

# Minutes of 2021 Annual General Meeting

Conducted online

Saturday 24 July

- Minneapolis - 6:00pm to 7:30pm
- Colima - 6:00pm to 7:30pm
- Medford - 4:00pm to 5:30pm
- Honolulu - 1:00pm to 2:30pm

Sunday 25 July

- Auckland - 11:00am to 12:30pm
- Brisbane - 9:00am to 10:30am
- Sydney - 9:00am to 10:30am
- Hagatna - 9:00am to 10:30am
- Kyoto - 8:00am to 9:30am

## Welcome

The Chair opened the meeting.

The Chair advised that the meeting would be run according to business procedure.

The Chair thanked the Executive - John, Alexis, Lori, Marcia, Jackie, Jenny, Chie, Manutai, Ernesto and Junichi - and Truc from the Secretariat for their commitment to the PCC.

The Chair advised that the online meeting would include an election of office bearers, and that the presentation of reports would involve key changes being identified.

## 1. Message from the Chair

The Chair reported on key activities related to *Leadership, Representation and Operations* undertaken since the last AGM.

For Leadership, the Chair reported:

- Promoting the visibility and viability of the PCC
- Leading nine online Executive Committee meetings, including the calling of two extraordinary meeting
- Building a cohesive and stable team; a focus on capacity building
- Overseeing operation of the Executive committee, sub-committees and the Secretariat.
- Updating the PCC By Laws
- Initiating, designing and developing a strategic plan

For Representation, the Chair reported:

- Delivering the first online Annual General Meeting
- Supporting the Asia Education Teachers' Association to conduct the first online Awards Presentation
- Managing communications, safety and governance processes arising from the postponement of the 2020 conference and the cancellation of the 2021 conference

For Operations, the Chair reported

- Delivering communications to PCC members
- Strengthening operational systems
- Memorialising reports and materials
- Supporting the continuation of the Pacific Asia Education journal

## 2. Attendance and Apologies

Twenty five members, including the Executive Committee were in attendance.

- Pep Baker
- Jackie Balajadia
- Ros Carroll
- Jennifer Curtis
- Di Dunlop
- David Grossman
- Antonia Ivanova
- John King
- Manutai Leaupepe
- Jenny Lewis
- Carol Mutch
- Akira Ninomiya
- Thanh Truc T. Nguyen
- Billy Osteen
- Chie Nakajima
- Robert Jon Peterson
- Ernesto Rangel Delgado
- Marcia Rouen
- Susan Crosbie
- Barbara Shin
- Amy Shumin-Chen
- Alexis Siteine
- Junichi Tanaka
- Steve Thorpe
- Masashi Urabe
- Lori Ward

Apologies were received from:

- Jill Carroll
- Vinesh Chandra
- Rose Chu
- Niusila Faamanatu-Eteuati
- Deborah Zuercher

### **3. Minutes of 2021 Annual General Meeting (AGM)**

A copy of the Minutes of the 2019 AGM had been distributed prior to the meeting.

The Chair invited members to ask questions or suggest revisions to the Minutes of the 2019 AGM. No revisions were suggested.

Di Dunlop moved that the Minutes be accepted. Seconded Manutai Leaupepe. Carried.

### **4. New business**

#### **4.1 Bylaws**

Executive member Jennifer Curtis explained the reasons for updating the By Laws, for example:

- closer alignment to current, but evolved, vision and mission (purpose)
- inclusion of “incorporated non-profit 501c” component
- AGM conduct of business more defined
- role statements for committee members updated

- general tidy up of language and grammar.

Over a period of four years, the process for updating the By Laws has involved:

- formation of a sub-committee
- consideration of issues, drafting of new text, discussions with the Executive committee, and further revisions
- inclusion of all executive committee members and the secretariat in the process

A first reading of the By Laws occurred, with reasons for particular changes outlined. A question was asked about procedures for dealing with issues where members have brought the PCC into disrepute.

Executive member Jennifer Curtis outlined a process for approving updates to the By Laws:

- First reading: present the proposed amendments and rationale for changes
- Questions from members ...
- Amendments to the amendments in writing over the next 7 days, for an online vote to members present at the 2021 AGM within 28 days of the AGM
- Second reading at the 2022 AGM (four week's notice) with accepted amendments from members
- Vote on changes to constitution at the 2022 AGM (2/3 majority vote of those present)

Alexis Siteine moved that the process for approving updates to the By Laws be accepted. Seconded Carol Mutch. Carried.

