

## BC TEAL Annual General Meeting

Friday, May 23, 2014 | 3:45pm – 4:30pm | Conference Centre  
Kwantlen Polytechnic University | 8771 Lansdowne Rd | Richmond, BC

### ALL ARE WELCOME!

N.B., only BC TEAL Members are eligible to vote.

### AGENDA

1. Greetings and Introductions
2. Announcement of Quorum
3. Appointment of Recording Secretary
4. Approval of Agenda
5. Approval of Minutes of April 26, 2013 Annual General Meeting
6. Reports of Officers and Standing Committees
  - 6.1 President Shawna Williams
  - 6.2 1<sup>st</sup> Vice-President / Chair PAAC Joe Dobson
  - 6.3 2<sup>nd</sup> Vice-President / Co-chair Annual Conference Laura Blumenthal
  - 6.4 Treasurer Jennifer Martin
  - 6.5 Secretary / Chair Membership Committee Sheila Mattila
  - 6.6 Past President / TESL Canada Representative Michael Galli
  - 6.7 Co-chairs Professional Development Committee Susan Peake & Don Bury
  - 6.8 Newsletter Editor Chris-Anne Stumpf
  - 6.9 Chair Website Committee Jack Massalski
  - 6.10 Chair Marketing Committee Yalda Ahmadvand
  - 6.11 Co-chairs Teacher Inquiry Groups Amea Wilbur & Augusta Avram
  - 6.12 Chair Social Media Committee Fiona Shaw
  - 6.13 Chair Regional Representatives Karen Rauser
7. Election of Directors
  - 7.1 Nominating Committee Michael Galli
  - Election of Member-at-Large, Outreach Chair
  - Newly Acclaimed BC TEAL Board of Directors 2014
8. Special Resolutions
  - 8.1 Policy and Advisory Committee Position Statements Joe Dobson
9. Next Meeting Friday, May 22, 2015 at the University of British Columbia in Vancouver, BC
10. Adjournment

## BC TEAL 2013 Annual General Meeting | Minutes

Friday, April 26, 2013 | 4:45 pm - 5:15 pm | Lecture Hall 2203  
Douglas College | 700 Royal Avenue | New Westminster, BC

1. MEETING CALLED TO ORDER at 4:50 pm by Joe Dobson, 1st Vice-President.  
On behalf of BC TEAL, thank you to Laura Blumenthal and Janice Penner for the great work done on the conference.
2. QUORUM ESTABLISHED. Forty-seven members were present at the meeting.
3. MOTION by Joe Dobson that Sandra Boehm (Administrative Manager) be appointed Recording Secretary for the Annual General Meeting. SECONDED by Jennifer Walsh Marr. CARRIED
4. MOTION by Sarah Fleming to Approve the Agenda. SECONDED by Sarah ter Keurs. CARRIED
5. MOTION by Laura Blumenthal to Approve the Minutes of the May 4, 2012 Annual General Meeting. SECONDED by Susan Peake. CARRIED
6. REPORTS OF OFFICERS AND STANDING COMMITTEES
  - Circulated and reviewed
  - BC TEAL has had a terrific year.
  - Membership is at 840. This is a considerable increase from years past.

6.3 Treasurer

  - Healthy balance
  - Have come a long way from the 90's when BC TEAL was in poor financial shape
  - Money is being spent on new initiatives that benefit the membership (i.e. new website).
  - BC TEAL and TESL Canada shared the profit from the TESL Canada Conference.
  - BC TEAL's share of TESL Canada revenue was over \$50,000.
  - TEAL plans to continue supporting various activities including Sponsor Teacher Appreciation events as well as initiate a Volunteer Appreciation event.

6.1 President

  - Following in Michael Galli's footsteps. He has been a good support.
  - We have had a busy and great year with a variety of initiatives.
  - Successful Sponsor Teacher Appreciation as well as a great TESL Canada Conference
  - Kamloops and interior TEAL members did a great job on the TESL conference.
  - Always trying to find ways to benefit the membership more and looking for input from our members on how to better serve the needs of the membership.
  - Plans are in motion to send out a survey to our members with various questions on how to best serve the membership and direct the BC TEAL board.
7. NEW BUSINESS
  - 7.1 Policy and Action Advisory Committee – Position Statements
    - Until recently, the PAAC has not been active.
    - After the TESL Canada Conference, a PAAC committee was struck and the initial working group included Michael Galli, Shawna Williams, Joe Dobson (Chair) and Karen Rauser.
    - The idea is that BC TEAL could take much more public positions on certain issues and advocate on behalf of the profession and membership.
    - Other associations do this (ie. TESOL and California TESOL)

## BC TEAL Annual General Meeting | Friday, May 23, 2014

- The process the committee uses is posted on the BC TEAL website.
- An email was sent out to the membership as well as a PAAC group formed – both with the purpose of asking for feedback and ideas from the TEAL membership.
- There are a couple of other position statements that the committee is working on.
- The position that is being presented today came from the committee and has been approved by the board.
- Position Statement: Academic and Degree-granting Credit for English for Academic Purposes Courses in Postsecondary Education

MOTION by Catherine Ostler that BC TEAL adopt this position statement. SECONDED by Cathy Ebert.

