



Japanese Teachers' Association of NSW (JTAN) Inc.

ABN 94 045 344 808
PO Box 6453, North Sydney 2060
<http://www.jtan.org.au>

JTAN Annual General Meeting

15 Oct. 2016 (Sat.)

at Japan Foundation, Sydney

Level 4, Central Park,
28 Broadway,
Chippendale 2008





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JTAN Annual General Meeting
12:30 p.m. on 15 October, 2016 (Sat.)

Venue: **Japan Foundation Sydney**
Level 4, Central Park
28 Broadway, Chippendale NSW 2008 (access by elevator)
Near Central Station, Opposite UTS Tower

All members are invited to attend the JTAN Annual General Meeting.

The Minutes taker: Julia Zhu (JTAN Secretary)

Start	Agenda	
12:30	1. Opening	Teruko Sharif (President)
	2. Acceptance of Minutes of 2015 AGM	
	3. President Report	Teruko Sharif (President)
	4. Workshop Coordinator's Report	Kentaro Otani (Workshop Coordinator)
	5. Treasurer's Report	Naoko Konishi (Treasurer)
	6. Members' requests, concerns and comments	Larissa Mitchell (Vice President)
	7. Nomination and/or election of new committee members	Hiromi Terley (Returning Officer)
	8. Door prize	Larissa Mitchell (Vice President)
13:15	9. Closing	

Enjoy Network Drinks at Eve's place bar at Mercure Hotel,
next to Central Station Railway Square bus stop (the first
drink and some nibbles are provided), starting from 5 p.m.



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President Report 2016

Dear JTAN members,

The main aims of JTAN are to provide a place of mutual support and professional development for member teachers of Japanese in NSW, as well as to foster enthusiasm and to encourage the study of Japanese language through the running of student centered events. All of JTAN's activities and events organised this year successfully continued these aims.

An increased number of memberships in 2016 has meant that the Association has had to evolve and expand its capacity in order to meet the rising expectations for our services. Following is a list of the areas of growth that JTAN has undertaken this year.

- **JTAN has become a Sakura Network Member**

By invitation from the Japan Foundation JTAN has become a member of the World Wide JF Nihongo Network (Sakura Network). The objective of the Sakura Network is to enhance Japanese language education worldwide and the purpose of JTAN's involvement is to provide our members with additional benefits. For example, JTAN members have the opportunity to apply for project grants for Conferences, Teacher training and Resources.

Furthermore, The Australian Sakura Network Mini Grant Program aimed at providing partial funding for projects to enhance Japanese language education is also available. JTAN is currently preparing to apply for a program grant to assist in the funding of developing Japanese language learning apps for Primary Japanese, which we hope Australian teachers can incorporate into their teaching and learning programs. Please refer to JTAN's September newsletter for grant guidelines and application forms.

- **Supporting local school workshops**

JTAN encourages schools to hold local workshops (e.g. Year 10 Day, Year 12 Day), we will advertise such workshops through our email circulations and newsletters. We will also provide partial financial support to assist in covering event expenses.

Schools that are planning to hold workshops where they will also invite students and teachers from neighbouring schools, with the aim of motivating teachers and/or students to teach/learn Japanese are invited to contact JTAN with their workshop program by emailing enquire@jtan.org.au.



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In 2016 JTAN supported Karabar High School, Distant Education for a Years 11 and 12 Japanese Day in June and St Aloysius College for a Year 10 Day in July, both events were very successful.

○ **JTAN has become a Quality Teaching Council (QTC, BOSTES) endorsed Professional Development Provider**

From December 2015 JTAN began work on becoming a provider of QTC endorsed professional development courses. Finally, in term 3 we formally received the status of a QTC endorsed provider for Proficient Teacher level for 5 years from 24th August 2016 until 23 August 2021. JTAN has gained this status because we have a firm and reliable history. We could not have been granted QTC endorsement if our Association had not been run well in the past. Therefore, I would like to thank all previous committees and other active members who have contributed to the activities of our Association in the past, making it possible for JTAN to gain its current QTC endorsed status.

The professional development courses that we have offered here at our AGM today is the first time that JTAN has offered QTC endorsed professional development. One of these workshops has also been endorsed as a QTC endorsed Refresher Course for two years. JTAN has been asked by the QTC, BOSTES, to consider providing more Refresher Courses for Provisionally Accredited teachers.

QTC endorsed professional development matters will now primarily be handled by the Vice President, Larissa Mitchell and I. We seek suggestions from members regarding requests for workshop content which meet specific Australian Professional Standards and are required to maintain teacher accreditation. We also welcome proposals from potential presenters. Please contact enquire@jtan.org.au for your suggestions and proposals.

