The Business Meeting of the American Association of Teachers of Spanish and Portuguese was held on Friday, July 8, 2016 in Salon E of the Marriott Biscayne Bay Hotel in Miami, Florida from 4:30pm – 5:30pm with approximately 125 members in attendance.

AATSP President Anne Fountain called the meeting to order at 4:33pm.

The agenda items presented and actions taken are outlined below.

1. APPROVAL OF AGENDA

Motion 1. Ron Leow moved to approve the agenda for the Business Meeting; Mary-Anne Vetterling seconded the motion. The motion was approved unanimously by those in attendance.

2. ACKNOWLEDGEMENT OF AATSP DIRECTORS, EDITORS, AND STAFF

Anne Fountain announced the names of the members of the Board of Directors, National Office Staff, and the Coordinators, Directors, and Editors of AATSP programs and publications. Those in attendance stood to be acknowledged by the attendees.

A. Introduction of Members of Board of Directors

Anne Fountain, President; San José State University; San José, CA
Elaine Davis, Past President; Retired; Madison, NJ
Cheryl Fuentes Wagner; President Elect; Retired; Sugar Land, TX
Emily Spinelli; Executive Director; AATSP National Office; Walled Lake, MI

Kevin Cessna-Buscemi; National Spanish Examinations; Valparaiso, IN
Mark Del Mastro; College of Charleston; Charleston, SC
Parthena Draggett; The Community School of Naples; Naples, FL
Sergio Guzmán; College of Southern Nevada; North Las Vegas, NV
Ronald Leow; Georgetown University; Washington, DC
Sheri Spaine Long; Editor, *Hispania*; Birmingham, AL
Pamela Ottenheimer; Retired; Newtown, PA
Mary Risner; University of Florida; Gainesville, FL
Ana Sánchez-Muñoz; California State University, Northridge; Northridge, CA
Kelly Scheetz; Franklin High School; Franklin, TN
Martha Vásquez; William Howard Taft High School; San Antonio, TX
Megan Villanueva; Smith Middle School; Glastonbury, CT

B. Introduction of AATSP Staff
Cindy Kendall, Webmaster
Roberta Miller, Director of Financial Services
Tracy Miller, Coordinator, Member Services
Debra Nigohosian, Conference Coordinator
Crissy VanDamme, Member Services

C. Introduction of Coordinators, Directors, and Editors
*Albricias*
  Managing Editor: David Wiseman

*Communications*
  Director: David Wiseman

*Conference Wrap-Up*
  Editor: Mary-Anne Vetterling

*Hispania*
  Editor: Sheri Spaine Long
  Book/Media Review Editor: Domnita Dumitrescu
  Managing Editor: Jennifer Brady
  Assistant Managing Editor: Conxita Domènech

*National Portuguese Examinations*
  Director: Débora Ferreira

*National Spanish Examinations*
  Director: Kevin Cessna-Buscemi

*Online Classroom Resources*
  Coordinator: Carol E. Galvin Flood

*Phi Lambda Beta*
  Director: James Krause

*Poster Contest*
  Coordinator: Crystal Vicente

*Sociedad Hispánica de Amistad*
  Director: Pam Ottenheimer

*Sociedad Honoraria Hispánica*
  Director: Kelly Scheetz

*Spanish and Portuguese Review*
  Editor: Cory Duclos

*The Portuguese Newsletter*
  Editor: Luci Moreira

3. MEMBER SERVICES REPORT
Tracy Miller, Member Services, provided data on the number of AATSP members broken down by teaching level, teaching language, and membership type. T. Miller reported that the July 2016 AATSP membership had increased by 100 individuals over July 2015. T. Miller recommended that current dues for all membership categories be maintained for 2017. T. Miller also provided data on AATSP website visits and reported on the number of applications for AATSP scholarships and awards.

4. CONFERENCE REPORT
Debra Nigohosian, Conference Coordinator, reported on the 2016 conference and the many and varied responsibilities of the Conference Coordinator. D. Nigohosian stated that 335 proposals were received for the 2016 conference and that 261 sessions, workshops, and special events were scheduled. D. Nigohosian reported that a record number of attendees registered for the workshops. D. Nigohosian also reported on the income from exhibitors and sponsors and the importance of that income for the AATSP conference. As Chapter Liaison, Debra also reported that there are currently 47 active AATSP Chapters and that the AATSP issued $35,652 in reimbursements to them.

5. FINANCIAL REPORT
Emily Spinelli, AATSP Executive Director, presented the report prepared by Roberta Miller, Director of Financial Services. The report began with the presentation of the fiscal year report for 2015 prepared by Heller and Wetzler, CPA. She emphasized that the AATSP is financially very stable and that the AATSP continues to provide and further enhance member services and programs without raising dues. She reported data on income and expenses for eight years showing that since 2009 income has outpaced expenses. E. Spinelli reported that additional deposits were placed into the investment account established in 2012. E. Spinelli concluded with a financial statement for 2016 to date.

6. EXECUTIVE DIRECTOR REPORT
Executive Director, Emily Spinelli, delivered a PowerPoint presentation outlining the various roles and responsibilities of the Executive Director; she provided the membership with information about the role of a 501(c)(3) organization such as the AATSP. She also provided information on the external and internal activities of the Executive Director and the association in general. She further reported that the AATSP has gained a strong professional presence through its programs and advocacy efforts in the United States and abroad. Emily Spinelli concluded by stating that the AATSP was in a strong and stable position and that it was providing an increased number of member benefits.

7. INTRODUCTION OF CANDIDATES FOR THE 2016 ELECTION
The Business Meeting concluded with the introduction of the candidates for the 2016 election for President-Elect and Representatives to the Board of Directors. The candidates were introduced individually and presented their statements of candidacy outlining their qualifications for office and what they hope to accomplish if elected. The candidates included:

President Elect
Domnita Dumitrescu; California State University; Los Angeles, CA
Bill VanPatten; Michigan State University; East Lansing, MI
College / University Representative
  John Maddox; University of Alabama at Birmingham; Birmingham, AL
  Paul Mandell; University of Houston Downtown; Houston, TX
Secondary (9-12) Representative
  Sheila Cockey; Retired; King George, VA
  Cynthia Flax; Retired; Clifton Park, NY
Community College Representative
  Irma Bjerre; Clackamas Community College; Oregon City, OR
  Susanna Williams; Macomb County Community College; Warren, MI

8. ADJOURNMENT
  MOTION 2. Kevin Cessna-Buscemi moved to adjourn the meeting; Bill VanPatten seconded the motion. The motion was approved unanimously by those in attendance.

The meeting was adjourned at 5:31 PM.