

Minutes of the STANZA Meeting

Wednesday, August 14, 2024

Attendees: Gloria Vázquez (Chair), Gabriela Maldonado, Cheryl van Dijck, María Lamberto, Constanza Tolosa, Virginia Frontán, and Victoria Zapata. Annelies Mead and Kerri Williams (online)

The meeting was held at AUT and began at 5:50 PM, ending at 7:55 PM.

1. Welcome

Gloria welcomed the attendees.

2. Approval of the minutes from the last meeting (July 2024)

Motion: To approve the minutes of July 2024 as circulated and shared.

Motion by: Gloria Vázquez.

Seconded by: María Lamberto

3. Additions to the agenda

- Feedback from the debate

- Film Festival (AUT)

4. Approval of Agenda and Business from the previous meeting

Motion: To approve the minutes of July 2024 as circulated and shared.

Motion by: Gloria Vázquez.

Seconded by: Cheryl van Dijck

5. Acknowledgements and thank you to Cheryl van Dijck

Gloria thanked Cheryl for her many years of service in STANZA and, on behalf of the STANZA Executive, presented her with gifts in recognition.

6. Acknowledgements to María Lamberto

The STANZA Executive congratulated María for receiving the NZALT Excellence in Teaching Award during the NZALT conference in July 2024. Her generous work towards Spanish teachers and Spanish teaching in NZ was specially noted.

7. Change of Presidency and new Executive Committee

Following the AGM held during the NZALT Conference last July, there has been a change in the presidency. Gloria noted that this is the first time the presidency will be held by a university teacher, as it has always been held by a secondary education teacher throughout STANZA's history.

Constanza added that the NZALT conference was initially more focused on university teachers and, over the years, has shifted more towards school teaching, mainly secondary education.

- President: Gloria Vázquez
- Vice President: Gabriela Maldonado
- Treasurer: Annelies Mead. Discussion ensued about access to bank accounts, and Cheryl mentioned the importance of having two active authorized members on the accounts.
- Communications Officer / Secretary: Victoria Zapata (New position)
- Membership Officer: Kerri Williams (New position)
- Webmaster: Virginia Frontán. Virginia's idea for the Early Bird was excellent, raising \$600 more than last year.

Constanza's work and ongoing contribution to STANZA was recognized and appreciated.

It is important to have an accurate record of memberships. People subscribe, but the invoice doesn't reach them. How can we achieve a more centralized process without involving too many people that could complicate things further?

Virginia suggests continuing as is, adding a date to the database, and if the date is reached, Kerri contacts the school to request payment.

The problem is that once they sign up, the website doesn't always generate the invoice, and the teacher doesn't receive it to proceed with payment.

To address this issue, Maria suggests removing the automatic sending and having Kerri manually send the invoice.

Another suggestion by Constanza is to merge school lists from one year to the next so that the invoice is generated, and they can pay it automatically without forgetting it or due to personnel changes.

At this point, they discussed creating a database of schools that offer Spanish. Constanza suggests using information from Education Counts, but it is not entirely reliable. The database should include curriculums, educational levels where Spanish is offered, city, and school contact details (not the teacher's, for privacy reasons). This would be the work of the communications officer/secretary, who would also contact the schools for Early Bird reminders and other communication.

- Executive members: Cheryl van Dijck, María Lamberto, Constanza Tolosa, and Virginia Frontán.

8. STANZA Working Rules

The current STANZA Working Rules are from 2009, following the NZALT model. These Working Rules are valid but should be slightly modified:

- Correct a handful of errors where the name NZALT was not replaced with STANZA when copied.
- Update the new roles authorized at the July 2024 AGM.

It is important to look into the boxes with old association documents to find the constitution and upload it to the website, along with the Working Rules, as a graphic testimony of STANZA's history. A record of STANZA's history, founded in 1989, could be included.

Gloria proposes that the presidency should be elected at each AGM every two years with a maximum of two re-elections and should be open to all members. Therefore, it is important to send reminders a month before the elections so members understand that being part of the STANZA committee and, in this way, more people will be willing to offer their help in this volunteer work.

Life memberships to recognize the work done by executive members.

MOTION presented by Gloria "to accept Life memberships offered to former Executive members for outstanding service and contribution to STANZA with a minimum time of 10 years."

Secunder: Gabriela.

Unanimous motion goes forward – ****MOTION ACCEPTED****

9. New STANZA representatives in the South Island

- Alison Bromley in Dunedin
- Victoria Escaip in Christchurch

Gloria will contact Victoria to renew her membership as she needs to be a STANZA member to be part of the committee.

10. Events

- Term 3 Speech Competition organized by Cheryl.

The evaluation criteria for the speech are the quality of ideas and presentation rather than language. It was decided to discuss the speech competition format at the next meeting to address the challenges posed by artificial intelligence.

11. Professional Development for Spanish teachers in the South Island at the University of Canterbury in collaboration with STANZA during the first week of November

Victoria Escaip was organizing a PD event for university teachers, but this professional development did not take place due to a lack of interest, so she wanted to use the money offered by the university to organize an event similar to the one STANZA offers at the beginning of the year. Gloria, who has been in communication with Victoria, asked if STANZA could collaborate with the University of Canterbury and, in the future, hold a teacher's event in Canterbury in November and in Auckland in February. Gloria will do workshop at the seminar.

MOTION presented by Gloria "to support the event and to donate \$300 to the PD in collaboration with the University of Canterbury to build up the STANZA membership."

Secunder: Constanza.

All those in favor – Unanimous: ****MOTION ACCEPTED****

12. Website – updates

The possibility of having a Gmail account for everyone (not very professional) or spending money and doing it through the STANZA website was discussed. It was agreed to create three new emails: info@, membership@, treasurer@. Virginia believes that the emails are provided by the host and will investigate.

It was agreed that regular emails should be written. Gloria will write an introductory email to introduce herself as the new President and the new executive, and Gabriela will

review it before sending it. Both will also be responsible for writing a quarterly newsletter. Constanza offers an old model.

This year, the download of exams by schools went very well.

Gloria commented that the DELE information on the STANZA website is very good but not appropriate to include the courses and prices offered by private institutions for DELE preparation. The same goes for travel companies, courses, etc.

Gloria proposes including information about the Film Festival in September at AUT. STANZA supports the event, which is organized nationwide by many embassies, seven this year. There is a raffle and spot prizes on the last day.

MOTION presented by Gloria "to accept STANZA's donation of \$100 to support the Latin America and Spain Film Festival to increase the visibility of STANZA."

Seconder: Kerri.

All those in favor – Unanimous: ****MOTION ACCEPTED****

13. Quiz night organized by Takapuna Grammar

Gloria has been in contact with Jack Chapman and his team at Takapuna Grammar school, and they would be willing to make the quiz national if necessary. However, the logistics right now seem a bit complicated. Therefore, it was decided that the event will carry on as planned and will ask them to apply for some financial from next year.

Gloria contacted the Japanese association, which does a similar event nationally, but has not received a response.

Gabriela mentions that staff at Kristin School did something similar during COVID and explained how it worked for them.

Constanza suggests leaving it for now and discussing it at the next meeting.

María suggests that there should be minimum requirements for STANZA to donate to projects, and these should be presented by all members at the beginning of the year.

Constanza, Annelies, and Gabriela will work on a budget in the new year.

14. Strengthening relationships and collaboration with other Language Associations in Aotearoa / Suggestions

This topic was not discussed due to lack of time and it was postponed for the next meeting,

15. Adjournment

It was agreed to hold the next meeting at the end of the year: the last week of November.

The meeting closed at 7:55 PM.

16. Next Meeting (Early December)