- The rationale was read out and discussed. CARRIED
- What action will TEAL take now?
- TEAL will not be lobbying but members could take this to their institutions and could say that the provincial organization supports it.
- Not specifically determining which courses this could apply to. Each institution would make its own determination on what courses and how many credits.
- It provides a way for people to articulate this position.
- In the future, the hope is that the position statements brought forward for member approval are broad and diverse (ie. issues regarding ELSA, PD, working conditions).

### 8. SPECIAL ORDERS

#### 8.1 Nominating Committee

- Last year new bylaws were adopted necessitating that everyone be voted in again this year.
- The purpose is to stagger positions so that there is an overlap of board members for the coming years; a passing down of knowledge of skills from one year to the next.
- Therefore, some of the members this year are being voted in for one year versus two years.
- Thank you to all the board members who are stepping down. You have done a great job.
- In the last couple of years, TEAL has renewed the bylaws and put out a new website.
- Nominations are no longer taken from the floor. This is a change in process as per the new bylaws.
- Nominations were all sent in by the nominations deadline.
- TEAL does welcome nominations from the membership. Your involvement would be appreciated.
- Bottom two individuals listed on the 2013 list are more like appointments. They are not elected and may change mid-term.

MOTION by Artis Stutters to approve the new BC TEAL board. SECONDED by Sarah ter Keurs. CARRIED

- Welcome to the new BC TEAL board.

### 9. NEXT AGM

May 9, 2014 at Kwantlen Polytechnic University in Richmond, BC

### 10. ADJOURNMENT

MOTION to Adjourn by Jennifer Walsh Marr at 5:20 pm. CARRIED

## Board Officer Reports | 2013-2014

### BC TEAL President's Annual Report Submitted by Shawna Williams

The 2013-2014 year has been a busy one at BC TEAL. As president, I am expected to be a member of all of our active committees, and it certainly has kept me busy.

Highlights for the past year include the following:

- We opted to have the third week in November officially proclaimed as English as an Additional Language (EAL) Week. We received proclamations from the province of British Columbia and the cities of Vancouver and Kelowna. We started off the week with a Volunteer Appreciation Brunch and ended it with the Lower Mainland Regional Conference. We also launched a video contest for students and had a fair number of entries. We hope to make this an annual event and have even more cities sign on in future years.
- In early spring, Laura Blumenthal, 2<sup>nd</sup> VP, and I attended the Fraser Valley Region Meet and Greet organized by the regional rep, and former board member, Michelle O'Doherty. It was wonderful to see such an enthusiastic group of instructors from the various contexts in the Fraser Valley get together at this TEAL event.
- BC TEAL reinstated its TESOL Affiliation in 2013 after a lapse of several years. I had the great privilege of attending the TESOL Convention in March 2014 in Portland, OR as the BC TEAL Affiliate representative. Meeting representatives from other affiliates from

around the world was a great experience. I was invigorated to learn from their successes and reassured to know that EAL associations around the world face many of the same challenges. I also met with affiliate representatives from Oregon and Washington to discuss hosting another Tri-TESOL event in the fall of 2015.

- In April we held the 3<sup>rd</sup> Annual Sponsor Teacher Appreciation Event along with our co-hosts VCC, Douglas, ISSofBC, and TWU. We toasted a room full of practicum sponsor teachers at an enjoyable social event with food, wine, and several door prizes. I hope that more TESOL programs will co-host this event with us in the future. EAL instructors are all under the mentorship of a practicum teacher at one point, and it is wonderful that we can celebrate them at this event.

On a personal note, the second year of my president's term coincided with the birth of my son. I was able to balance both looking after a newborn and my TEAL responsibilities due to our amazing administrative manager and only paid employee, Sandra Boehm, and the capable directors that sit on the BC TEAL board. They held the association together during the times I couldn't be available. My sincere thanks to them for their patience and dedication to this professional association over the past year.

