

KOTESOL Executive Council Meeting

Leader's Retreat

Sunday, December 14th, 2003, 1:35-7:40 p.m.

Haechon College, Taejon

Minutes

1. **President Dr. Myung-Jai Kang** called the meeting to order at 1:35pm. She thanked Dr. Woo Sangdo for his job at council.

She then introduced the new council members as follows:

a. Paul Mead	Second VP
b. David Shaffer	Treasurer
c. Jake Kimball	Nominations and Elections Chair
d. David Kim	Conference chair
e. Sharon Morrison	Conference Co-chair
f. Demetra Gates-Choi	International Affairs Committee Chair
g. Louisa Kim	Publicity chair
h. Luis Riestra	National Secretary

She also introduced chapter presidents.

2. **Secretary Luis Riestra** explained last Business council meeting of October 19th minutes were not ready for approval by council due to last minute corrections. He offered to send them by email for a vote later on.
3. **2nd vice president report was given by Paul Mead.** He suggested each chapter should have a VP to help the presidents. He explained many chapter presidents don't answer emails promptly. He also suggested creating a web subgroup of people to help with all web matters and he expressed concern about the management of all web related matters.

2nd VP also mentioned Jake Kimball has had success with the mini-conferences online for SIG discussion groups. He mentions David Kim has been having success with research articles submissions. President Kang asked about SIG cross-cultural issues discussion groups. Paul Mead answers to that project has slowed down but he wants it revived
4. **Secretary Luis Riestra** gave his report. He explained KOTESOL'S chollian.net email account has been receiving only junk mail after the new council took over. There were no other matters to report on.
5. **Treasurer David Shaffer** gave report on Post-Conference finances. He explained as follows:

- a. Two grants were approved by the British council. He mentioned that Robert Dickey (past-president) suggested returning any unused funds from these grants back to the British council.
- b. Pre-conference TEC was 4 pages longer, hence it costed more.
- c. He mentioned that Dr. Woo went to Australia and Dimitra Choi went to JALT in Japan, there were related expenses covered by KOTESOL.
- d. The profit generated by the conference was of about KRW4.0 million, which is similar to previous years conferences.
- e. To date there were OP (Organizational Partners) outstanding fees still to be collected, not reflected in the latest figures.

Louisa Kim moved that Treasurer's report be approved, David Kim seconded.

13 For
0 Abstentions
0 Against,

The motion was passed unanimously.

6. **Elections and Nominations Chair Jake Kimball** gave his report and explained as follows:

- a. He asked for suggestions on how to make the election process more transparent as last elections raised concerns.
- b. He brought up the idea of visiting chapters, and asking for volunteers to help him during elections.
- c. He said there were security concerns raised during last elections and some system must be put in place to make the election process safer.
- d. He asked for feedback from council into the issue of defining job descriptions to encourage people to join positions.

At this point Peter Nelson suggested that election issues be discussed in public and Dr. Woo disagreed saying that KOTESOL members would be even more suspicious of the election process if this were to be discussed openly in public. At this point a non-council member asked if it was possible to have breakdown of votes and Dr. Woo answered negatively. David Shaffer suggested secretary get votes from past Elections and Nominations Chair Joseph Nicholas and makes them public.

7. **Committee Chair David Kim** gave his report as follows:

- a. Has investigated COEX as venue for future conferences. Out of question as it is too expensive.
- b. Sookmyong University, Seoul Education and Cultural Center and Kukmin University are being considered as future venues.
- c. Committee has been working on a budget and conference theme. The suggested theme is "Expanding Horizons; Techniques and Technology in ELT"

David Kim makes motion that the 2004 KOTESOL International conference theme be accepted as “Expanding Horizons; Techniques and Technology in ELT”. David Shaffer seconds the motion:

13 For
0 Abstentions
0 Against,

The motion was passed unanimously.

Dr. Woo suggested Hotel Daedok as venue for next conferences in Taejon. Several attendees suggested having National conferences in cities other than Seoul, Dr. Woo insisted that the next one be held in Seoul however, due to Ops being based in Seoul mostly and accounting for 70% of KOTESOL’S income at conferences.

8. **Demetra Gates-Choi International Affairs Committee Chair** gave her report explaining there was nothing to report on except for info on PAC.

9. **Louisa Kim, Publicity Chair**, gave her report and explained as follows:

- a. She wants to visit chapters.
- b. Encouraged chapters to hold open house days, events and such to promote KOTESOL and use the allocated funds. Suggested a Christmas party.
- c. Suggested that chapters make their own banners, but that she takes care of general banner design for consistency across chapters.
- d. Suggested to make corporate gifts such as pens and paper pads for chapters to hand out as promotional and/or complimentary items.
- e. Council discusses suggestions and concludes that Louisa be in charge of coming up with 2 such items.

