

NALA Executive Meeting

Wednesday 14th January 2026, 6.00- 7.00pm

Zoom

Draft Minutes v2.0

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| | | BW suggested starting with item on Conference to allow other Exec members time to join in the meeting. | |
| 5 | Conference 2026 | <p>AT gave an update on numbers 18 paid attenders, 6 speakers. The threshold is 30 and we pay for 30 delegates whatever.</p> <p>DM presented the most up to date version of the programme. Discussion about reason for moving the date from Summer to Spring; we may need to re-consider the venue for next time. Questions about who was staying overnight and where, and also arrangements for a meal on the evening before.</p> <p>Disclaimer needs to be added to the programme</p> | <p>MR to organise evening meal</p> <p>Banners are with BW and YK</p> <p>DM to add disclaimer</p> |
| 1 | Welcome and apologies | <p>BW welcomed everyone and opened the meeting.</p> <p>Present: Bev Whiteside BW, David Moss DM, Alison Taylor AT, Mike Rauh MR, Mark Oliver MO, Lisa Panford LP, Jenni Bindon JB, Alice Harrison AH, Yvonne Kennedy YK</p> <p>Apologies Marie O’Sullivan (MOS)</p> | |
| 2 | Minutes from 13 th September 2025 | <p>Proposed: JB</p> <p>Seconded: MO</p> <p>with proviso that Jenni’s surname is corrected.</p> | MR to send Final Minutes to MO for website |
| 3 | Matters arising | Mark is now authorised and is the signatory for the website and associated dealings, having taken over from Marie (MOS) | |
| 4 | Officers’ Reports | These are attached (Appendix 1). | YK to send President’s report for inclusion |
| 6 | Membership application | This was a useful exercise in reviewing GDPR requirements. | <p>MR to write to candidate with successful outcome</p> <p>AH to be included but MO to wait until subscription paid,</p> |

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| | New welcome page for website | <p>MO presented the research he had done for a new welcome page. This was to reflect not just the perceived important languages covered in education at various levels and to various qualifications, but all languages spoken in the UK according to the 2021 Census. Much more inclusive.</p> <p>Discussion followed- all languages to have equal font-size and not to be differentiated by colour. Possibility of animation? Perhaps in due course. Important that NALA is seen to value all languages equally.</p> <p>JB has relative who would be able to further enhance presentation work on this, if required (approved).</p> | <p>MO to work on incorporating suggestions and to send to JB</p> |
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| 7 | Date of next Meetings | <p>Executive: tba, after Conference but before April meeting. Agenda to include GDPR compliance</p> | <p>MR to circulate possible dates for follow-up</p> |
| | | <p>Thanks from DM to LP and JB for their invaluable input with conference planning.</p> | |
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| | | <p>Meeting closed at.6.57pm</p> | |

Executive Reports

President's Report September 2025

Chair's Report September 2025

Happy New Year!

Since our last Exec meeting, I have

- Liaised with Comms Officer MO regarding a range of activity for the website.
- Co-chaired the NALA Lounge #4 and supported YK with the notes to add to the website.
- Liaised with YK regarding GDPR, revised application process and other business.
- Liaised with Secretary MR re minutes and agendas etc.
- Have been invited to remain on the Oak National Expert Group by AH.
- Liaised with conference team

Secretary

Since the last Exec Meeting in September, I have:

- taken, written up and re-drafted minutes, and forwarded these to the Communications Officer for uploading to the NALA website and to the rest of the executive committee;
- liaised with the President and the Chair over various issues concerning NALA,
- assisted and "met" with the Conference Organiser and Team, regarding Conference 2026
- communicated with 3rd parties re Conference 2026

Mike Rauh,

Secretary

January 2026

Treasurer

How things stand at the bank

Current account

Current balance **£9,277.51**

Conference account

Current balance **£2,503.80**

Deposit account

Current balance **£8,112.44**

The amount in the Conference account reflects that 50% of the cost of the Nottingham venue (£850) has already been paid.

There are currently 11 Conference applications.

Full accounts are being submitted to the Accountants by mid January.

Alison Taylor, NALA Treasurer, 8th January, 2026

Communications Officer Report – September 2025

The new Communications Officer is beginning to settle into the role and has:

- Updated the website with new posts and new documents.
- Sent out emails to members to keep them updated on what NALA is doing and developments in languages
- Contributed to an email discussion on a draft GDPR policy.
- Researched options for NALA branded emails.
- Investigated the possibility for a private area on the website for Executive members
- Explored alternatives for a new Home Page image that better represents NALA as an organisation.

Mark Oliver

Communications Officer