### 1<sup>st</sup> Vice-President / Chair Policy and Action Advisory Committee Annual Report Submitted by Joe Dobson

The past year the PAAC committee worked on several initiatives and has gradually taken a larger role in understanding and responding to various issues that impact our profession.

Following the positive reception of the position statement presented last year, the committee is bringing forward two more position statements to the AGM for member ratification. These are important as they represent clear values that BC TEAL has.

Critical in moving the PAAC forward was the BC TEAL member survey. With approximately 200 respondents, the survey provides some clear direction for BC TEAL and

the committee. The area that members in general wanted to see BC TEAL do more in was advocacy. Historically BC TEAL has not played a strong role in this regard and has focused effort more in areas such as professional development.

The survey highlighted a few areas that many members want TEAL to work to address including:

- BC TEAL should advocate that instructors, regardless of employment context, have access to adequate professional development time and funds.
- improve the status of the ESL/EFL profession

- be a voice for the needs and concerns of non-native English speaking TESL professionals
- funding issues for programs and students

These and other areas are of clear concern to the membership and the PAAC is working on trying to address these.

As a first step, two of the position statements TEAL is bringing forward deal specifically with issues raised in the survey. These are:

- BC TEAL Position Statement Against Discrimination on the Grounds of Nationality, Ethnicity or Linguistic Heritage
- BC TEAL Position Statement on the Importance and Need for Professional Development

#### Website

<http://www.bctéal.org/about/policy-and-action-advisory-committee/>

#### BC TEAL Group

<https://www.bctéal.org/groups/policy-and-action-advisory-committee/>

#### Letters and Meetings

Furthermore, the PAAC drafted and sent a letter to the Minister of Health protesting the closure of one program.

A current key issue is that of funding for Immigrant students in EAP programs and the shift in government

funding in this regard. To date, the PAAC was able to secure a meeting with the Advanced Education opposition critic, Hon. David Eby and continues to seek opportunities to meet politicians at both the provincial and federal levels to express concerns on a number of key issues.

#### Plenary Panel

The co-chairs of the 2014 BC TEAL Annual conference, Ann Talbot and Laura Blumenthal, wanted the conference to highlight and focus many of the challenges faced by the profession. To this end, they approached the PAAC and asked if a plenary panel could be put together. As a result of this, a plenary panel featuring speakers representing the private sector, public sector, LINC, and BC TEAL was organized and it will focus on challenges and ways we can address some of these challenges.

#### Future Plans

Key to the future success of the PAAC efforts will be recruiting more volunteers to sit on the committee or sub-committees focused on specific issues. To this extent, we welcome participation and hope to include a diverse group of volunteers.

#### Members

Joe Dobson (Chair), Thompson Rivers University  
Shawna Williams, LISTN  
Michael Galli, BCIT  
Karen Rauser, UBCO

## 2<sup>nd</sup> Vice-President / Co-chair Conference Committee Annual Report Submitted by Laura Blumenthal

The job of the 2nd Vice President is to be co-chair of the annual conference and to be the liaison between the conference organizing team and the BC TEAL board.

### 1) Follow-up on last year's conference:

Unfortunately, the format of the electronic feedback from last year's conference was such that the sessions were all mixed up for each time slot, so we were unable to give individual feedback to presenters. We learned from that, and this year should go much more smoothly.

The conference manual so painstakingly updated by last year's co-chairs proved very useful to this year's planning team - so much so that they needed little guidance from the co-chairs.

We decided to stick with the same time slot format of standardized 45-minute time slots with the option of requesting two back-to-back slots.

### 2) New this year at the conference:

We did not innovate much this year at the conference, despite the theme of innovation and change, as a lot of our focus was on damage control with the instability of the industry this year, but here are the few innovations we did bring in:

Pecha Kucha presentations will be given during the Wine & Cheese event.

Our poster was designed by a former ESL student this year - an innovation that we hope will continue.

The poster presenters have been offered the opportunity to present on both days, and all have accepted.

Because of the record number of proposals submitted, we added a 7th concurrent session slot on Saturday.

### 3) Stats as of 5:00 pm on Monday May 12th:

- 88 presenters
- 11 concurrent sessions in each of the first four slots with 10 in slot E and a somewhat smaller number in slots F & G.

- 384 registered - this represents a 24% increase over last year at this time (in relation to the conference)
- 334 participants on Friday
- 190 participants on Saturday
- 62 presentations with none presenting twice (except for the poster presenters)
- 23 publishers/exhibitors.

