

NALA Executive Meeting

Saturday 20th May 2023, 10.30-12.00

Microsoft Teams

FINAL Minutes

1	Welcome and apologies	<p>AH welcomed everyone and opened the meeting.</p> <p>Present: Alice Harrison (AH), Mike Rauh (MR), Jenny Carpenter (JC), Marie O’Sullivan (MOS), Alison Taylor (AT), David Moss (DM)</p> <p>Apologies had been received from Martin Ash, Bev Whiteside (BW)</p>	
2	<p>Minutes from 15th January 2023</p> <p>Minutes from 25th March 2023</p>	<p>No matters arising.</p> <p>Proposed: MOS Seconded: JC.</p> <p>No matters arising</p> <p>Proposed: JC Seconded: AH</p>	MR to send Final Minutes to MOS for website
3	Officers’ Reports	These are attached.	
4	Conference 2023	<p>AT gave an update on where the Conference Team were at present and sought advice from Executive.</p> <p>Various hindrances outside the Team’s control. Time getting short to make further progress.</p> <p>Agreed outcomes</p> <ul style="list-style-type: none"> • to concentrate on a (biennial) conference in Summer 2024, reconsidering venue • to seek ways of making a presence at other conferences (ISMLA, ALL) by hosting a stand and/or by "sponsoring" a speaker. • to stage an online Autumn event (launch of new survey) • to focus on launching new website after Christmas • to launch new (inequality) survey in Summer Term 	
5	Discussion Items	<p><u>Webinar options</u></p> <p>JC led discussion of options tabled (Microsoft v Google- what precisely do we need from a package We also need to reconsider Zoom</p>	<p>MOS to write to members asking of their experiences (Microsoft/ Google) JC to look at Zoom costings</p>

		<p><u>Languages Gateway</u></p> <p>JC reported that this was supposed to be launching in June; NALA needs to think what it can contribute to the content aspect of the Gateway.</p> <p><u>Succession</u></p> <p>Secretary: MR prepared to stand again for a further 2 year tenure (2023-2025) Proposer: AH Secunder: MOS</p> <p>Chair: AH has to stand down. Some discussion about who from Executive might take over, including a possible switch round of current rôles.</p> <p><u>“The disadvantaged and the Language Curriculum” survey</u></p> <p>AH to write an introduction. MOS to put this on the website before the end of the Summer.</p> <p><u>Website</u></p> <p>MOS led a discussion on proposed models- we need to use more graphics to make it less word-heavy and more appealing but the very nature of our work means that this is difficult to convey graphically. Discussion about</p> <ul style="list-style-type: none"> • simplifying access to content, what content on the current website can be erased (publicity from the cultural agencies) and what needs to be archived (NALA produced papers, minutes, etc); • Executive to have NALA hosted e-mail addresses; • what content should be available for members only; • one person only to administrate; • access to analytics; • NALA subscriptions payable via website. <p>Further discussion on change of name of NALA- “Advocates” seems to address a different audience to “Advisers”. We need rather to be clear what an adviser is and does. Outcome: to remain as “Advisers”.</p> <p><u>AGM</u></p>	<p>MOS to reissue an invitation for nominations for Chair (and also Secretary)</p> <p>AH to finalise work prior to launch of survey including an introduction MOS to post survey on website</p> <p>JC to contact Toby Leeming regarding website designs, costings, general advice</p>
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		<p>This is quite a straightforward affair- scheduled for Saturday 1st July. The calling notice needs to be sent out to members by Saturday 3rd June.</p>	<p>MR to send 2022 AGM agenda to AH to inform 2023 agenda</p>
6	AOB	JC gave an update about the NCLE webinar.	
7	Date/s of future meetings	<p>AGM: Saturday 1st July 2023 Executive: Saturday 16th September 2023 (tbc)</p>	
		Meeting closed 12.10.	

Appendix 1

Executive Reports May 2023

President's report

Since our last meeting I have

- attended a meeting of the Editorial Board for the new Languages Gateway website. There is another meeting coming up shortly
- responded to a request from *The Guardian* to provide a comment regarding successful bid of the NCLE. (In the event, my comment was not used.)

Jenny Carpenter

17 March 2023

Chair's report

Since our last meeting I have developed a draft 2 version of the survey for discussion at meeting and have developed some propositions for how to promote the survey.

Alice Harrison

8.5.23

Secretary's report

Since our last full Executive meeting in January 2023, I have:

- liaised with AH: Agenda for Executive meeting
- distributed meeting papers
- produced draft minutes of Executive meeting 14th January 2023
- produced draft minutes of an Executive meeting 25th March 2023
- liaised with MOS- final minutes of Executive meeting 14th January 2023 to website;
- "met" with Conference Team

Mike Rauh

Secretary

7.5.23

Treasurer's report



Treasurer's report 7th May 2023

How things stand at the bank

Current account

Balance as of 7th January	£8283.08 (Previously £8811.92)
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Conference account

Current balance	£3449.99
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Deposit account

Current balance	£7836.78 (Previously £7813.14)
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- 27 members paid plus donations received from members. Total income for membership year 2022/2023 - £1995
 - No fraudulent transactions.
 - Membership year 2021-2022 accounts have been certified and returned.

Bev Whiteside
NALA Treasurer

7th May 2023

Communications Officer Report – May 2023

The following activities have been undertaken since the last report was submitted:

- Continued to update Stop Press with links and information
- Liaised with the Treasurer regarding subscriptions and access to the website, and with members retiring from NALA.
- Prepared discussion document for potential update to website.

Marie O'Sullivan

Communications Officer

11/05/23