

KOTESOL National Council meeting
Leadership Retreat, 2000
December 2, 2000, 9:10 AM – 12:30 noon
Taegu, Apsan Hotel

ATTENDANCE:

Voting members: Andrew Finch, Hyun Tae Duk, Mike Duffy, Han Sang Ho, Kim Won Myung, Kim Eun Jeong, Asif Siddiqui, Paul Mead, Brian Heldenbrand, Park Hee Bon, Craig Bartlett, John Phillips, Christine Kienlen, Kirsten Reitan, Dr. Kim (as Taegu rep.), Robert Dickey, Erik Newson

Guests: Adam Lee, Tammy Park, Joseph Nicholas, Rachel Phillips, John Baker, Daniel Gabon, Trevor Gulliver, Kang Myung Jai, Brian Fingler, Paul Hwang, Peter Nelson

ELECTION RESULTS:

On December 2, 2000, all KOTESOL members in good standing, who attended the leadership retreat voted in elections to fill the vacant post of 1st Vice President and the anticipated vacant slot of 2nd Vice President.

Results: Michael Duffy announced that Hyun Tae Duk had been elected 1st VP and that Jen Lalonde had been elected 2nd VP. Michael Duffy also formally accepted the appointment as Elections and Search Committee Chair.

OPENING

KOTESOL President, Andy Finch opened the meeting at 9:10. Clarification of who was eligible to vote was offered.

OLD BUSINESS ---- Kirsten Reitan

She reviewed the important points of the minutes of the council meeting in May. The situation regarding Skybiz as a fund raiser was clarified. Since there was a conflict with web search engines, KOTESOL is trying to change the name on the Skybiz website, but our first choice was already taken. We need to approach them with a new name alternative. Until then, everything has been put on hold in terms of fundraising.

Motion by Craig to accept the minutes of the last meeting. Robert seconded.

Result: Passed by acclamation.

Action: Will be posted on the website.

CHAPTER BUDGETS AND REPORTS

General comments were that the budgets need to reflect the ACTUAL rather than projected membership numbers. Robert Dickey pointed out that chapter budgets cannot be modified by the national council, but that chapters will only receive actual monies due to them. Andy Finch raised the question of why we should then ask them to do budgets at all. Two reasons came up: to encourage transparent accounting AND for chapters to share ideas with each other. Peter Nelson suggested we table the whole matter of chapter budgets until the new accounting system is set into place.

Seoul report by Asif: The numbers for the chapter meetings are down and they are still experiencing problems with their meeting site, which it is hoped will be resolved soon. (Maybe Sookmyung will be their meeting site.) The chapter has money set aside for various things, and has enough money to manage for now. They will host a regional conference in March.

Suwon/Kyonggido report: No representative was present, but Kirsten Reitan reported that Lee Mijae has stepped down as president and that Vernon Mooers was serving as interim president.

Taejon report by Kim Eun Jeong: Taejon has enough members before the conference, but is now down to 30 members. They have lost several officers due to moving around, and so she agreed to stay on as President even though she has moved to Seoul. But communication is more difficult and they only had 9 people at the November meeting. They will continue to have 8 meetings per year, including the drama festival, but will not have a regional conference.

Chongju report by Erik Newson: Chongju will be getting a membership coordinator and will try to expand to 4 meetings per semester. They have based their budget on 16 people.

Taegu report by Craig Bartlett and Dr. Kim: Taegu will have 10 meetings per year including 2 dinners and one swap shop. Their meetings have an average attendance of 30 to 50 people, and they have a good strong relationship with the language center at KNU.

Cholla report by Brian Heldenbrand: Cholla will have 7 meetings this year and a regional conference and a drama festival. They have a consistent, regular attendance between their two meeting sites, with 50% in Kwangju and 50% in Chonju. At their Drama Festival in October they had 10 teams from as far away as Taegu and Incheon, and the high school teams were absolutely terrific. So in June, Cholla will have a CHOLLA-ONLY regional drama festival for middle and high school students. Elections were held and the results were that all officers retained their positions and they added the membership coordinator position of Jeong Chul-song. Cholla mentioned they had about 44 at their last meeting with an average of 30 – 35. They did a membership survey and asked their members what was important.

Requested action: Cholla might send the results of this survey to other chapters.

Pusan report by Paul Mead: He is serving as the president for Pusan, and his first objective is clear job descriptions for each officer. They want to focus on getting members and on setting long term objectives. They will not have a regional conference this year.