### Treasurer Annual Report Submitted by Jennifer Martin

Thanks to revenue sharing from the TESL Canada conference in Kamloops last year, as well as our healthy and increasing Membership, BC TEAL has been in a strong cash position this past fiscal year.

A close inspection of the budget will reveal plans to spend more than we are expected to earn for the year ahead, although our position will remain cash positive. While it's always important to keep an eye on spending, the Board of Directors feels that we are in a situation to continue support to our membership and expand this engagement in new ways.

One example of our continuing support was our Practicum Sponsor Teacher Reception, held earlier in the spring. Practicum sponsor teachers can have a profound effect on a new generation of instructors, and we are grateful for the work they do. Another example was the decision to offer Conference Travel Grants once again, to those who live 100 km or more away from the conference location and are carpooling with other attendees. We continue to contribute to the good work of the TEAL Charitable Foundation, matching dollar for dollar as the TCF nears a goal of \$100,000 for its latest endowment, the TCF Refugee Award.

New initiatives included a Volunteer Brunch, which was held last fall for the first time. We are very appreciative of the volunteers who support BC TEAL. In addition, last year we offered prizes for social media

and community outreach in the form of a Student Video Contest. Other new initiatives this year have included Conference Bursaries and a 20% discount to conference presenters. We also added our first regional conference in northern BC, contributing to our support of instructors who live outside the Lower Mainland.

Another first was our sponsorship of the Graduate Student Symposium at the TESL Canada conference in early May. It was felt that we wanted to support the event to show our goodwill towards the federal association, and also to network with other provincial affiliates.

"Innovation and Change" is the theme of the TEAL conference this year, and the Board feels that it is important to address change that is inevitable not only in our classrooms, but also in our profession. Widespread cutbacks have affected our colleagues and our students. This is a time for advocacy for the profession, and our outreach to the community and instructors is meant to reflect this.

The Board of Directors is responsible to the membership and we hope our financial decisions reflect this reality. Whether we can continue to do this depends on the will of the membership and, of course, the reality of the numbers on the balance sheet.

For financial statements, see Appendix A.

**Secretary / Chair Membership Committee Annual Report  
Submitted by Sheila Mattila**

It has been my pleasure to serve BC TEAL for the past year as Secretary and Membership Chair, a role which has included handling the administrative responsibilities of a signing officer and working on activities for the membership.

**MEMBERSHIP NUMBERS**

Over the past year, individual membership has grown from 827 to over 940 members, and institutional membership has risen from 27 to 30 members. These increases have created additional revenue for BC TEAL and have helped to provide additional support for members.

**MEMBERSHIP ACTIVITIES**

**VOLUNTEER APPRECIATION RECEPTION**

Last fall, BC TEAL launched its inaugural BC EAL Week, November 17 –23, 2013 with official proclamations from the City of Vancouver, the City of Kelowna and the Province of BC. Several events were held to honor teachers and students alike, starting off with the first ever Volunteer Appreciation Reception. This event

recognized and celebrated the hard work and dedication of the numerous volunteers that make the great work of BC TEAL possible.

**SPONSOR TEACHER RECEPTION**

For the third year in a row, BC TEAL hosted a reception for sponsor teachers who receive and mentor TESL students through their practicum experience. Held on Friday April 11, 2014, approximately 50 sponsor teachers attended and were celebrated for their dedication to welcoming and mentoring new teachers into the field.

The goals of the Membership committee going forward are to continue to increase the number of members in all categories and to continue to expand the support that is available to BC TEAL members.

**MEMBERSHIP SURVEY**

This past year, BC TEAL conducted a membership survey to identify the needs and interests of the membership. The board plans to use the results of this survey to continue to effect positive changes to serve members.

**Past President / TESL Canada Representative Annual Report  
Submitted by Michael Galli**

**Chair of BC TEAL Nominations Committee**

I concluded the Nominations Committee process, receiving final nominations for all positions on the Board of Directors before the April 18, 2014 deadline.

Single nominations were received for all Director positions, except the **Member-at-Large, Chair of the Outreach Committee**, so one competition is required at the AGM.

**BC Provincial Representative to TESL Canada**

I have fulfilled the liaison function of BC Provincial Representative to the national organization TESL Canada (via teleconferences and email correspondence) to:

- receive any information pertinent to BC TEAL,
- provide TESL Canada with reports of developments in BC TEAL;
- participate in TESL Canada committees (e.g. TCEF, Governance Committee).

I also attended the TESL Canada AGM, on May 9 in Regina, Saskatchewan.

