

# Meeting Title CLTA-Texas 3<sup>rd</sup> Interim Board Meeting

## MINUTES

[MEETING DATE]  
9/15/07

[MEETING TIME]  
10:00AM-11:30PM

[MEETING LOCATION]  
Via Conference Call

MEETING CALLED BY	Decided by Board members
TYPE OF MEETING	Board Meeting, CLTA-Texas
FACILITATOR	Meng Yeh (Host of Conference Call)
NOTE TAKER	Lan Graff
TIMEKEEPER	
ATTENDEES	<ol style="list-style-type: none"> <li>1. Yan Xia, 夏岩(Dallas)</li> <li>2. Huafu Bao, 包华富 (Houston)</li> <li>3. Marshall McArthur, 麦查理 (Houston)</li> <li>4. Meng Yeh, 葉萌 (Houston)</li> <li>5. Qin Riley, 张勤 (Houston)</li> <li>6. Xiaohong Wen, 温晓虹 (Houston)</li> <li>7. Yeamei Chu, 黄雅梅 (Houston)</li> <li>8. Lan Graff 张岚 (Austin)</li> <li>9. Nine-min Cheng, 周乃溟 (Houston)</li> </ol>
ABSENT	Stephen Field 田笠(San Antonio), David Ross, 罗大为

## AGENDA TOPICS

ITEM 1	<p><b>CLTA – Texas Updates</b></p> <ol style="list-style-type: none"> <li>a. Meng reported that CLTA-Texas has applied for the exemption of federal income tax, 501(c)(3) with the help of Ms. Kathryn Kucera, CPA. The application was sent to IRS on June 15, 2007.</li> <li>b. Meng reported that Texas Education Agency has adopted ACTFL OPI and WPI for the Chinese teacher certification tests.</li> <li>c. Meng reported that Institute for Chinese Language Teaching was established at Continuing Education, Rice University, through the funding of Freeman Grant.</li> <li>d. Meng reported that the current number of CLTA-Texas members is 45.</li> <li>e. Meng reported that the first workshop organized by CLTA-Texas was held on September 13, 2007: “Technology Workshop for Mandarin Teaching,” at Rice University. Meng and Marshall are the instructors. 16 teachers participated in the workshop. The handout in the workshop is posted on CLTA-Texas website.</li> <li>f. Meng reported that CLTA-Texas has organized a panel discussion “Chinese Language Education in Texas: Present and Future” on Oct 25 at Rice University. The purpose of the discussion is to promote more school districts to develop K-12 Chinese programs.</li> </ol>
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ITEM 2	<p><b>Nominating Committee</b></p> <ul style="list-style-type: none"> <li>a. Meng said that according to CLTA-Texas Bylaws (ARTICLE IV), we should have the annual election in October 2007. This will be the first formal election of CLTA-Texas following the Bylaws. We need to elect 11 Board of Directors, including 3 officers (President, President-Elect, Treasurer-Secretary). Xiaohong (Houston) has accepted to be the chair. Xia Yan (Dallas) and Lan Graff (Austin), Stephen Field (San Antonio) agreed to serve the committee.</li> <li>b. Xiaohong, chair of nominating committee, hoped that all 11 current board members would accept to be the candidates. Meng said that Dallas and Austin may need more than one Board Director in order to work collaboratively. CLTA-Texas should have a list of candidates for Board Directors, but will hold a little while for formal election. Xiaohong will follow up very soon.</li> </ul>
ITEM 3	<p><b>Annual Meeting (11/3/07)</b></p> <ul style="list-style-type: none"> <li>a. Meng reported that annual meeting program is almost completed and she has arranged the hotel for the keynote speaker.</li> <li>b. The meeting will be at Chinese Community Center, Houston. Nine-min has reserved a 50-people conference room. If there are more people for the keynote speaker's talk, she will reserve the auditorium. For breakout sessions, we can use the library and another conference room.</li> <li>c. Meng reported that the publications that will be displayed at the conference so far are: People's Education Press, MeiZhou Chinese, 推動專業化的 AP. The last two items are offered by Ardon Chang, former principal of the Fort Worth Chinese School. The fee for each display Booth is \$200. Since Ardon does not represent the publishers, Meng suggested that he does not need to pay the fee. The Board agreed.</li> <li>d. Meng also contacted BetterChinese, ChineseLink, Jiayou and Cheng &amp; Tsui, and she is waiting for their responses.</li> <li>e. Meng announced that Annual Meeting dinner at 7:15 is sponsored by Education Office, PRC Consulate.</li> <li>f. The Board agreed that the Registration Fee for the annual meeting \$10 for members whole day, \$5 half day \$20 for non-members whole day, \$10 half day</li> <li>g. Meng explained-----1:00pm to 4:20pm is a half day, and 4:30pm to 7:15pm is another half.</li> </ul>
ITEM 4	<p><b>Financial Committee: Fundraising updates</b></p> <ul style="list-style-type: none"> <li>a. Meng reported after the fundraising letter was sent in June, CLTA-Texas has received \$2000 from individual donation in Houston, From institute, we have received \$2000 from Education Office, Consulate General of PRC in Houston, \$1000 from Asian Studies of Rice U., \$500 from Center for the Study of Language, Rice U. The funding of \$5,500 is sufficient to support the CLTA-Texas annual conference expenses.</li> <li>b. Nine-min reported her plan to give calls to the prospective donors in the list that she provided. The purpose is to increase more sponsorship. She also plans to locate one or two underwriters to establish Professional Development Fund for CLTA-Texas, we can annually offer two K-12 teachers grants to attend professional conferences or workshops.</li> </ul>
ITEM 5	<p><b>Plans in Austin</b></p> <p>Lan reported her plans in Austin to work with International Program, City of Austin, offering seminar (trading, culture, language). The goals are to raise funding, to raise awareness of China, and to promote K-12 Chinese language education in Austin. She will share some progress with the Board soon.</p>
ITEM 6	<p><b>Houston K-12 Chinese Speech Contest</b> Meng mentioned that Houston Chinese Speech Contest has been held for the past five</p>

