



## Annual General Meeting: Minutes

### DRAFT

**Date:** September 9th 2017, 12:00

**Venue:** Polish Millennium House, Bordesley Street, Birmingham, B5 5PH

**Members Present:** Peter Baron, Eleanor Bridgwood, Svitlana Capewell, Isabel Cobo Palacios, Jane Galbraith, Javier Garcia, Zbigniew Gas, Robin Humphrey, Graeme Hunter, Jane Martin, Joanna Mos, Magdaléna Patemanová, Anna Maria Ruchalowska, Joanne Seymour, Delwen Eirlys Wilkinson.

#### 1. Apologies for absence

None received.

#### 2. Introduction by Graeme Hunter, Acting Chairman

Graeme welcomed all participants and thanked them for their attendance, then outlined the Midlands Network's history, from Michelle Doherty's initial idea for it at CIOL Members' Day 2015 to its current form. The network's purpose is to provide a space for networking and socialising with other professional linguists across the Midlands region.

#### 3. Address by Jane Galbraith, CIOL Head of Membership

Jane thanked the Midlands Network committee for their efforts over the year and the invitation to participate in the AGM, emphasising her commitment to supporting the CIOL's regional networks and societies. She was impressed by the network's achievements in its first full year of existence and hopes that this model, characterised by informality, flexibility and member participation, will be repeated in other regions across the UK.

Jane briefed participants on the changes brought in over the year:

- **Membership structure:** now includes more pre-professional grades, resulting in a significant increase in membership over the year.
- **Divisions and societies:** volunteers now receive more centralised support (administration, payments, membership data etc.).
- **Language partners scheme:** 11 universities have signed up since its launch – none in the Midlands yet but that is in the pipeline.

She also indicated that the priorities for the coming year were to promote member engagement and to encourage all members eligible for Chartered Linguist status to seriously consider applying. Chartership is a way to position linguists among the other chartered professions. She closed her address with an invitation to all members to get in touch with their comments and questions at any time.

#### 4. Minutes of Inaugural Meeting

A report of the inaugural meeting (April 2016) is available on the CIOL website. The meeting set out the purpose of the network, which is to support linguists, provide networking opportunities and to encourage members' participation in choosing and organising our events.

#### 5. Matters Arising

None.

#### 6. Treasurer's Report

In the year 2016-2017 the Network received £0 and spent £0. This is because our policy was to plan events that were free or where each participant could pay directly.

For the year 2017-2018, the CIOL has made available a small budget for Midlands Network's events (e.g. room hire, speaker's fees). They have also introduced a new set of financial guidelines to facilitate our access to these funds.

## 7. Adoption of the Terms of Reference (circulated in advance)

Proposed by: Peter Baron

Seconded by: Jane Martin

Objections: None

## 8. Election of Officers

The results of the elections were as follows:

Position	Officer	Proposed by	Seconded by
Chairman	Jane Martin	Peter Baron	Magdaléna Patemanová
Treasurer	Graeme Hunter	Peter Baron	Magdaléna Patemanová
Secretary	Eleanor Bridgwood	Peter Baron	Magdaléna Patemanová
Liaison Officer	Joanna Mos	Jane Martin	Eleanor Bridgwood
Events Co-Ordinator	Peter Baron	Eleanor Bridgwood	Graeme Hunter

The election of officers led to a discussion of opportunities for liaison between linguists and potential clients (both agencies and direct clients), and a need to raise our profile as professional linguists. Chartership was suggested as a potential means to achieve this, along with the Member Check function on the CIOL website.

## 9. Forthcoming Events

All members were encouraged to propose events and/or get involved in the organisation thereof, whether members of the Committee or not. The events currently being planned are:

- **Christmas Social:** An evening at Amantia Spanish restaurant including a flamenco show. We will need to ask people for a deposit in order to book as the restaurant tends to be busy, especially in the run-up to Christmas. An online poll will be organised to find the date that suits the most people and to gauge numbers.
- **Skills Swap (16<sup>th</sup> November):** An opportunity to share our areas of expertise and get a second opinion on our marketing materials, social media profiles etc. Jane Galbraith will investigate whether the BT Champions may be able to help and Joanna Mos will find out about the Google Digital Garage.

## 10. Any Other Business

- How are members notified of events? Information on CIOL website and sent out through member invitations and the monthly update, and also publicised on the Network's LinkedIn and Twitter profiles.
- If anyone knows a Portuguese teacher in the Melton Mowbray region, please contact Delwen.
- Robin asked if anyone worked as an interpreter for the police, as he is preparing his dissertation in that area.
- Anna Maria Ruchalowska suggested that the CIOL organise workshops for clients on how to work effectively with interpreters. Jane Galbraith took note of the proposal and pointed out that that sort of information for clients is available on the CIOL website.
- Jane Galbraith will collate data regarding the locations of our members around the Midlands region so that we can plan events in places where there are concentrations of members.

**Meeting closed at 1.15 p.m.**