

Minutes of Annual General Meeting

Room Z, JMS Aster Plaza, 4-17 Kato-machi, Naka-ku, Hiroshima, Japan
3.30pm to 5.00pm — Thursday 7 September 2017

1. Welcome

Called to order at 3:35pm.

The Incoming Chair (Alexis Siteine) advised the meeting that the Chair, Cresantia Koya-Vaka'uta had apologised for not being able to attend the Hiroshima conference and the AGM.

The Incoming Chair read a statement from the Chair asking that the Incoming Chair act as Chair for the Executive Meeting and the Annual General Meeting. The Chair also expressed her appreciation for the Incoming Chair agreeing to fulfil this role and extended her hope that the conference would be a welcome opportunity for collaboration.

The Acting Chair introduced members of the Executive.

The Acting Chair advised that the meeting would be run according to business procedure. Motions would be proposed, seconded and then either supported or not supported by financial members.

2. Attendance and Apologies

The Executive and approximately 33 members attended the meeting.

Apologies were received from Executive members — Cresantia Koya-Vaka'-uta (Chair), Niusila Faamanatu-Eteuati (member of the Executive Committee) and Elizabeth Rata (PCC Editor and Honorary Member).

Apologies were received from Byong-Sun Kwak (Honorary Member), Ernesto Rangel (Honorary Member), Steven Thorpe (Honorary Member), Donald Young, Kathy Berg (Honorary Member), Carol Mutch (Honorary Member) and Bridget O'Regan.

3. Minutes of 2016 AGM

The Acting Chair asked members to review the Minutes of the 2016 AGM. The Acting Chair (Alexis Siteine) moved that the Minutes be accepted. Seconded Sandra Darling. Carried.

4. Reports

4.1 Treasurer's Report (Lori Ward)

A copy of the Treasurer's report, including a supplement, was distributed to all members. The supplement explained key issues, specifically:

- the transition to fiscal year reporting
- registration as a non-profit organisation
- direct deposit of royalties received from EBSCO.

The Treasurer advised that the report was prepared for the period April 1 2016 to March 31 2017. The Beginning balance for the period was USD25,687.52. The Ending balance was USD37,172.90. Total Credits were USD14,828.00 and Total Debts were USD3,342.62.

The Treasurer provided a **proposed budget for the period April 1 2017 to March 31 2018**. The Beginning balance was USD37,172.90. The Ending balance was projected to be USD36,252.31. Projected Total Credits were USD3,775.00 and Total Debts were USD3,944.51

The Treasurer (Lori Ward) moved that the Treasurer's Report be accepted. Truc Nguyen seconded. Carried.

4.2 Editor's Report (Alexis Siteine)

A copy of the Editor's report was distributed to all members.

The PCC Editor (Alexis Siteine) moved that the Editor's Report be accepted. Sandra Darling seconded. Carried.

4.3 Secretariat Report (Truc Nguyen)

A verbal report was presented. Key activities were shared.

4.4 Membership Report (Marcia Rouen)

A verbal report was presented. The organisers of the Saipan PCC conference advised that 196 membership fees were collected. One membership fee was paid online. Total number of members for the period July 2016 to September 2017 was 197 members.

Following the Hiroshima PCC conference, the convenor will advise the Secretariat of the number of membership fees collected for 2017.

5. PCC Project Reports

5.1 Fishing in the Pacific (Lori Ward)

Fishing in the Pacific is a PCC project approved in 2013 at the 37th Annual Conference (Hawaii). It involves an updating of a 1980s project.

A verbal report was presented. Ongoing activities include a review of the materials, a plan to align the materials to contemporary curriculum documents, and a proposal for a longer work session at the next PCC conference.

5.2 Global Digital Citizenship (Truc Nguyen)

Global Digital Citizenship is a PCC project approved in 2013 at the 37th Annual Conference (Hawaii). The project aims to extend the original report undertaken by David Grossman and Kerry Kennedy. The project is expected to be finalised in 2018.

A verbal report was presented. Current activities included development and review of a survey tool.

5.3 Relationship building (Barbara Shin)

Relationship building is a PCC Executive Committee outreach project. Working group members identify organisations aligned to the mission of the PCC. Invitations to future PCC conferences will be forwarded to each group.

A verbal report was presented. Ongoing activities include identification of organisations, contact people and email addresses.

The Acting Chair expressed appreciation to the Convenors for their commitment and collaborative approach to progressing these projects.

6. PCC Awards and Recognition

At each PCC conference, the conference convenor/s and their committee recognise leading educators to receive PCC awards.

The convenors of the Hiroshima conference presented the **Peter Brice Award** to Akira Ninomiya, Professor Emeritus of Hiroshima University. The **Neil Baumgart Lecture** was also presented by Akira Ninomiya.

The Acting Chair expressed appreciation to the Convenors (Masashi Urabe and Chie Nakajima) for their organisation of the conference.

7. Election of Officers/Executive Members

The Acting Chair advised the meeting that nominations for PCC Executive Committee positions would be accepted from the floor. The Acting Chair identified the positions that were up for election and their terms, specifically:

- Incoming Chair (position comprises a two year term as Incoming Chair followed by a two year term as Chair)
- Secretary (two year term)
- Treasurer (two year term)
- three Executive members (two year term)
- one Executive member (one year term)

Election of Incoming Chair

Alexis Siteine nominated Rosilyn Carroll as Incoming Chair. Seconded Sandra Darling.