**Report on TESL Canada AGM**

This year was an unfortunate time for our national federation as there were many conflicts within the organization: e.g. inter-personal issues between Directors, etc. The management and operations of the Federation became tense and dysfunctional, leading to many short-comings in a number of areas, e.g. accreditation / certification / human resources / hiring of a new Executive Director, etc.

These problems culminated with a strained AGM. Please note: the minutes of the AGM should be made available in the coming weeks on the TESL Canada website. A motion was presented and passed which:

- dissolved the current elected Board of Directors,

- prohibits any individual who was an Elected Director within the past 5 years from running for office for the next two years, and
- requires the affiliate organizations (including BC TEAL) to organize and run an electronic election within the next 6 – 8 weeks.

While these measures may seem extreme, it is my opinion that this was required to provide TESL Canada with a fresh start, and to ensure that no individual elected officer is able to assert his / her will over the federation. A large part of the problem is that the TESL Canada AGMs are required to be held every year, and are always in the spring. However, since the Conferences are held once every 18 months, the AGMs and conferences only coincide every three years. As such, nominations and voting at AGMs have minimal participation from the Membership, and thus, individuals are typically nominated or appointed by those currently on the Board of Directors. This has led to appointments of elected Directors who are known to the current

Directors, and thus not representative of the broader membership or their vested interests.

Moving forward, the affiliate associations have taken temporary control of the Federation and are working toward an electronic election for Elected Officers to the TESL Canada Board of Directors. As such, all Members of BC TEAL are encouraged to participate in the election. As well, all BC TEAL Members may seek nomination to the elected positions on TESL Canada. Notices will be sent out via BC TEAL in the coming weeks and we strongly urge all members to read and engage in this democratic process.

TESL Canada is an important institution and provides a national voice to our profession. We must support and engage with this organization, and whether we serve on the Board of Directors or simply vote in the elections, it is critical that all BC TEAL members participate. We cannot leave it to others what is our responsibility to do for ourselves. BC TEAL Members are all members of TESL Canada, so please be a part of this democratic process.

### **Co-chairs Professional Development Committee Annual Report Submitted by Susan Peake and Don Bury**

#### **Regional Conferences**

EAL Week wrapped up with a day of professional development at the **2013 Lower Mainland Regional Conference**. Over 90 individuals participated in the conference at **Columbia College** where Dr. William Acton, Director of the MATESOL at Trinity Western University, helped attendees in “Celebrating Our Profession” with an interactive plenary on e-Motional methods: cognitively complex, hands-on teaching and learning.

BC TEAL held its first ever **Regional Conference in Prince George, Northern BC at the College of New Caledonia**, on Saturday, October 19. Although only 25 EAL professionals attended, this was an unprecedented

success. Our colleagues in the north have previously been required to travel south, east or west to access PD, but this time we were able to bring the PD to them. With a theme entitled, “Looking back; Looking forward”, and a Keynote speaker, Dr. Patricia (Patsy) Duff, BC TEAL and our members in the north were able to reflect on their current practice and future goals and directions.

The **BC TEAL Regional Interior Conference 2014** will be at Selkirk College, Nelson (Saturday, October 4, 2014). Theme –Interior Designs: Building Teaching and Learning Communities.

Plans for the Fall 2014 Vancouver Conference and the Spring 2015 Island Conference are underway.

### **Editor TEAL Newsletter Annual Report Submitted by Chris-Anne Stumpf**

Since the last report we have published 2 themed newsletters: From Theory to Reality Fall 2013 and Learning Outside the Classroom Winter 2014.

The 2014 summer newsletter is expected to be published in July after the 2014 BC TEAL conference. The

newsletter will include a report on the BC TEAL conference and the AGM reports. The theme is Identity.

As suggested by Shawna last year and with an increase in interested volunteers, a TEAL news online group is being planned.



### **Chair Website Committee Annual Report Submitted by Jack Massalski**

Since the launch of the current BC TEAL website in October of 2011, its importance in keeping the Membership connected and informed has strengthened significantly. The website continues to serve as the main hub of communications with and among the association's members. In line with the positive website usage trends observed since its launch, during the past year the website has witnessed a tremendous increase in its use.

During the course of the past year, it became apparent that the importance of the BC TEAL website in reaching our members lies in some of the following key features:

- BC TEAL membership management (new membership sign-up and membership renewal)
- Informing members of upcoming Conferences and other events
- Conference registration
- Mailings (newsletter, general notices, SIG activity updates)
- Job postings

In order to improve user experience, the Website Committee has worked closely with the developer on

making various changes and edits to the website. In addition to a number of modifications to the code (taxation changes to billing, for instance), a number of portions of the website, the FAQ Page being the primary example, have undergone edits aimed at improving clarity of the text. It is expected that in the coming years the process of occasional cooperation with the developer on tweaking the website as needs to do so arise will be an ongoing one.