	<p>years by Ms. Dong Siqi. Since the number of participants increased to more than 100 students, Ms. Dong suggested that if CLTA-Texas, which is a neutral and professional organization, can take over this task. The Contest is planned to take place later November and early December. Xiaohong suggested that CLTA-Texas should assist Ms. Dong Siqi. Qin said that organizing the Speech Contest will increase CLTA-Texas visibility. However, Marshall warned the tremendous works and asked who can be in charge of it. Nine-min suggested that CLTA-Texas should not rush in accepting the task. We should take the role of observer this year and assess the time/efforts involvement and then decided if we should and be able to take over the task. The Board agreed and Meng will respond to Ms. Dong Siqi that CLTA-Texas will not organize the Speech Contest, but to assist her.</p>
ITEM 7	<p><b>CLTA-South</b></p> <ul style="list-style-type: none"> <li>a. Meng pointed out the issue of two Chinese teachers organization in Texas. She explained that the two organizations have caused confusion for both outsiders (national CLTA and Asia Society, Chinese Initiative Program) and Texas Chinese teachers (what is the difference? which one to join?). Meng reported that she, Xiaohong, Shuhan (executive director, Chinese Initiative, Asia Society in NY), and Medaline (CLAT Board Director) had a call conference on 9/14. The meeting was to discuss the possibility and feasibility of organizing one Chinese teacher association in Texas. Lilly Chen, president of CLTA-South, was invited too, but she was unable to attend. The suggestion from the call conference is to establish a Consortium of Texas Chinese Teachers under Asia Society Texas Center. Meng opened the floor for discussion and asked the Board if she should approach Asia Society Texas Center and discuss the possibility of a Consortium.</li> <li>b. Xiaohong emphasized that the need for one organization for the reasons of 1) Save limited human resources; 2) With one organization, it is easier to receive funding and work with other organizations. Yeamei mentioned that she is also a member of CLTA-South and she thinks that the two organizations may have different goals. Paul suggested that it is more important to have a face-to-face discussion with CLTA-South than approaching Asian Society. Nine-min also mentioned that Asia Society Texas Center has limited people and resource at this point.</li> <li>c. The Board agreed that Meng approached Asia Society Texas Center. We need to find out whether Asia Society Texas Center shares with the visions and mission of CLTA-Texas. Then, we can further discuss the possibility of building a 'Consortium'.</li> </ul>
ITEM 8	<p><b>Board Meetings</b> Meng reported that since the fee for a call conference is high (10 people for 1.5 hours costs \$100). She suggested that number of Board Meetings be reduced to 2 meetings from 4 originally agreed by the Board in February, 2007. The Board agreed this change.</p>
ITEM 9	<p><b>Check Signature</b> Qin reported that currently only she, Secretary-Treasurer, can sign the CLTA-TX checks. Qin suggested that Meng Yeh, the current president of CLTA-TX, be added to be the second person who can sign the checks. The Board agreed Qin's suggestion.</p>
AGENDA	<p>Chinese Language Teachers Association of Texas 3<sup>rd</sup> Board Meeting (call conference), 10-11:30, September 15, 2007</p> <p><b>1. Updates</b></p> <ul style="list-style-type: none"> <li>a. applied exemption of federal income tax, 501(c)(3) with the help of Ms. Kathryn Kucera, CPA</li> <li>b. Chinese Teacher Certificates</li> <li>c. Institute for Chinese Language Teaching, Continuing Education, Rice</li> <li>d. Number of Members</li> </ul>