COMMITTEE REPORTS

Publication report by Robert Dickey: KOTESOL will be moving to a new printing shop, probably in Taegu, so money may become an issue. We were shown two TECs,

an old one without glossy paper and a recent one with glossy paper for consideration. Our current Taejon printer does not charge much for using glossy paper, but this may be different at a new printer. There were no donated printings this year, as hoped, so the publications committee will have to submit a supplemental budget for printing the journal. Prices now set on individual issues of all publications, the journal size will be smaller, and we will publish the PAC journal in 2001 (we hope for a grant from ETS for this printing**). Two issues regarding publications were raised at this time: should we put TEC on the web, and if so, when?

(**Secretary's note added in early February: Funding for the PAC Journal will have to come from other sources, as we did not receive the ETS grant.)

Motion: All KOTESOL publications should be put on the web in FULL 6 months after being distributed in hard copy. Moved by Robert Dickey and seconded by Kirsten Reitan.

Discussion: Would it save money to put it up right away, or does that affect membership benefits? Maybe we could show the publications to non-members as a way to raise their awareness of what benefits membership has. Someone asked if putting on the web would involve much money, and Robert said no, just a few adjustments to the format. It was suggested that putting the publications up on the web would help people find KOTESOL and encourage people to publish --- also give researchers greater access to our publications. It would be a benefit to us in getting KRF monies. Also make us stand out as no other Korean organization currently puts their publications up on the web.

Result: passed by 14 with one abstention

Action: All KOTESOL publications will be put on the web 6 months after hard copy publication.

Motion: KOTESOL can put up on the web selected short articles and summaries/abstracts of some articles and the table of contents for the TEC. Moved by Robert Dickey and seconded by John Phillips.

Discussion: How will we decide what goes up? Robert responded that it is common practice for organizations put up select contents of their newsletter/publications. Who will write the abstracts? Kirsten said she would get the feature article writers to write the abstract.

Result: passed by 14 with one abstention

Action: Selected articles, abstracts, and features in TEC will be put up on the website as soon as the hard copy of TEC is available.

KT report: No report was submitted.

Domestic Relations report: We have signed agreements with KOSETA and KAMALL. We hope to have signed agreements with KATE and KFLA soon. Once we have signed the contract, we can do such things as make trainers available to them, collaborate on textbooks, have exchanges of speakers and newsletters and other publications. We have a good relationship with the MOE now, and last weekend we

met with the MOE officials to expedite permission in the future for teachers to attend KOTESOL conferences; we are attempting to get this done one month earlier.

Membership report: The membership committee has several proposals to make that will be announced later in the meeting.

International Relations report: Jane Hoelker was not present to make the report. But it was shared that we have signed another international agreement with FEELTA and that KOTESOL has 20 vetted slots at PAC3. Currently, KOTESOL has international agreements with IATEFL, Canada TESL, ELICOS, ETA-ROC, Thailand TESOL, JALT and FEELTA. We are also an associate member of TESOL, Inc.

National Program Committee Report: Andy Finch spoke on behalf of Jen Lalonde. The National Program Committee hopes to have a meeting in the coming few months. We also hope to establish a SIG (SPECIAL INTEREST GROUP) home page.

Motion: SIG members should also become KOTESOL members. Made by Andy Finch on behalf of Jen Lalonde, seconded by Robert Dickey.

Discussion: Do we join KOTESOL first, and then a SIG? The wording was unclear.

Amendment to the motion: To join a SIG, you must first become a KOTESOL member. Moved by Robert, accepted by Andy for Jen, and seconded by Christine. *(Secretary's note: I believe that by Robert's rules of order the amendment did not need to be moved by Robert Dickey, or seconded by Christine, but rather accepted by Andy on Jen's behalf AND accepted by Robert as the seconder of the original motion.)*

Result: Passed by 14 with 1 abstention.

Action: To be a member of a SIG, you must join KOTESOL.

Conference Committee Report: Andy Finch mentioned that the whole report of the various committees had been posted on e-groups and sent out to the executive council. Currently, it looks like the conference made an 11 million won profit. The final treasurer's report is still in the mail, and the AM fees for the conference are not yet included in that figure.

Previous President's Report: Han Sang Ho reported that last year was a great success. We received funding from the Korea Research Foundation (KRF) for the first time, getting 3.5 million, and expect an additional 3.5 million. We also just received 960,000 won from Kyoungju Expo. Overall, KOTESOL received more funding this year.