In spite of the many benefits observed as a result of BC TEAL's website operations, it is the general feeling of the Website Committee that some of the components of the website are still not being utilized to their full potential. As a result, all members are encouraged to frequently log in and explore the many useful features the BC TEAL website has to offer and to take full advantage of them. One noteworthy example is the Community Groups area featuring a number of Special Interest Groups, or SIGs. The list of all the SIGs can be viewed here: <https://www.bcteal.org/groups/> and becoming involved in them is as easy as subscribing to any number of SIGs of your choice and contributing to the discussions.

### **Chair Marketing Committee Annual Report Submitted by Yalda Ahmadvand**

It has been my pleasure to serve in the role of Marketing Chair for the past two years. For EAL Week I organized a Student Video Contest. It was held for EAL students to share their learning experiences in BC. To view the

winning video and other entries, please visit: <https://www.bcteal.org/news/announcing-the-eal-video-contest-winner/>.

### **Co-chairs Teacher Inquiry Groups Annual Report Submitted by Amea Wilbur**

This year the Teacher Inquiry members began to explore new initiatives to connect research and practice.

In 2014 the Teacher Inquiry Group looked at the idea of offering a series of workshops to our members around research as way to engage teachers.

In June of 2014, Doctor Ena Lee will facilitate a workshop on demystifying research for EAL professionals.

#### **Future goals:**

- To identify themes for upcoming workshops
- To establish a community of collaboration and support for instructors interested in connecting research to practice.

### Chair Social Media Annual Report Submitted by Fiona Shaw

BC TEAL has had a successful year on Social Media, growing its audience and engagement, on both Facebook and Twitter.

On Facebook, although we struggled with the initial page hand over from the last chair, once it was complete, we managed to expand our page 'likes' from 108 to 184, a 70% increase in fans. Additionally, with more frequent posts on differentiated topics, we have been able to expand the reach of BC TEAL beyond our community, with some of our posts reaching over 200 views. By using Google News Alerts we were able to keep on top of media and government reports connected to our field, and to post them as quickly as possible to the page. We also increased the variety of items posted to include: links to free resources, current research articles, suggestions for professional development and links to blog posts. Our most popular Facebook posts however were connected to specific job and volunteer opportunities, updates, and reminders about BC TEAL events and partners.

On Twitter we have steadily gained followers over the course of the year, increasing to 255, with a 'klout' score of 42. This growth reflects the expanding popularity of Twitter in Education and Academic communities, as professionals in the field seek to build 'personal learning networks' using Twitter and other digital platforms. BC TEAL tweeted, was mentioned and was re-tweeted over a hundred times in the last year. Our sustained Twitter presence has allowed us to be instantly accessible and responsive to our members and the wider EAL community, in real time. Additionally, for the sake of consistency, both the Facebook and Twitter accounts were managed on the Hootsuite platform, allowing for information to be posted in both places simultaneously.

Finally, in the coming year I hope that the organization can continue to build on this digital connection with our membership and will seek out opportunities to expand our engagement with our community through this medium.

### Regional Representatives Annual Report Submitted by Karen Rauser

It has been an incredible year for the Regional Representatives. 2013-2014 has seen a lot of activity from the Regional Representatives in their communication with members in their regions, sponsorship of conferences, and planning activities for networking and professional development. By way of introduction here are the six regions and their representatives:

1. Beth Konomoto, Vancouver Island Regional Representative
2. Michelle O'Doherty, Fraser Valley Regional Representative
3. Bjorn Petersen, Northern BC Regional Representative
4. Karen Densky, Thompson Regional Representative
5. Jeanie Ortis, Okanagan Regional Representative
6. Tyler Ballam, Kootenay Regional Representative

The committee has an impressive list of accomplishments to share with the membership:

- The Kootenay region was added to the list of regions.

- With the help of the indomitable Sandra Boehm, our membership list was organized into regions so that our Regional Representatives could introduce themselves and reach out to the members in their regions.
- Every Regional Rep now has a "group" on the BC TEAL website to post important information for those in their regions. (Please join your group if you haven't already done so!)
- Our Northern BC TEAL Regional Representative helped to sponsor the Northern BC TEAL Conference
- Our Thompson BC TEAL Regional Representative helped to organize a pronunciation workshop and meet and greet with the TRU TESL program and other regional members
- Our Fraser Valley BC TEAL Regional Representative coordinated with three other organizations (UFV, TWU, Abbotsford Community Services) to organize and fund a Meet and Greet and panel discussion. In the process, the Fraser Valley Professional

Development Initiative was created to further professional development in the Fraser Valley Region.