#### *4.2 PCC Strategic Plan*

Executive member Jackie Balajadia outlined the process for developing the strategic plan, including:

- conducting member survey conducted following the 2019 Guam conference
- reporting to the Executive Committee on deliberations
- gaining endorsement of the Executive Committee for draft goals, priorities and key actions on November 14, 2020:
  - Goal #1: Support the retention of new and current members
  - Goal #2: Foster inclusive and representative leadership
  - Goal #3: Support collaboration both internally and externally
- forming a writing group comprised of current and former members of long-standing will translate goals, priorities and key actions into a draft strategic plan for consultation and review during 2021-22
- presenting a Strategic Plan at the 2022 AGM

An invitation for PCC members to join the sub-committee was extended.

## **5. Reports**

### *5.1 Treasurer's Report (Lori Ward)*

#### *Report for 2020–2021*

The Treasurer advised that the report was prepared for the period April 1 2020 to March 31 2021.

The beginning balance (1 April 2020) for the period was USD42,484.51. The ending balance (31 March 2021) was USD40,448.00.

#### *Proposed budget for 2021-2022*

The beginning balance (1 April 2021) was USD40,448.00.

- Credits: membership dues, journal royalties, return of seed money
- Debits: secretariat fees, internet services, awards, journal production (2 volumes), scholarships, seed money for future conference(s), bank fees, filing fees

The ending balance (31 March 2022) was projected to be USD36,632.23.

The Chair invited questions. No questions were asked.

Di Dunlop moved that the Treasurer's Report be accepted. Susan Crosbie seconded. Carried.

### *5.2 Journal Editor's Report (Alexis Siteine)*

The Journal Editor advised that:

- insufficient articles received for a publication in 2020 with three articles accepted for publication in 2020 to be published in in Volume 32, 2021, and no funding sought from PCC
- for Volume 32, 2021, 5 articles had been accepted for publication, with 2 articles under review
- for Volume 33, 2022: Special issue - Education in Turbulent Times, there was a call for papers: <http://www.pacificcircleconsortium.org/pae-journal.html>

The Journal Editor extended appreciation to those who supported the journal.

Lori Ward moved that the Report be accepted. Jenny Curtis seconded. Carried.

### *5.3 Secretariat Report (Truc Nguyen)*

A report outlining the role of the Secretariat and the history of the position was presented.

Key activities were:

- Supported communications, including Executive, Membership, Journal
- Updated website
- Advised on events and planning
- Arranged online meeting logistics
- Assisted with records keeping

The Chair invited questions. No questions were asked.

The Chair thanked the Secretariat for the support provided to PCC members.

### *5.4 Membership Report (Marcia Rouen)*

For period 2019-2021, there are 49 members + 21 Honorary members, including:

- 40 paid membership as part of their registration for the Guam conference
- 3 paid membership online in 2019
- 1 paid membership online in 2020
- 7 paid membership online in 2021 (two were 2019 attendees)
- 21 Honorary members (see list on the PCC website)

Members were advised that the Executive Committee had supported the Motion "to offer a special, discounted one time \$USD50 membership to PCC members for the 2021-2022 membership year"

## **6. PCC Project Reports**

Executive member Ernesto Rangel Delgado and guest Anotnia Ivanova advised members of the forthcoming publication of the book *Knowledge Society and Education in the Asia-Pacific - Recent Trends and Future Challenges* which includes a chapter - 'A Call to Examine Civic Discourse and Engagement in the Asia-Pacific in an Online World – written by Ernesto.

The Chair advised Members that ideas for Projects are welcome. A framework to guide the development of Project Proposals is available.

## **7. PCC Awards**

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

Marcia Rouen advised that an online Awards presentation had been held to honour:

- the 2021 Neil Baumgart Lecture Awardee - Max Quanchi
- the 2021 Peter Brice Awardee - Vinesh Chandra

## **8. Conference Reports**

### *8.1 2019 Guam Conference Report*

Jaclyn Balajadia advised that participants had responded positively about the conference experience, particularly in relation to venue, organisation, conference theme, program, presentation of papers and outcomes.

### *8.2 2020 + 2021 Brisbane, Australia Conference Report*

Marcia Rouen advised PCC members that the conference host – the Asia Education Teachers' Association – had invested much time and effort in developing both face to face and online models to deliver the 44th Pacific Circle Consortium Conference.