- e. September 13, Workshop: Technology for Mandarin Teaching in Houston
- f. October 25, panel discussion "Chinese Language Education in Texas: Present and Future" <http://www.clta-texas.org/pdf/Oct25PanelDiscussion.pdf>

**2. Nominating Committee:**

According to CLTA-Texas Bylaws (ARTICLE IV), we should have the annual election in October 2007. This will be the first formal election of CLTA-Texas following the Bylaws. We need to elect 11 Board of Directors, including 3 officers (President, President-Elect, Treasurer-Secretary). The ballots with slates of candidates should be mailed out before October 3 (a month before the annual meeting on Nov. 3). Xiaohong (Houston) has accepted to be the chair. Xia Yan (Dallas) and Zhang Nan (Austin), Stephen Field (San Antonio) agreed to serve the committee.

**3. Annual Meeting (11/3/07)**

- a. Tentative Program (attached)
- b. Logistic arrangement for the speaker: Meng
- c. Meeting Location arrangement (Chou Laoshi, Please let us know what kinds of help that you need)
- d. publications displayed:
  - 1) People's Education Press
  - 2) 美洲華語 / MeiZhou Chinese, Textbook for K-12  
總編輯/主編: 許笑濃 Editor in chief: Theresa Chao  
Web Site: [http://www.mzchinese.org/English/index\\_English.html](http://www.mzchinese.org/English/index_English.html)
  - 3) 中文老師參考用書/ Book for Chinese Teacher  
推動專業化的 AP 中文教學 — 大學二年中文教學成功模式之探討與應用  
作者: 曾妙芬教授 /Miao-Fen, Tseng
  - 4) Meng also contacted BetterChinese, ChineseLink and Jiayou. They have not decided yet.
- e. dinner: sponsored by China Consulate
- f. meeting registration fee  
\$10 for members whole day, \$5 half day  
\$20 for non-members whole day, \$10 half day

**4. Financial Committee: fund raising updates (Nine-min, Qin)**

our sponsors: <http://www.clta-texas.org/sponsors.asp>

**5. Plan in Austin (Lan)**

plan: work with International Program, City of Austin, offering seminars (trading, culture, language) which is Lan's specialty  
goals: to raise funding, to raise awareness of China, and to promote K-12 Chinese language education in Austin

**6. Houston K-12 Chinese Speech Contest**

This Speech Contest has been held for the past five years by Ms. Dong Siqi. Since the number of participants increased to more than 100 students, Ms. Dong suggested that if CLTA-Texas, which is a neutral and professional organization, can take over this task. The Contest is planned to take place later November and early December.

**7. CLTA-South**

Discuss the possibility of merging CLTA-Texas and CLTA-South.  
Rationale: two organizations have the same goal

**8. Board Meetings**

Since the fee for a call conference is high (10 people for 1.5 hours costs \$100), Meng suggested that number of Board Meetings be reduced to 2 meetings from 4 originally agreed by the Board in February, 2007.

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