- Our Okanagan BC TEAL Regional Representative hosted a Lesson/Warmer Swap and Meet and Greet
- Our Kootenay BC TEAL Regional Representative has been helping to plan the BC TEAL Interior Conference, which will be held at Selkirk College (in beautiful Nelson!), on October 4th. Plan for a road trip to the quaint and beautiful Kootenays this fall!
- As a committee, we have begun to develop policies for the Regional Representative Committee regarding the roles of the Regional Representatives, the vision for the RR committee and the use of Regional Representative funding.

**Our future plans are:**

- to continue to revise the policies for the regional representative committee for the BC TEAL Board Policy Manual
- To plan at least one event per region in the next year (in some cases two, depending on budget constraints!)To increase communication with membership in the regions
- To promote membership in the regions

The Regional Representatives Committee would love to hear suggestions from the membership about how we can better serve current members in the regions, increase membership in the regions, and meet the needs of professional development all over BC. If you have questions or suggestions, please contact Karen Rauser ([karen.rauser@ubc.ca](mailto:karen.rauser@ubc.ca)). Watch for updates from your Regional Representatives about upcoming events and opportunities in your area.

Appendix A: BC TEAL Financial Reports

BC TEAL Budget vs Actual December 2013

	Jan - Dec 13	Budget	\$ Over Budget		Jan - Dec 13	Budget	\$ Over Budget
Ordinary Income/Expense				Memberships - AAMSA, etc	100.00	0.00	100.00
Income				Miscellaneous	1,599.53	2,500.00	-900.47
Advertising (on-line)	688.62	400.00	288.62	Newsletter - general exp	0.00	100.00	-100.00
Annual Conference 2013	24,388.00	33,000.00	-8,612.00	Office Equip.	1,040.84	500.00	540.84
Interior Regional Conference	949.00	2,500.00	-1,551.00	Office Equip. Maintenance	0.00	250.00	-250.00
Island Regional Conference	3,762.73	2,500.00	1,262.73	PODs - mtg/ conf support	0.00	2,000.00	-2,000.00
Memberships	49,147.19	45,000.00	4,147.19	Postage	222.35	300.00	-77.65
Misc.	0.00	500.00	-500.00	Regional Representatives	188.86	2,000.00	-1,811.14
Newsletter	620.00	500.00	120.00	Rent	5,729.17	7,842.00	-2,112.83
Rent (sub-lease)	1,200.00	0.00	1,200.00	Salary - Bookkeeper	1,893.75	2,000.00	-106.25
Sponsor Teacher Apprec (Income)	1,116.06	1,500.00	-383.94	Salary - Office Manager	24,805.19	24,617.00	188.19
TESL Canada Income	69,676.65	40,000.00	29,676.65	SIGs	0.00	100.00	-100.00
Vancouver Regional Conference	3,958.35	2,500.00	1,458.35	Sponsor Teacher Appreciation	1,049.00	2,200.00	-1,151.00
Total Income	155,506.60	128,400.00	27,106.60	Sponsorship Expense	0.00	200.00	-200.00
Gross Profit	155,506.60	128,400.00	27,106.60	Supplies/Stationery	660.95	1,500.00	-839.05
Expense				TCF endowment match	44,864.62	25,000.00	19,864.62
Bank Charges	434.85	550.00	-115.15	TCF expenses	3,062.56	2,500.00	562.56
Donations (expense)	100.00	0.00	100.00	Telephone - SHAW	1,574.57	1,440.00	134.57
Food	295.58	500.00	-204.42	TESL Canada memberships	13,088.00	13,600.00	-512.00
Insurance	859.00	865.00	-6.00	TESOL Affil Mebrshp, etc	455.52	600.00	-144.48
Interior Regional Conf Exp				Travel - board mtgs	883.00	2,000.00	-1,117.00
Accommodations	195.80	350.00	-154.20	Vancouver Regional Conf Exp			
Meals	309.38	0.00	309.38	Meals	90.00	100.00	-10.00
Miscellaneous	157.67	0.00	157.67	Miscellaneous	402.94	100.00	302.94
Travel	667.00	275.00	392.00	Total Vancouver Regional Conf Exp	492.94	200.00	292.94
Total Interior Regional Conf Exp	1,329.85	625.00	704.85	Visa/Mastercard	1,447.18	1,600.00	-152.82
Island Regional Conference Exp				Volunteer Appreciation Event	866.05	1,000.00	-133.95
Accommodations	219.98	300.00	-80.02	Web Development	6,037.95	10,000.00	-3,962.05
Meals	152.39	100.00	52.39	Web host/Security/Wk	166.57	2,590.00	-2,423.43
Miscellaneous	182.97	0.00	182.97	Worksafe BC	23.30	50.00	-26.70
Travel	231.25	250.00	-18.75	Writing Contest	0.00	400.00	-400.00
Total Island Regional Conference Exp	786.59	650.00	136.59	Total Expense	118,608.32	114,114.00	4,494.32
Marketing/ Adv/ Promotion	3,536.18	2,500.00	1,036.18	Net Ordinary Income	36,898.28	14,286.00	22,612.28
Medical Benefits-HUB Financial	1,014.37	1,335.00	-320.63				<u>22,612.28</u>

