



TEACHERS OF ENGLISH
AS A SECOND LANGUAGE
ASSOCIATION OF ONTARIO

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Thirty-Third Annual General Meeting

Sheraton Centre, 123 Queen Street West, Toronto
November 24, 2016

1.	CALL TO ORDER
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Chair Jim Papple called the meeting to order at 10:40 AM with quorum.

Meeting documentation included:

- Agenda
- draft minutes of the Annual General Meeting held November 12, 2015
- TESL Ontario Annual Report for the Year 2015-2016
- TESL Ontario Head Office Budget (HST Excluded) April 1 – September 30, 2016

2.	APPROVAL OF AGENDA
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MOTION to approve the agenda as presented.

Moved by Wanda Komorowski

Seconded by John Stevens

CARRIED

3.	APPROVAL OF MINUTES OF THE 2015 ANNUAL GENERAL MEETING
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MOTION to approve the minutes of the 2015 Annual General Meeting as presented.

Moved by Sharon Rajabi

Seconded by Stella Baker

CARRIED

4.	<i>CHAIR'S REPORT</i>
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Chair Jim Papple thanked members for attending the Annual General Meeting (AGM). This year's Board began to put into practice the Strategic Plan developed by the previous Board. Progress has been made toward goals.

The Board composition reflects the membership, with a representative from nearly every sector. The Chair thanked Directors Cheryl Fretz, Sharon Deng, Bhupinder Gill, David Hazel, Bernice Klassen, Geoff Lawrence, Jennifer McKay, and Melita Vrakela. He recognized Bernice Klassen and Melita Vrakela who are now stepping down from the Board, and extended to them the Board's appreciation for their contribution and dedication. The Chair welcomed soon-to-be new Board members Brett Basbaum and Alex Harchenko.

The Chair thanked the Nominating Committee for its work. No election was required this year. Opportunities will continue to be sought to involve the membership in applying for Board positions and voting for candidates.

The Chair thanked the hard-working staff of TESL Ontario:

Renate Tilson	Executive Director
Eva Csiszar	Operations Manager
Allison Keown	Member Services Manager
Reza Mazloom-Farzaghy	Accreditation Services Manager
Kevin Gamble	Office Coordinator

The Chair thanked Affiliate Chapter Presidents. Affiliate Chapters are the backbone of TESL Ontario. Their annual reports are included in the AGM package. The Chair acknowledged Affiliate Chapter Presidents attending today's AGM.

The Chair thanked Provincial Representatives who traveled to attend the conference from Alberta, Saskatchewan, British Columbia, and Quebec. The TESL Ontario Conference is about sharing best practices, and their perspectives are welcome. The Chair expressed hope that TESL Ontario's hospitality will be as generous toward them as the hospitality shown to TESL Ontario representatives this year at their conferences.

This year representatives from TESL Ontario attended conferences in Alberta, British Columbia, and Baltimore to share our stories and best practices with TESL and TESOL organizations from across the globe. TESL Ontario will also be represented later this year at the 50th anniversary of BC TEAL and the Summit on the Future of the TESOL Profession in Greece.

TESL Ontario has continued its outreach to government partners and other associations. Whether meeting with IRCC representatives in Ottawa or with Provincial Ministries, TESL Ontario continues to talk about change in this field. TESL Ontario also joined the International Association of Teachers of English as a Foreign Language (IATEFL) and the Canadian Bureau for International Education (CBIE) this year and is looking forward to working with them. TESL Ontario continues to seek opportunities to raise awareness with other stakeholder organizations.

The Chair thanked members who completed the membership survey this year. He encouraged members to seek out Directors during the conference. Directors look forward to talking with members as well.

The Chair thanked the many volunteers who are responsible for the success of TESL Ontario, whether through a local Affiliate, on a committee, or helping with the conference. TESL Ontario was built by and is supported by its members.

The Chair concluded, “As we begin this next year, I encourage you all to continue to raise awareness in your classrooms and organizations, and through this organization, so that we can continue to gain recognition for the work that we all love so much.”

5.	READING AND ACCEPTANCE OF REPORTS
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a. TREASURER’S REPORT – JENNIFER MCKAY

Fiscal Year April 1, 2015 – March 31, 2016

TESL Ontario expected to break even last year but the year proved unexpectedly difficult. Anticipated project income was not received. IRCC began to end the Post TESL Certification Training (PTCT) project. The MCIIT-funded CLARS project did not attract as many people as expected, which reduced TESL Ontario’s revenue for membership and accreditation fees.

Great efforts were made to save money where possible, including terminating the staff position of Accreditation Coordinator.

