



**MCTLC Board Meeting Minutes
Spring Meeting - Shoreview Library
April 11, 2015**

Present: Marjie Hay, Kay Edberg, Jenny Johnson, Jen Duronio, Ayumi Stockman, Martin Pflug, Allison Spenader, Denise Phillippe, Lisa Pérez, Grant Boulanger (via Skype), Kim Miller, Mary Throd, Cassandra Glynn (via Skype), Jorge Oconitrillo, Brooke Carlson

Meeting convened at 1:16 P.M.

1) Introductions and Welcome (Kay Edberg, president)

a) Description of agenda

2) Minutes from February 21, 2015 (Kay Edberg)

Motion to approve appended minutes: Allison Spenader

Second: Ayumi Stockman

Approved

3) Treasurer's Report (Kim Miller) -

a) Quarterly Report Year end - 1/1/15 to 12/31/15

- i) Advertising expenses are up due to printing of postcards for Central States' promotion and printing of extra MCTLC brochures
- ii) Discussion held about which budget category to include these expenses
- iii) Kim to make changes and share at next meeting

Motion to approve Budget Quarterly Report: Allison Spenader

Second: Jen Duronio

Approved

b) **2015 Budget Expenses**

- i) **Central States Conference:** More was budgeted due to expected Central States Conference income
 - (1) Central States brought in approximately \$5000
- ii) **Professional Activity -**
 - (1) More funds have been allocated to other travel expenses for this fall (ACTFL in San Diego) since there were no travel expenses for this year's Central States Conference

Motion to approve Budget Quarterly Report: Lisa Perez

Second: Jenny Johnson

Approved

4) Central States Conference 2015

- a) 1230+ total attendees
- b) 500+ MN attendees
- c) 45 new MCTLC memberships (6 months)
- d) \$4000+ sent from Central States Board to MCTLC (\$10 per MN attendees)
- e) Note of appreciation from Central States sent to MCTLC
- f) Discussion held on when Central States might back to MN
- g) Mary Thronnd has been elected to Central States Board
- h) CLV Recognized for their wonderful support & participation at conference
- i) Thank you notes written by Kay on behalf of MCTLC sent to: Anita Ratwik, Committee Chairs, Patrick Raven, and Central States' Board

5) Advocacy (Mary Thronnd)

- a) MN article featured in latest Language Educator (ACTFL Publication) - written by Mary Thronnd
 - i) article highlights the collaborative spirit of state language advocates in MN (CLV, MDE, MCTLC, NNELL, AATs, CARLA).
 - ii) 4 priorities of MN State Advocacy Plan: *discussion held of two
 - 1) encourage the passing of a graduation requirement of world languages for districts across MN - contacts with superintendents will be a future priority
 - 2) bilingual seal of biliteracy & world language certificate for students
 - iii) CARGILL is leading the push to lesson the trade embargo with Cuba
 - iv) Mary to attend JNCL-NCLIS conference in May in Washington D.C.
 - v) Mary shared Bill Rivers' current initiatives to promote world languages
 - vi) Martin Pflug and Mary Thronnd shared their efforts to support higher education language requirements

6) Membership Report (Jenny Johnson)

- a) Board Member Contacts:
 - i) Please make sure contact information on website is correct
 - ii) Send an email to membership@mctlc.org (Jenny Johnson) with the following information: *for contacting you during the summer
 - Name
 - Personal Phone Number
 - Home Address
 - Personal Email
- b) 211 Regular MCTLC Members
- c) 28 Full Time Students (part of the 211)
- d) 477 lapsed memberships: Jenny Johnson requests assistance
- e) Current Membership Initiatives:
 - Continue clean-up of database
 - Continue input of contacts from CLV list (1/3 of 1700+ done already by Brooke Carlson)
 - Request to take time @ summer retreat to work on contacting lapsed members
 - Make a personal contact with 45 new members received from Central States Conference; Martin mentioned printing postcards with MCTLC logo to be used for multiple purposes throughout the year

7) April Workshops Update (Kay, Ayumi, Lisa)

- a) April 11th: World Language Certificate / Seal of Biliteracy Information Session
 - 1) 24 paid participants
- b) April 25th: Rochester Workshop
 - 1) 3 paid attendees; an eblast needs to be sent to advertise the workshop;
 - 2) Total Approximate Cost: \$400 (\$700+ expense was last year for Barb Cartford)
 - Presenter Stipend, Mileage, Hotel, Food

8) iFLT Workshop (Grant) <https://tprstorytelling.com/conference/>

- a) Focuses on teaching with comprehensible input
- b) Live students in each workshop/session
- c) \$389 for a regular participant
- d) Dates: July 14-17
- e) 5 registrations gratis to MCTLC members (help with set-up; promotion)
 - Board Members Interested: Mary Thron, Marjie Hay, Jen Duronio, Brooke Carlson, Jenny Johnson
- f) Carol Gaab: offered MCTLC a space to promote our organization, shared contact database
- g) to be held in Grant's District 622; space is limited; 18 countries represented

9) Fall Conference 2015

- a) *October 23-24 @ Earle Brown Heritage Center, Brooklyn Center*
- b) *Theme: Educating Global Citizens*
- c) *Keynote & Saturday Workshop: Stacie Berdan, Author of Raising Global Children*
- d) Advertising: Postcard to arrive last week of August in teacher mailboxes
- e) Discussion held on how to encourage administrators to come to keynote and perhaps specialized sessions; Kim discussed having an administrator from an experienced K-12 world language district program speak or present a session; Jorge suggested giving a free copy of Stacie Berdan's book to superintendents who attend; Ayumi discussed her new world language coordinator organization: MNCOWL (Minnesota Coordinators of World Languages) that might be able to reach out to school administrators and invite them to our conference;
- f) *Exhibits*: Lisa Perez volunteered to help out as Exhibits' Chair this year; discussion held on how to encourage vendors who sell things to come to our conference; consideration: allowing exhibitors to pay either the \$240 fee or a % commission on products sold; discussion tabled to be continued in a sub-committee discussion via email before the summer retreat
- g) *Session Proposals*: Program Chair Martin Pflug
 - 1) 19 so far (deadline is tomorrow)
 - 2) discussion held on how long to extend the session proposals until 17th of April
 - 3) personal emails suggested to be made between now and Friday (past presenters, exhibitors, notable educators)
- h) *Awards*: Chair Allison Spenader
 - 1) Eblasts to start going out soon to advertise the awards
- i) *Deadlines*: September 15 - Early Registration; October 8 -Regular Registration

10) Upcoming MCTLC Meetings & Dates:

- a) iFLT Conference: July 15-17
- b) Summer Retreat - August 4th & 5th
Location: Metro Region

Move to adjourn: Mary Thron
Second: Marjie Hay
Meeting adjourned at 3:57 P.M.

Minutes submitted by Marjie Hay