

## Minutes of the Annual General Meeting held in Edinburgh on Saturday 25 November 2017 at 1500 hours

**Present:** Paul Kearns (Chair), Marjorie MacRae (Treasurer), Eneida Garcia Villanueva and Pat Baxter (Committee members), 7 members of the Society.

### 1. Welcome and apologies for absence

Paul Kearns welcomed members and visitors to the meeting. Apologies were received from Mhairi Young.

### 2. Approval of minutes of the 2016 AGM

The minutes of the meeting held in Glasgow on 19 November 2016 were approved without amendment, their adoption having been proposed by Marjorie MacRae and seconded by Anne Withers.

### 3. Chairman's report

a) Paul Kearns reported first on the range and number of events held over the last year which included speakers **Prof. Katrina Strani-Jefferson** on **Multi-lingual democracies** (November 2016); **Prof. Paul Bishop** on **Do languages really mean business?** (May 2017); **lawyer-linguist Sue Leschen** on **Confidentiality issues for interpreters and translators** (September 2017); and **Prof. Bernie O'Rourke** on **Who has the authority to speak?** (today's meeting). The February 2017 talk was cancelled because of the speaker's illness but is rescheduled for next year, when it will also be translated into BSL. In addition to the regular events, two CPD sessions were also held under the theme **Marketing for Linguists (Alba Sort)**. The Society continues to offer a wide range of topics intended to appeal to the broad interests of our membership.

b) There have been increasing numbers of attendees at our regular events. We believe this is owing to the quality and high standard of these; their appeal to a varied demographic including students and career linguists; the wide distribution throughout Scotland of our newsletter detailing coming events; use of the

Eventbrite platform for bookings and promotions; wider publicity through university and other related bodies; and through our Twitter account (currently 352 followers).

c) The Scottish Society was also involved in supporting related events such as Heriot-Watt University's **Starting work as a translator and interpreter** (Feb 2017); **Smart Choice German Network** (March 2017); **The Language Show** (March 2017, Glasgow); **Languages lost and found** (March 2017, part of the Being Human Festival), all of which have presented opportunities to raise the Society's (and therefore CIOL's) profile.

d) Much of the committee's activity this year has revolved around the changes initiated by CIOL, which aimed to align its own activities with CIOL's strategic goals, and included other changes from finances to promotion. As a direct result, members of CIOL living in Scotland are now automatically members of the Scottish Society and as such have increased Society numbers from 50 to 260 in August 2017. However, only members of CIOL will be able to hold office or have voting rights. More details will emerge when the new Terms of Reference (ToR) are outlined in item (6).

e) The chairman expressed his sadness at the loss of three long-term members, Gordon Stuart, Ruth Serton and Grahame Martin – their expertise, knowledge and experience will be greatly missed.

f) The chairman also expressed his thanks to the committee – Marjorie MacRae, Treasurer, and longer-term members Pat Baxter and Mhiari Young, as well as more recent member Eneida Garcia Villanueva who joined last year and whose energy and professionalism have so successfully promoted our events on Eventbrite and Twitter.

g) He also would like to encourage more members to take an active part in the **Society's affairs** – writing content for the newsletter or web pages; acting on the committee; helping to plan, promote and or host events, for example. The Scottish Society is one of the most active, but needs more help to maintain this profile. Please contact Paul if you feel you could offer any specific skills or help out at events.

#### 4. Treasurer's report

(a) Marjorie MacRae reported that first and foremost the report this year would take a completely different format, because of changes brought in to centralise financial activities. Basically the changes are:

(i) the Society will no longer operate its own bank account locally;

- (ii) a budget will be set centrally from which claims will be authorised by our treasurer for payment from our allocation;
- (iii) payment will be made by a firm of accountants by bank transfer;
- (iv) a monthly management report will be issued to us for monitoring and accuracy purposes.

(b) Our budgeted allocation for the current financial year is £1550 (sufficient to enable us to continue to recruit speakers from a distance and to use the city centre hotels that are so vital to a far-flung membership such as ours, for our meetings). It will also mean that we can continue to offer free attendance at our events.

c) The local accounts at handover recorded a surplus of £586.29, a very satisfactory outturn for the end of our financial year in August 2017.

d) Adoption of the Treasurer's report and accounts was proposed by Simon Oladjins and seconded by Eneida Garcia Villanueva.

## 5. Election of committee for 2017–18

a) There being no immediate response to calls for volunteers to stand for committee positions, it was proposed that Marjorie MacRae, Pat Baxter (co-opted), Mhairi Young and Eneida Garcia Villanueva should stand again as committee members with Paul Kearns as chair, and that the committee as above, should be re-elected *en bloc*. Approval of this was agreed by all members in attendance at the meeting. There were no abstentions.

b) The full committee for 2017–18 is therefore:

Chairman	Paul Kearns
Treasurer	Marjorie MacRae
Secretary	Eneida Garcia Villanueva
Ordinary members	Pat Baxter and Mhairi Young

## 6. Review of new CIOL terms of reference for societies

(a) Copies of the new ToR were distributed to the meeting, however, these would go to the Council in January 2018, and would be voted on at next year's AGM.

(c) Most of the changes affecting us would be regarding membership; other changes we are already operating, but this document would formalise them.

(d) Any comments on the new terms should be fed back to our chairman, Paul Kearns, for submission centrally.

## 7. Any other business

(a) Simon Oladjins raised the issue of events attendance for Aberdeen members, noting that no events are currently proposed for that location. It was suggested that he should explore what the likely attendance numbers might be for an event held in Aberdeen, and to find out if there are local members who could help with finding suitable venues and speakers, preferably local ones.

(b) Paul Kearns mentioned the Committee had agreed to look at conducting a membership survey to ascertain what members most require from their membership.

(c) Paul Kearns suggested that students should be encouraged to join the Higher Education Language Partnership, and indications were that Glasgow University was exploring possibilities.

(d) Anne Withers mentioned that her name appeared to have fallen off the membership list. Cynthia Stephens indicated that email addresses were not visible on a PC but can be obtained by telephone. Paul Kearns will investigate.

(e) Eneida Garcia Villanueva confirmed that it was not necessary for their university to be a member before students could join individually.

8. The meeting closed at 15.55.