On the positive side, MCIIT funded the Conference Assistance Project for 240 members to attend last year’s TESL Ontario Conference. TESL Ontario hosted the TESOL Convention in 2016 and received a hosting fee of \$9,400.

Fiscal Year April 1, 2016 – March 31, 2017, 6-months as of September 30, 2016

This year’s budget did not factor in anticipated project funding. TESL Ontario has since received funding from MCIIT for several projects which have now begun, including Director Best Practices, Webinars, and Conference Assistance. TESL Ontario made four project applications to IRCC in a prior year’s Call for Proposals, which were put on hold by IRCC. TESL Ontario has received notice from IRCC that two projects are under consideration for next year.

TESL Ontario's financial condition for 2016/17 looks solid. Revenue from membership and accreditation fees are on target. TESL Ontario is monitoring the budget carefully. The Treasurer anticipates a positive balance at yearend.

b. PRESENTATION OF 2015/16 FINANCIAL REPORT – S.B. PARTNERS

Auditor Mustafa Dossajee presented his Auditor's Report of the audited financial statements for the fiscal year that ended March 31, 2016. He described the purpose of each financial document, and the respective roles of Management and the Auditor. He concluded that the auditing company received sufficient information to complete the audit and that the Auditor is conveying a clean report, an unqualified opinion, that the financial statements are fairly stated in accordance with accounting rules.

The Treasurer thanked the Auditor for his report.

Dianne Tyers, TESL Ontario member, asked to speak. She introduced herself as working for Advance Consulting for Education, Inc. (ACE), an organization that trains teachers and supports the work of TESL Ontario. She stated that ACE is concerned that TESL Ontario is in a precarious financial position, with a deficit of \$295,000 in 2013/14, \$350,000 in 2014/15, and \$114,000 in 2015/16. She recommended that the organization take action, and asked what strategies are in place to return TESL Ontario to a viable financial position.

The Treasurer responded that the figures that Dianne Tyers cited were presented to the membership at prior AGMs. Fiscal restraints have included letting go a full-time staff member, holding meetings by teleconference rather than in-person, and, through TESL Ontario's head office, cutting expenses in every way possible. When this year's budget was approved by the Board, the Conference Assistance Project funded by MCIIT was not yet signed, so was not reflected in the budget but will be included in the actuals for the year.

The Chair added, the 2016 TESL Ontario Conference will come in with higher revenue than budgeted.

The Treasurer continued. Right now the organization is looking at a very positive financial statement for this year. The situation is being monitored closely. It takes time to rebuild the reserves, and that is underway. The surplus is already over \$50,000 in the first six months of the year. TESL Ontario is meeting regularly with its Affiliate Chapters regarding finances, and TESL Ontario's Provincial Office can answer members' questions.

MOTION that first of all TESL Ontario provide quarterly reporting to all membership, the same way you put out your Annual Statement and Annual Report, so that we know what the financial situation is on a quarterly basis, and second, that you publish for TESL Ontario members what your plan is, a very clear and aggressive plan, to get TESL Ontario back into a financially sound position, so it should be a 6-month plan and then a 1-year plan, so we know you are aggressively pursuing ways to get this organization back on its feet again.

*Moved by Dianne Tyers
Seconded by Susan Stitt
MOTION by Carol Essenberg to split the motion into two
Motion by Carol Essenberg CARRIED*

MOTION that TESL Ontario provide quarterly reporting to all membership, the same way you put out your Annual Statement and Annual Report, so that we know what the financial situation is on a quarterly basis, for two years.

*Moved by Dianne Tyers
Seconded by Susan Stitt
CARRIED*

MOTION That TESL Ontario publish for TESL Ontario members a clear 6-month and 1-year plan as of one month from now, to get TESL Ontario back into a financially sound position.

Moved Dianne Tyers

Seconded by Susan Stitt

AMENDMENT by Sharon Rajabi, to report on both plans as of the end of February 2017

Amendment seconded by Shirley Graham

AMENDMENT CARRIED

FINAL MOTION That TESL Ontario publish for TESL Ontario members a clear 6-month and 1-year plan to get TESL Ontario back into a financially sound position, with both plans published as of the end of February 2017.

FINAL MOTION CARRIED

C. MOTION FOR APPROVAL OF 2015/16 FINANCIAL REPORT

MOTION to approve the 2015/16 audited Financial Report and Financial Statements as presented.

Moved by Jennifer McKay

Seconded by Wanda Komorowski

CARRIED

d. MOTION FOR APPOINTMENT OF AUDITOR FOR 2016/17 YEAR

MOTION to appoint S.B. Partners as Auditor for the 2016/17 fiscal year.

