</p> <p>Linda Owen (LO) officially stood down as co-opted member of the Executive.</p>	
9	AOB	<p>Alan Dobson commented on the high quality of the AGM Papers - "far better than other bodies (he knew)".</p> <p>BW gave a vote of thanks to the Conference Team</p> <p>And JC wished to include BW in this as for liaising with the venue.</p>	
		Meeting closed 6.07pm.	

Appendix 1: Executive Annual Reports 2022

President's Report

NALA AGM 2022

- Attended NALA Exec meetings
- Supported the Secretary in the preparation of minutes of meetings
- Together with other languages subject associations, met with the DfE to discuss proposed GCSE reforms
- Worked with other subject associations and exam boards to give a written response to the DfE's consultation about GCSE reform
- Maintained contact with national organisations for languages such as the British Council, APPG, etc.

Jenny Carpenter

23 May 2022

Chair

Since the 2021 AGM:

- I have chaired some executive meetings but not others due to ill health.
- I have promoted the grammar resources.

I would like to say a big thank you to the executive team for covering my absence.

Alice Harrison

June 2022

Secretary

Since the 2021 AGM I have:

- liaised with Jurys Inn, Sheffield for a possible overnight Executive meeting in January 2022. This in fact did not take place.
- organised and convened three executive meetings and one AGM;
- been in touch with regional convenors and elected officers, collecting and collating their reports for each executive meeting and the AGM as appropriate;

- taken, written up and re-drafted minutes, and forwarded them to the Communications Officer for uploading to the NALA website and to the rest of the executive committee and regional convenors;
- liaised with the President and the Chair over various issues concerning NALA;
- liaised with Executive members on proposals for changes to the Constitution
- assisted the Conference Organiser and David Moss regarding Conference 2022
- processed new membership applications, requested references and liaised with other executive members regarding these;
- worked with David Moss, Jim McElwee and Marie O'Sullivan on the Grammar project, revising and editing where appropriate.

Mike Rauh, Secretary, May 2022



Treasurer's report 2nd June 2022

How things stand at the bank

Current account

Balance as of 2nd June	£7053.33
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Conference account

Current balance	£4988.03
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Deposit account

Current balance	£7797.60
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- Conference deposit already paid in 2021 and carried forward to 2022 due to Covid 19. Dates booked 8th / 9th July 2022.
- Deposit of £2240 carried forward, balance of £2220 to be paid by 8th June 2022.
- Conference bookings 12 confirmed members attending plus 1 provisional.
- No fraudulent transactions.
- Certified Accounts received and circulated for scrutiny.
- Spend analysis for 20/21 to be completed by BW.

Bev Whiteside
NALA Treasurer

2nd June 2022

Communications Officer Report

Thank you again for trusting me with the role of communicating NALA business to members for the past two years.

The website continues to be updated with information as it drops into my inbox; thank you to all members for continuing to provide information for sharing on the website. Please continue to share any updates for inclusion where appropriate.

The updated Grammar Project documents were added to the website and re-shared towards the early part of 2022.

I was delighted to have been able to attend one day of Language World on behalf of NALA this year, as the guest of Sanako.

Marie O'Sullivan
Communications Officer
01/06/22