The reasons the Association withdrew its bid included:

- o the ongoing uncertainty surrounding the pandemic;
- o increased workload pressures limiting the volunteer time that could be devoted to the organisation and delivery of the conference;
- o member skill sets not corresponding with the skill sets required to organise and deliver a complex, international online conference;
- o difficulties in incorporating a presentation about Aboriginal peoples and Torres Strait Islander peoples online given protocols guiding their involvement; and
- o interruptions to the occurrence of regular face-to-face planning meetings due state government devised travel restrictions.

### *8.3 Future PCC conferences*

The Chair advised PCC members that expressions of interest for hosting future conferences (in person, online, hybrid) were welcome.

## **9. Election of three Members of the Executive**

The Chair thanked all members of the Executive Committee for their service.

The 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); and
- three Executive members (two year term).

The Chair advised that the following positions would continue:

- Chair
- Outgoing Chair
- Editor
- three Executive members (2019-2022)

The Chair advised that:

- nominations had been received prior to the meeting, with a statement blurb provided
- nominations would be accepted from the floor
- nominees would be asked to speak to their nomination
- each financial member attending the AGM would receive an email with instructions on how to cast their vote
- the Secretariat and Executive Committee member Jennifer Curtis (who was not involved in the election process) would oversee the count.

#### *Election of Executive Committee members*

The Chair advised that nominations had been received from:

- Pep Baker (nominated by John King)
- Jenny Lewis (self-nominated)
- Bill Osteen (nominated by John King)
- Robert Jon Peterson (self-nominated)
- Masashi Urabe (nominated by Chie Nakajima)

The Chair asked for nominations from the floor. There were no nominations.

The Chair closed nominations.

The Chair announced that Pep Baker, Robert Jon Peterson and Masashi Urabe were elected.

The Chair congratulated the newly elected members of the Executive Committee.

The Chair thanked those members of the Executive whose term had ended for their service.

The Chair thanked continuing members for their service.

#### *Election of Treasurer*

The Chair announced that no nominations had been received prior to the AGM.

The current Treasurer declined a nomination for another term.

Barbara Shin nominated Robert Jon Peterson for the position of Treasurer. Seconded Billy Osteen.

There were no nominations.

The Chair closed nominations.

Barbara Shin called for a unanimous vote to elect Robert Jon Peterson elected as Treasurer (2021-2022). Seconded Di Dunlop / Carol Mutch. Carried.

The Chair announced that Robert Jon Peterson elected as Treasurer (2021-2023).

The Chair announced that following his election as Treasurer, Robert Jon Peterson would join Thanh Truc Nguyen and Lorraine Ward as one of three signatories on the First Hawaiian Bank account.

The Chair thanked Lori Ward for her service as Treasurer.

#### *Election of Secretary*

The Chair announced that no nominations had been received prior to the AGM.

Di Dunlop nominated Marcia Rouen for the position of Secretary. Seconded Ros Carroll.

The current Secretary accepted a nomination for another term.

There were no nominations.

The Chair closed nominations.

Barbara Shin called for a unanimous vote to elect Marcia Rouen elected as Secretary (2021-2023). Seconded Di Dunlop. Carried.

The Chair announced that Marcia Rouen elected as Secretary (2021-2023).

#### *Election of Incoming Chair*

The Chair announced that there had been no nominations had been received prior to the AGM.

The Chair asked for nominations from the floor.

Ros Carroll nominated Di Dunlop. Di declined the nomination.

Lori Ward nominated Truc Nguyen as Incoming Chair. Seconded John King. Truc accepted the nomination.

There were no nominations.

The Chair closed nominations.

The Chair called for a unanimous vote to elect Truc Nguyen as Incoming Chair (2021-2023) and Chair (2023-2025). Seconded Manutai Leaupepe. Carried

The Chair announced that Truc Nguyen elected as Incoming Chair (2019-2021) and Chair (2021-2023).

Questions were raised about conflict on interest with the Secretariat also being the Chair. Discussion. It was agreed that we would look for another Secretariat while Truc is the Incoming Chair.

#### 10. Transfer to Incoming Chair

The Chair invited the Incoming Chair to commence leadership of the PCC and to close the meeting.

John King thanked Ros Carroll for her service as Incoming Chair and Chair. He welcomed new members of the Executive.

#### 11. **Nominations for Honorary PCC Membership**

The Chair advised that no nominations had been received.

**12. Close**

The Chair thanked members for their attendance at the meeting.

The Chair thanked the Secretariat for her carriage of a range of tasks and responsibilities in support of the PCC in the past year.

Meeting closed.