NATIONAL EXECUTIVE BUDGET 2000

Each member of the council received a budget via e-mail in advance and copies were handed out at the meeting for people to review. A copy of the budget is available on e-groups.

Discussion: Some asked how chapter grants would be decided, and the answer was that the Finance Committee would decide. It was pointed out that KTT's budgeted amount might be too small to cover the travel costs of presenters, but that

Doug has suggested that if speakers get honoraria they put half of it in the KTT bank account. It was also pointed out that if KTT is running workshops or such, that the hosting institution would probably charge some fees that hopefully cover the travel and photocopying costs of KTT presenters. The budget includes a great deal of money for Tech Comm to buy three new computers, make upgrades on the server, buy new software, etc. Questions were asked about monies allocated during the 2000 fiscal year for buying 8 copies of Windows 95 to make KOTESOL computer's OS legally compliant. John said there were problems in finding that many copies of Windows 95. The minutes of March were reviewed to clarify the funding of the 8 copies and the funding for a copy of Windows NT. KOTESOL will also be purchasing a CD-RAM burner for archival purposes...as we need to move into the 21st century. It was pointed out that there was no budget for the publicity committee at the moment.

Motion: There should be a box on the membership form so that members can opt for an electronic version in lieu of hard copies of publications. Moved by Christine and seconded by John.

Discussion: How many would prefer hard copies? Some might prefer electronic, some would prefer hard copy. It was pointed out that TEC's file size is NOT sendable to many servers due to its size. It would also have to be made clear that if one selected to receive electronic copies, NO hard copies would be sent. There was discussion about how to distribute electronic copies --- like login and download. John Baker said electronic copies might help us save some money on printing costs. Robert pointed out that KOTESOL did not save any money on printings of less than 500 copies.

Result: Motion was defeated with 8 against, 4 in favor, and 2 abstaining.

Action: No such option will be offered on the membership form at this time.

Motion: It was moved that we accept the 2001 Executive Committee budget as submitted. Moved by Craig and seconded by John.

Discussion: Christine asked about the definition and budget of the membership committee. She was requested to submit a budget for her committee. The amounts reflected on the current executive committee budget are for the chairs, and do not reflect all possible expenses.

Result: The budget was passed with 16 in favor, no abstentions, and no one opposed.

ACTION: Andy Finch will submit a new, more complete budget to the executive council before January 1, 2001. It was also agreed that the treasurer would pay all 2000 debts, including the second installment of chapter dues before the end of 2000.

MEMBERSHIP PROPOSALS

Christine Kienlen the Membership Committee Chair proposed the following guidelines for membership.

1. All KOTESOL events, including chapter events, should be linked to membership. Forms at these events (chapter meetings, drama festivals, conferences, etc.) should

include all the data fields on the standard membership form and should include the option to join and pay for KOTESOL memberships.

2. KOTESOL needs uniformity. So all branches of KOTESOL should use the same membership form. *(In the past, some chapters created their own membership forms which had different data and contact information on them.)*
3. There should be a membership drive and membership tables at all events. And all chapters should identify a chapter membership coordinator to work with Christine.
4. The website should be advertised at all chapter and National meetings. And websites for chapters and the national website should reflect uniformity.

Discussion: It was asked how many times a person can attend a chapter meeting as a visitor. That some chapters charge visitors in order to encourage them to join as members and not just come for free. Perhaps some guidelines can be drawn up, though chapters are autonomous in how they decide to handle the issue of visitors, especially repeat visitors.

ASSOCIATE MEMBER CONCERNS

After Conference 2000 in Taegu, some AMs expressed their reluctance to participate in future national conferences outside of Seoul, as 80% of their book sales market is in Seoul. So they had suggested that KOTESOL hold the next few conferences in Seoul and develop a relationship with a university in Seoul, such as Ewha, Sookmyung, or Yonsei, where we could hold our conferences for several years in a row.

Motion: It was proposed that KOTESOL hold the next three national/international conferences in Seoul. It was proposed for Dusty by Andy and seconded by Christine.