Moved by Jennifer McKay

Seconded by Barb Krukowski

CARRIED

6.	EXECUTIVE DIRECTOR'S REPORT – RENATE TILSON
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Executive Director (ED) Renate Tilson welcomed everyone to the 44th Annual TESL Ontario Conference. Registration at this point was over 800 and there was sure to be further on-site

registrations during the conference, which will help the budget considerably. The ED thanked everyone for supporting the conference.

The ED stated that her report was about TESL Ontario but our world moves along and none of us is untouched by the political happenings that we witnessed over the past few weeks. No one felt it more keenly than TESOL International, the organization whose conference TESL Ontario hosted in early 2016. They wanted to send a short message to their Affiliates reaffirming TESOL's core values as English Language Teaching professionals:

Fifty years ago, TESOL became a professional association based on the core principles of individual language rights, respect for diversity, multiculturalism, multilingualism, and inclusivity. These values are just as critical today as they were then, and provide a strong anchor against the strong oppositional forces that are sweeping across nations . . . We pledge to live up to our ideals of a global professional community in the face of all challenges.

At 44 years, TESL Ontario appreciates TESOL's words and remains true to our commitment to provide a broad range of professional development that reflects members' needs in the ever-changing demands of today's adult ESL learners.

It has been a very busy year and members are welcome to read details in the Annual Report. Highlights not in the report include:

Thanks to our recently formed Social Content Committee, this year we are celebrating TESL Ontario's 50th webinar. Six of the highest rated webinars are on TESL Ontario's YouTube Channel.

TESL Ontario has begun sending a short exit survey to lapsed members, to gather reasons for nonrenewal. So far the top two reasons are retirement from the profession or change in career. TESL Ontario will be communicating more clearly that TESL Ontario offers a lower membership fee for retired individuals under the "Friends of TESL" category.

TESL Ontario's Strategic Plan includes increasing membership from the Private Sector and from the Colleges and Universities sector. Toward that end a Private Sector Working Committee has been formed, and work on creating a Colleges and Universities Working Committee has begun. Information will be published on TESL Ontario's website shortly.

One of TESL Ontario's oldest working committees, the Research Committee, has been restructured into a "Registry of Experts." A call will go out to invite individuals to join the registry. They will be available to work on specific tasks through ad hoc working groups.

Through a contract with the Ontario Ministry of Citizenship and Immigration, TESL Ontario will develop a directory of Best Practices for the delivery of funded Adult Non-Credit English and French as a Second Language training in Ontario.

The Program Administrators Meeting is a new initiative jointly sponsored by the Ontario Ministry of Citizenship and Immigration as well as Immigration, Refugees and Citizenship Canada. Over 100

Program Administrators are registered for the meeting tomorrow morning, to discuss common issues, challenges, and best practices related to language program design and delivery.

The Executive Director thanked the Board of Directors, the staff team, and all the volunteers who serve and support this organization at all levels, and invited everyone to enjoy the conference.

7.	<i>NOMINATING COMMITTEE REPORT – MELITA VRAKELA</i>
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Nominating Committee Chair Melita Vrakela reported. She thanked this year’s committee members Bhupinder Gill, David Hazel, and Jim Papple.

During a careful and rigorous 6-month process from June to November, eight candidates were reviewed by the committee and shortlisted to three who were acclaimed to the Board for 2016/19.

The Nominating Committee Chair welcomed new Directors Brett Basbaum and Alexander Harchenko, and returning Director Cheryl Fretz.

8.	<i>PRESENTATION OF NEW BOARD</i>
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The Chair presented the 2016/17 Board: Brett Basbaum, Sharon Deng, Cheryl Fretz, Bhupinder Gill, Alexander Harchenko, David Hazel, Geoffrey Lawrence, Jennifer McKay, and Jim Papple.

MOTION to accept the 2016/17 TESL Ontario Board as presented.

Moved by Barb Krukowski

Seconded by Sheila Carson

CARRIED

9.	<i>MEETING ADJOURNED</i>
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MOTION to adjourn the meeting.

Moved by: Teresita Tajanlangit

CARRIED

The meeting adjourned at 11:30 AM.

10.	<i>MEMBERSHIP DRAW</i>
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Sally Cooper and Joana Sotomayor won the draw prizes for one year free annual membership. Carolyn Filice and Naomo Verton won the draw prizes for free conference registration in 2017. Draws were also held for gifts donated by conference sponsors.

Certified to be a true copy this _____ day of _____ 20_____.

Chair

Secretary