**BC TEAL Annual General Meeting | Friday, May 23, 2014**

**BC TEAL Budget – 2014**

	<u>2014</u>		
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Advertising (on-line)	400.00	Newsletter - general exp	100.00
Annual Conference 2014	33,000.00	Office Equip.	500.00
Interior Regional Conference	2,500.00	Office Equip. Maintenance	250.00
Memberships	45,000.00	PODs - mtg/ conf support	2,000.00
Misc.	500.00	Postage	300.00
Newsletter	500.00	Regional Representatives	2,000.00
Rent (sub-lease)	1,200.00	Rent	8,000.00
Sponsor Teacher Apprec (Income)	1,500.00	Salary - Bookkeeper	2,000.00
Vancouver Regional Conference	2,500.00	Salary - Office Manager	25,350.00
<b>Total Income</b>	<u>87,100.00</u>	Sponsor Teacher Appreciation	2,200.00
<b>Gross Profit</b>	87,100.00	Sponsorship Expense	200.00
<b>Expense</b>		Supplies/Stationery	1,500.00
Bank Charges	550.00	TCF endowment match	5,000.00
BC TEAL Service Award	100.00	TCF expenses	2,500.00
Conference Bursaries	1,500.00	Telephone - SHAW	1,500.00
Food	500.00	TESL Canada memberships	13,600.00
Insurance	1,000.00	TESL Canada Sponsorship	1,500.00
Interior Regional Conf Exp		TESOL Affil Mebrshp, etc	600.00
Accommodations	350.00	Travel - board mtgs	2,000.00
Meals	100.00	Vancouver Regional Conf Exp	
Miscellaneous	100.00	Meals	100.00
Travel	275.00	Miscellaneous	<u>100.00</u>
<b>Total Interior Regional Conf Exp</b>	825.00	<b>Total Vancouver Regional Conf Exp</b>	200.00
Marketing/ Adv/ Promotion	3,000.00	Visa/Mastercard	1,600.00
Medical Benefits-HUB Financial	1,500.00	Volunteer Appreciation Event	1,000.00
Memberships - AAMSA, etc	100.00	Web Development	5,000.00
Miscellaneous	5,500.00	Web host/Security/Wk	2,600.00
		Worksafe BC	<u>50.00</u>
		<b>Total Expense</b>	<u>96,125.00</u>
		<b>Net Ordinary Income</b>	<u>-9,025.00</u>
			<u><u>-9,025.00</u></u>

BC TEAL Balance Sheet as of April 30, 2014

	<u>Apr 30, 14</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Chequing/Savings</b>	
CIBC GIC 2.0% mat Aug 17/15	90,000.00
ING GIC 1.45% mat Jan 18/15	52,227.28
ING GIC 1.45% mat Sep 17/14	36,415.96
TEAL Conference	16,215.36
TEAL General	<u>71,978.42</u>
<b>Total Chequing/Savings</b>	<u>266,837.02</u>
<b>Total Current Assets</b>	<u>266,837.02</u>
<b>TOTAL ASSETS</b>	<u><u>266,837.02</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
GST/HST Payable	<u>13,066.00</u>
<b>Total Other Current Liabilities</b>	<u>13,066.00</u>
<b>Total Current Liabilities</b>	<u>13,066.00</u>
<b>Total Liabilities</b>	13,066.00
<b>Equity</b>	
Opening Bal Equity	46,380.00
Retained Earnings	171,978.75
Net Income	<u>35,412.27</u>
<b>Total Equity</b>	<u>253,771.02</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>266,837.02</u></u>