Discussion: There was much discussion surrounding this topic. It was pointed out that it is more feasible financially for AMs when the conference is in Seoul and that KOTESOL has a better opportunity to build up its membership in Seoul. The question of “Who are we holding our conferences for --- AMs or our members or English teachers throughout Korea” was raised. Some wondered what the benefits of 3 consecutive conferences in Seoul would be, and if it would alienate those chapters/people living outside Seoul. It was pointed out that ALL ROADS lead to Seoul and that in the past, chapters outside the Seoul area also saw rises in membership when conferences were held in Seoul. It was pointed out that regional conferences could serve a role in serving teachers outside the Seoul area. Craig pointed out that KOTESOL does exist in part due to the AMs, that they are our life blood and that KOTESOL is a Seoul-centered organization. Concerns were raised that actually passing such a motion would tie the hands of the conference committee, and others said that KOTESOL, if it needed to, could survive without the support of AMs. Peter Nelson suggested that KOTESOL might consider making a 2-year commitment with an option to renew rather than a three-year commitment. Finally, it

was noted that next year's conference will indeed be held in Seoul, and chances are great the following year as well.

Result: The motion was defeated with 10 against, 6 in favor, and 1 abstention.

Motion: A committee should be appointed to look into and develop a relationship with a university in Seoul to hold the national conference. Moved by Andy on Dusty's behalf and seconded by Christine.

Discussion: Will they recommend to the Conference committee or will they advise them? Can't the conference committee do this? It was suggested that perhaps the president recommend to the conference committee that they look into developing such a relationship.

Result: The motion did not pass with 12 against, 1 in favor, and 3 abstentions.

Action/Recommendation: The president of KOTESOL will recommend to the conference committee that they seriously consider the two proposals.

CONFERENCE 2001 CONCERNS

Motion: The original motion set the conference pre-registration conference and on-site fees should be the same as last year. Moved by Hyun Tae Duk and seconded by John Phillips.

Amendment/clarification: After a reading of the minutes to clarify what last year's fee was, the motion was amended to set the pre-registration fee at 30,000 for members, 35,000 for non-members, and the on-site fee 40,000 for all. Moved by Hyun Tae Duk and seconded by John Phillips.

Amendment 2: Kirsten Reitan moved that we change the on-site fee to 35,000 members and 40,000 non-members. The amendment was accepted by Hyun Tae Duk and John Phillips.

Discussion: The question of a membership dues discount was raised, and whether it should be offered on-site. As this is a separate issue from the conference fee, it was not discussed further at this meeting.

Result: The motion passed with 14 in favor and 1 abstention.

Action: Conference fee for the 2001 KOTESOL National/International conference is set as follows:

Pre-registration:	30,000 won (member)	35,000 (non-member)
On-site fee:	35,000 won (member)	40,000 (non-member)

Motion: Conference presenters residing in Korea should be KOTESOL members. Moved by Hyun Tae Duk and seconded by Craig.

Discussion: The motion's wording seemed confusing and so Robert Dickey suggested an alternate wording.

Amendment: All domestic presenters at the KOTESOL national/international conference must be KOTESOL members at the time of presentation. Amended by Rob and accepted by Dr. Hyun and Craig as a friendly amendment.

Result: Motion passed with 13 in favor, 1 opposed, and 1 abstention.

Motion: International presenters, except for those coming from economically disadvantaged countries, should become KOTESOL members. Moved by Robert and seconded by John Phillips.

Discussion: International presenters from Japan and Taiwan usually have good funding from their universities and sometimes find it cheaper to attend the KOTESOL conference than their own national conferences. It would still be at the conference committee's discretion to waive the fees for someone coming from countries like Kazakhstan, Malaysia, etc.

Result: The motion passed with 6 in favor, 5 against, and 3 abstentions.

Action: All presenters, both domestic and international, must be members of KOTESOL at the time of presentation.

FINANCIAL ACCOUNTING CONCERNS

Since the meeting had already run over, Andy Finch just explained the ideas behind the establishment of a finance committee. He will appoint a finance committee comprised of 3 voting members and several non-voting members. The committee will include the 1st VP. He will ask the finance committee to look into how we can make KOTESOL more financially transparent and accountable. The committee is only a recommending committee, as the whole council must discuss and vote upon the recommendations of the committee. Their findings and recommendations will be discussed at the next council meeting.

Next council meeting is slated for the Seoul-Suwon regional conference on the third Saturday in March, 2001.

CLOSING

Motion: Andy Finch moved to adjourn the meeting at 12:30. Passed by acclamation.

These copious minutes are respectfully submitted for your review and revision.

Kirsten B. Reitan,
KOTESOL National Secretary