Lori Ward nominated Richard Seder as Incoming Chair. Seconded Shiwlan Doong.

Each nominee was invited to address the meeting.

Vote by ballot.

Vote was tied.

The Acting Chair called on PCC Honorary Member, John Gore to provide advice about resolving a tied vote.

John Gore advised the meeting that there was no By Law restricting the Chair from voting in the election of members of the Executive. He also advised the group that according to precedence (this is in accord with common business meeting procedures) the Chair was able to vote in the election of an Incoming Chair.

John Gore advised the Chair that she was responsible for a making a decision.

John Gore asked the meeting if anyone did not agree with this approach, they should speak now.

There was a response from Sue York asking for further clarification.

The Acting Chair announced she would follow the advice provided by John Gore, and shared her decision.

Rosilyn Carroll elected as Incoming Chair (2017-2019) and Chair (2019-2021)

Election of Secretary

The Acting Chair advised the meeting that the Executive Committee nominated Marcia Rouen to the position of Secretary. Seconded Lori Ward.

No other nominations were received. Nominations closed.

Motion to elect Marcia Rouen as Secretary. Moved Rosilyn Carroll. Seconded Barbara Shin. Carried.

Marcia Rouen elected as Secretary (2017-2019).

Election of Treasurer

The Acting Chair advised the meeting that the Executive Committee nominated Lori Ward to the position of Treasurer. Seconded Di Dunlop.

No other nominations were received. Nominations closed.

Motion to elect Lori Ward as Treasurer. Moved Sandra Darling. Seconded Jenny Curtis. Carried.

Lori Ward elected as Treasurer (2017-2019).

Election of Executive Committee members

John Gore moved a procedural motion that there be one election for Member of the Executive Committee with the person receiving the fourth highest vote, to serve the one year term. Seconded Truc Nguyen.

The Acting Chair advised the meeting that the Executive Committee nominated Jenny Curtis to the position of Member of the Executive Committee. Seconded Di Dunlop.

The Acting Chair advised that the Executive Committee nominated Chie Nakajima to the position of Member of the Executive Committee. Seconded Rosilyn Carroll.

Truc Nguyen nominated Niusila Faamanatu-Eteuati to the position of Member of the Executive Committee. Seconded Sandra Darling.

No further nominations received. Nominations closed.

Motion to elect Jenny Curtis, Chie Nakajima and Niusila Faamanatu-Eteuati as members of the Executive. Moved Alexis Siteine. Seconded Rosilyn Carroll. Carried.

Jenny Curtis, Chie Nakajima and Niusila Faamanatu-Eteuati elected as Members of the Executive (2017-2019)

The Acting Chair congratulated those elected and thanked the following Members of the Executive who were stepping down for their service:

- Shiowlan Doong
- Masashi Urabe
- Laura Ortiz.

8. Nominations for Honorary PCC Membership

The Acting Chair advised that the Executive Committee had no nominations for Honorary Membership.

9. Conference Reports

2017 Hiroshima Conference Report

The convenors (Masashi Urabe and Chie Nakajima) advised that the conference had 66 registrations, including:

- 45 PCC members were attending the conference
- 6 Honorary Members had registered
- 3 students were attending the conference
- 3 local educators were attending the conference
- 3 local participants were attending the conference

The convenors advised that 48 Abstracts had been received with 15 withdrawn, and 33 papers and 2 project sessions presented.

The Acting Chair congratulated the convenors for their organisation of a successful conference.

The Acting Chair expressed her appreciation to the graduate students for their service and contribution to the smooth running of the conference.

2018 St Paul & Minneapolis Conference Report

The convenors (Rosilyn Carroll and Barbara Shin) advised the PCC conference would be held at the University of Minnesota, College of Education and Hamline University. A committee had been established to plan the conference.

The convenors showed a video presentation that provided highlights of the location and features of the program, which can be accessed from the conference webpage — www.pcc2018conference.org

The Convenors advised that:

- the call for papers would be advertised following the Hiroshima conference with a closing date of 31 December to enable Abstracts to be reviewed and advice forwarded by the end of February

- registration for the St Paul and Minneapolis conference would open on 15 September 2017
- early bird registration (USD 350) would close at the end of March 2018
- registration (USD455) would close at the end of June 2018
- rate registration (USD495) would close on 18 July 2018
- registration includes PCC Membership, a meals package and Awards Dinner
- the Executive Committee would meet 18 July and for a half day on 22 July
- the conference opening on 18 July coincides with Nelson Mandela Day
- the conference will be held on 19 & 20 July at the Commons Hotel on the campus of the University of Minnesota which can be accessed by train, and on 21 July at Hamline University
- accommodation (conference rate) would be available at the Commons Hotel but needed to be booked prior 4 June 2018

10. **New business** — None

11. **Other business** — None

12. **Close**

The Chair thanked members for their attendance at the meeting.

Members were invited to meet again in *St Paul & Minneapolis*.

Meeting closed at 4.45pm