

Partners in English Language Learning (PiELL)  
2012 Tutor Brunch and Annual Meeting  
April 28, 2012  
Time: 11:00 a.m. – 1:00 p.m.  
Place: Lyman Gilmore School Library  
10837 Rough and Ready Hwy.  
Grass Valley, CA 95945

Myra Arstein, President of PiELL, welcomed board members, tutors and guests to our annual meeting and tutor brunch. Everyone introduced themselves and told about their involvement with PiELL and, if tutors, a bit about their students. An attendance roster maintained by our Program Coordinator, Donna Cobb, was recorded.

Attendees were invited to help themselves to some delicious food provided by our Board and to begin eating while PiELL's business was conducted.

Myra then summarized some of PiELL's accomplishments during the last year. They included: revision of our Spanish brochures, looking for a new home for PiELL, attending a Board retreat and working on the goals reached at the retreat, holding our annual Tutor-Student Potluck in September, holding tutor training three times a year, having a Nevada Union student take on tutoring for a Senior Project which is a first for PiELL, holding a very successful fundraiser dinner at Northridge Restaurant, revising our By-Laws and welcoming a new board member, Julia Carroll-Shea. Myra thanked everyone for their support of PiELL during the last year.

Myra spoke about everything that Louise Beesley has contributed to PiELL as a Board member over the last several years. Louise has decided to step down as a Board member and the Board, in gratitude for her service, presented her with a gift. We are glad that Louise will still be able to tutor and to act as our Librarian.

Myra explained to those in attendance that voting members are active tutor volunteers and board members.

#### Introduction of Annual Minutes

Nancy Guenther read the summarized minutes of the June 11, 2011, Annual Meeting of Partners in English Language Learning. Copies of the complete minutes were made available to those in attendance. Shari Coats made a motion to approve the minutes as read. Helen Kranz seconded. Motion passed.

#### Annual Financials

Kathy Mollet, Treasurer, presented the financials, providing a Profit & Loss Previous Year Comparison sheet for 2011, a Balance Sheet for 2011, and our Budget for 2012. Our net worth at the end of 2011 was \$10,833. We generally stayed within our budget but did

have increased spending on books and materials. Our budget for 2012 shows approximately \$23,000 in projected income and \$22,000 in expenses. We are performing favorably year to date. An external audit was completed with no comments. Our only paid employee is Donna Cobb, our 12 hour a week Program Coordinator. All in all, our financial outlook is positive. However, at the present, our Office is provided as an in-kind donation from Grass Valley School District. Should we have to pay for space starting in June, it will impact us financially. One way to generate more income for PiELL is through our Scrip program. A handout of PiELL financials and Scrip information and materials were made available to those in attendance and they were encouraged to participate in the program.

### Introduction of Bylaws

Kathy Mollet explained how the Bylaws were modified and brought up to date and in line with PiELL's objectives. Some of the changes that are recommended are for clarity and completeness such as changing the language under Article III to "The Board of Directors shall consist of no fewer than 6 or more than 12 members." The Bylaws also provide for staggered terms of office so not more than one-half of the terms of all Board members shall expire at once. We are also recommending a change from 3 months to 2 months in the length of time before the annual meeting that members must be notified of recommendations to fill the elected officer positions. In addition, we are adding an amendment to provide at the Board's discretion an option for all members who are unable to attend a meeting the opportunity to vote via mail or email. Copies of the Bylaws were made available to those in attendance. The Bylaws as amended were approved by the BOD at the April 25, 2012, Board meeting. Louise Beesley made a motion for the membership to formally approve the Bylaws as amended. Bev Stout seconded. Motion passed.

### Nominating Committee

Nancy Guenther, Helen Kranz and Julia Carroll-Shea serve as PiELL's nominating committee. Nancy introduced the proposed Slate of Officers and Board of Directors and asked for nominations from the membership. Having none, Nancy presented the following members for the term of April 2012 through March 2013 as follows:

### Executive Officers

Myra Arstein	President
Open	Vice President
Nancy Guenther	Secretary
Kathy Mollet	Treasurer
Bev Stout	Past President

## Directors

Judi Kreinick  
Julia Carroll-Shea

Nancy asked for two volunteers from the membership to act as tellers. Ellen Hagan and Kathy Mollet volunteered. Myra made a motion to accept the slate of Executive Officers and Directors as presented. Helen seconded. Motion passed. Kathy made a motion to vote the nominees. Helen seconded. Motion passed.

The Annual Meeting portion of our program was concluded at 12:00 p.m.

## New Resource Materials

Louise Beesley, our librarian, introduced the new materials that have been purchased for our library in response to tutor requests. She said that we are trying to afford 2 CD's for each level of English No Problem. Louise said that we have 3 new portable CD players which are available in the library. Ellen Hagan put in a plug for the Voyager series. She said it is a supplemental book that focuses on hopes, dreams and goals and is really a way to get your students speaking and expressing themselves in English. Bev Stout spoke about our new book series, Step by Step (Paso a Paso) that is for Spanish speaking students. The directions for activities in the book are presented in Spanish. This book has been very well received by both tutors and students and is available for levels 1 and 2. Shari Coats talked about Bananagrams which are essentially Scrabble type tiles which can be used in many ways. You can also order a bag of replacement Scrabble tiles for \$6 from Hasbro which is cheaper than buying Bananagrams. You can use them as a type of crossword puzzle or just to build words and talk about words that sound alike but are spelled differently, just as one example.

## Learning Activity

Each table chose a poster that had a photograph from a magazine. We chose a recorder and a reporter from each group. We brainstormed which questions we could ask our students about the photos.

A fall photograph that featured a house and garden at Thanksgiving time elicited: What holiday is this? How do you know? What season is it? What are the signs of the seasons? What are the other seasons? How are the seasons celebrated in your native country? What harvest celebrations do you have? What is the woman doing? What might be happening at the table? How? Why? With Whom? What do you like to eat for special occasions? Christmas? Birthdays? Other? Compare the house and garden with a house you have known. Who is the gardener? Tell about the family.

A coastal scene elicited: What color is the sky? Other colors? Can you find the waterfall? Point it out. Names of objects: waves, sand, ocean, trees. What season is it? How far away is this from Grass Valley? Where is the person standing who took the

picture? What kind of animals might live there? Can you swim there? Would you like to go there? Is the water calm or rough? Have you ever been to the ocean? Is this area similar to a place in your country?

A photo of a horse race elicited: What kind of day does this picture bring to mind? What kind of race? What kind of animals? What is the man carrying? What are they doing in that building? What are the riders sitting on? What is the horse wearing on his head?

Photographs are an easy item to always have in your bag of tricks and can be used with students at all levels.

### **Door Prize Drawing**

Door prizes of Bananagrams were awarded to 3 lucky tutors: Richard Tumilty, Diane Miessler and Ellen Hagan.

Myra thanked those who provided food and thanked tutors and students for attending. We had about 20 people attending including 13 tutors and 2 students besides the Board.

The Annual Meeting / Brunch was concluded at 1:00 p.m.

Respectfully submitted,

Nancy Guenther  
Secretary  
Partners in English Language Learning