10. **Chapters representatives** reported as follows:

- A. **Busan-Gyeongnam:** chapter is planning to have a mini-conference possibly at a teacher-training center. They plan to hand out a certificate or attendance to Korean teachers as when they accumulate certain number of hours at such events they receive award points in their career. Also certificates will be given to presenters.
- B. April conflicts with Jolla’s chapter conference.
- C. They are preparing their own mini-constitution to help future chapter leaders.

Peter Nelson raises concern about KOTESOL accepting illegal foreigners in Korea as members. Council member responds the KOTESOL constitution states “Membership shall be open to professionals in the field of language teaching and research who support the goals of KOTESOL”, and this statement excludes illegal foreigners in Korea by definition.

- D. **Daegu-Gyeongbuk:** Jake Kimball explains person in charge of report had left with it.
- E. According to database, there are 45 regular members. Meeting attendance declining.
- F. Chapter is trying to find a treasurer, trying to improve chapter webpage and seeking advice from previous members.
- G. **Jolla:** chapter rounded up year well. The separation of this chapter is due to “potential energy” and leadership on both sides to hold two separate North and South Jolla chapters.
- H. Phil Owen words the separation as “Break Free and Cooperate”; Paul Mead words it as “Reformation”.
- I. **Seoul:** There are 8 new executive members. Now 14 total.
- J. Membership is gradually growing; there are sign ups on every meeting. Some members are not paying their dues. There are a reported 400 members, but just about 100 are believed to be “legal” within KOTESOL.
- K. Chapter is approaching KAIST and other such places for speakers.
- L. Chapter considering creating a new “Historian” position to record chapter events and activity.

Dr. Woo says “KOTESOL National Conference” is a better name for regional conferences to make them more likely to get funding and to distinguish them as “Summer National” or “Winter National” conference and so on. Council discusses. David Shaffer explains that Korean teachers/professor can get more points at National Conferences.

11. **Conference chair David Kim** reported on his budget as follows:

- a. He proposes a budget for the 2004 KOTESOL International conference for vote.
- b. Suggests 3 options of different budget plans. Differences are based mostly on attendance fee.

- c. Peter Nelson suggested a lower attendance fee for elementary, middle and high school teachers, as they don't get off work until Saturday at 1pm.
- d. Dr. Woo suggested not changing fees too much from year to year.
- e. Option 2 was amended to reflect a fee of W15,000 for members and W25,000 for non-members. Option 2 is voted on as follows:

10 For
 1 Against
 2 Abstentions,

Option 2 is accepted as amended.

- f. David Kim suggested that academic presenters not charged for equipment rental.
- g. David Shaffer moves that differences between AM and donators dues go to conference account for conference use. Dr. Woo seconded the motion;

10 For
 0 Against
 1 Abstentions

The motion is passed unanimously.

- h. David Kim mentions that option 2 on the 2004 conference budget requires a further advance to W30 million total on line 150. David Shaffer moves that "The International conference budget be approved as presented with changes". Sharron Morrison seconds the motion

11 For
 0 Against
 0 Abstentions

The motion is passed unanimously.

12. Treasurer David Shaffer reports on National Budget as follow:

- a. He presents the budget and makes several changes on the printed version.
- b. Conference chair and co-chair request W1.5 million be allocated to a rollover account to cover site deposits and related expenses.
- c. David Shaffer moves that national Budget be approved as adjusted. Phil Owen seconds the motion

9 For
 0 Against
 0 Abstentions

The motion is passed unanimously.

13. Jeolla Chapter President Phil Owen makes a motion that "Korea TESOL recognize the Jeolla chapter to be reformed into 2 chapters to serve the Jeolla

area effective January 1st 2004. That the two Jeolla chapters be known for the purpose of this motion as North Jolla and South Gwangju-South Jolla. The treasury of the current Jeolla chapter is to be divided as follows: Income from the two lifetime memberships be allotted to Gwangju-South Jeolla; the remainder of the Jeolla Chapter treasury as of December 31st be divided evenly between North Jeolla and Gwangju-South Jolla”. Suh Oo-Sheek seconds the motion

7	For
0	Against
1	Abstention

The motion is passed.

14. Other Businesses were discussed as follows:

- a. David Shaffer suggested that we find people to fill in vacant positions by April 2004.
- b. President Kang will consider going to Thai TESOL on late January 2004.
- c. Louisa Kim said she would take care of TEC for now, on the condition that she not do the layout and that a person is found soon to take care of editing the TEC.
- d. Ideas no how to use our KOTESOL money are welcome.
- e. Dr. Woo suggests “Nurimedia” to produce our journals and get royalties as payment.

David Shaffer moved to adjourn the meeting. Louisa Kim seconded. Meeting was adjourned at 7:40pm

Minutes prepared by KOTESOL National Secretary Luis Riestra.