

Partners in English Language Learning (PiELL)  
2013 Annual Meeting  
March 27, 2013  
Time: 2:00 p.m. – 3:00 p.m.  
Place: Houser Room  
Nevada County Supt. of Schools Office  
Grass Valley, CA 95945

Welcome and Attendance

Myra Arstein, President of PiELL, welcomed board members and guests to our annual meeting. An attendance roster maintained by our Program Coordinator, Donna Cobb, was recorded. Board members in attendance: Myra Arstein, Bev Stout, Diane Miessler, Donna Cobb, Judi Kreinick, Nancy Guenther, Julia Carroll-Shea, Mary Tassone, Kathy Mollet. Guests: Margarita Weitstock, Helen Kranz, Louise Beesley

Attendees were invited to help themselves to some coffee and delicious cookies provided by Diane Meissler and Mary Tassone and to begin eating while PiELL's business was conducted.

Introduction of Annual Minutes

Nancy Guenther read the summarized minutes of the April 28, 2012, Annual Meeting of Partners in English Language Learning. Copies of the complete minutes were made available to those in attendance. Bev Stout made a motion to approve the minutes as read. Judi Kreinick seconded. Motion passed.

2012 PiELL Accomplishments

Myra then summarized some of PiELL's accomplishments during the last year and thanked the individuals largely responsible for each. Accomplishments included:

- New Board Membership: Julia Carroll-Shea, Diane Miessler, Mary Tassone and Bob Stone (Bob has since resigned due to health.)
- New and Improved Policies and Other Documents/Surveys: Board Job Descriptions, Program Coordinator Manual of Operation (MOP), Volunteer Board Member Policy, Gift-in-Kind Policy, Document Retention and Destruction Policy, Whistle Blower Policy, Amended Bylaws, Office Use Survey.
- Events: Annual Meeting/Tutor Brunch
- Fundraisers: Northridge Restaurant (NC), Papa Murphy's (Fowler Center), Bi-Annual Newsletter
- Training – 3 New Tutor Training sessions, Tutor Coffees
- Revamping of Website
- Office search and relocation – Spring/Summer 2012
- Establishment of office Computer Lab

- Executive Board Strategy Meeting and Plans for 2013 Board
- Office search and relocation to SNCS – Fall/Winter 2012

Annual Financials

Kathy Mollet, Treasurer, presented the financials, providing a balance sheet, a snapshot of our 2013 Budget, a comparison of 2012 vs. 2011, and 2012’s performance against budget. As of 12/31/12, our financial picture was fairly healthy. We had a net worth of \$13,108. However, our revenue is going down. We no longer have Grass Valley School District’s in-kind donation of office space and we have to pay \$1800 rent for 2013. Our donations and income through grants and Scrip have also dropped by 4% over the previous year. Kathy projects a loss for 2013 of \$2,089. We will lose the Morgan Stanley grant in 2014 and will have a projected loss of approximately \$4000 for 2014. So revenue generation needs to remain our primary focus.

Slate of Candidates

The Nominating Committee this year was Nancy Guenther, Julia Carroll-Shea, Helen Kranz and Judi Kreinick. 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 March 27, 2013 through March 2014 as follows:

Executive Officers

Diane Miessler	President
Open	Vice President
Nancy Guenther	Secretary
Julia Carroll-Shea	Treasurer
Bev Stout	Past President

Directors

Judi Kreinick  
 Mary Tassone  
 Louise Beesley

Julia Carroll-Shea acted as teller. Nancy asked for nominations from the floor. There being none, Myra made a motion to accept the slate of Executive Officers and Directors as presented. Helen seconded. Motion passed. Myra made a motion to vote the nominees. Kathy seconded. Eleven voting members present voted in favor of the nominations as well as 12 votes on-line for a total of 23. No votes in opposition. Motion passed.

### Closing Comments and Presentation

Myra and Kathy thanked everyone for their support during their tenure on PiELL's Board. Nancy and Judi presented Myra and Kathy with gifts from the Board in appreciation of their commitment and years of service. Gifts were local pottery and honey.

### Computer Drawing

A drawing was held for the 3 computers available for donation to students. The winners were: Martha Quintana (Nancy Guenther's student), Marciano "Chano" Hernandez (Ray Bryar's student) and Josepha Cruz (Carol Nathan's student). It was decided that the first two names drawn would get the flat screen monitors (Martha and Chano). One of the computer setups still needs a keyboard and mouse. Action: Donna to obtain a keyboard and mouse either through a donation of used equipment or through the purchase of new ones. Donna to notify the winners' tutors that they can pick the computers up at Nancy's house or arrange for pickup at a mutually convenient time and place.

A group photo was taken of PiELL's new Board.

There being no further business, the Annual Meeting was concluded at 2:55 p.m.

Respectfully submitted,

Nancy Guenther  
Secretary  
Partners in English Language Learning