○ **Newly started HSC Student Workshops 2016**

In the July holidays JTAN ran its first Student Holiday Workshops for HSC students at the University of Sydney. The workshop participants provided feedback that was extremely positive, with students expressing their gratitude for the stimulating materials and challenging tasks that were provided. The diligence and professionalism of the experienced teachers involved in organising and running the workshops ensured its success. JTAN intends on running these HSC Student Holiday Workshops again at University of Sydney in 2017.

○ **Teacher Identified Workshops held in 2016**

JTAN has provided more Teachers' Identified Workshops this year;

- 29 April, Information session on how to maintain teacher's accreditation by a Georgina Doukas and Michelle Laing (BOSTES Policy Training Officers, Professional Learning)
- 29 April, Senryu Workshop guided by Tomoko Semba (Japan Foundation lecturer)



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- 17 Sept., ICT Apps Workshop by Coreena Allen and Kristine Horan (Merewether High School teachers)
- 17 Sept., Click Nippon (Authentic Resources) Workshop by Yoko Nishimura-Parke (former DET Innovation Team member).

On behalf of the entire JTAN Committee, I would like to thank all members for their involvement and support of the Association in 2016. We strive to work collaboratively and it is only through active engagement and member participation that the Association can continue to be dynamic and successful. I would also like to take this opportunity to encourage all JTAN members to participate in teacher workshops and student workshops in the coming year.

I would like to thank all of the Committee members for their dedication and enthusiasm this year, I sincerely appreciate their time and efforts spent on improving the Association for all. All of them really worked hard behind the scene and I would like to especially thank the Vice President, Larissa Mitchell, who teamed up with me and received the QTC endorsement status for JTAN. Larissa will continue working as the JTAN's Liaison Officer for QTC related matters.

There are some changes to the 2016-2017 JTAN Committee, there is a new position of Communications Officer which primarily entails managing the Associations emails and website updates and Hiromi Terley (Workshop Coordinator) is retiring. Hiromi has worked tirelessly to organise some of the workshops that were offered to our members this year, thank you for your diligent work Hiromi. The remaining Committee along with the new Committee members will continue to lead the Association with a strong vision for the future of Japanese teaching in NSW.

Kind regards

Teruko Sharif

Future Plans

As for our future growth as an association, we plan to use JTAN's surplus funds for developing further resources, in particular, a JTAN project will be to improve in the area of ICT and Apps. We are also looking into the use of technology for JTAN meetings, workshops, hosting language practice sessions for individual teachers or students and for our record keeping system. If you are interested in the



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programming or development in these areas, please contact enquire@jtan.org.au and provide details of what you are able to offer us.

We would like to propose the following activities for the coming JTAN term:

1. Competition for young students (Details will be in Events tab, www.jtan.org.au)
 - Closing date: 8 December 2016
 - The Winners and Prizes will be announced in the JTAN February Newsletter 2017
2. Resources Sharing for K-6 teachers (possibly K-10 teachers as well)
 - Date 25 February
 - Venue: TBA
3. Extension Student Workshop
 - Date: 4 March
 - Venue: Shore, North Sydney (TBC)
4. Marking Workshop for HSC teachers, including teaching tips and resources sharing
 - Date: 13 or 29 May (TBC)
 - Venue: TBA
5. Year 12 Continuers Day
 - Date: 3 June
 - Venue: North Sydney Boys High School (TBC)
6. Holiday Student Workshops for HSC students
 - Date: 3-4 July (Beginners, Continuers)
5-6 July (Extension - Half day on 6 July)
 - Venue: University of Sydney
7. Year 12 Beginners Day
 - Date: 29 July
 - Venue: Shore School (TBC)
8. 2017 AGM and Workshops
 - Date: 21 October
 - Venue: University of Sydney (TBC)
9. Apps Resources Workshop for teachers
 - Date: 18 November (TBC)
 - Venue: TBA
10. Competitions for young students.
 - Closing date: 8 December
 - Announcement of winners and prizes: JTAN February Newsletter 2018.



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Thanks

to JTAN activity contributors 2016:

- Thank you to all JTAN members who contributed to the workshops, creating the exams and sharing resources this year. I especially thank the convenors, venue managers and helpers of workshops: Sally Mizoshiri, Kayo Cummins, Keiko Hosogoe, Dorothy Commons, Joanna Watkins, Tsukasa Ishida, and JTAN Workshop Coordinators (Kentarō Otani and Hiromi Terley).
- Although their names remain anonymous, I also thank the Exam Directors (remain anonymous), Exam Writers and Proofreaders, who worked diligently to create high quality exams which members appreciate.

to JTAN Committee and IT specialist 2015-2016:

- Thank you the JTAN Committee for their commitment to the Association this year:
 - Larissa Mitchell (Vice President)
 - Naoko Konishi (Treasurer)
 - Julia Zhu (Secretary)
 - Kentarō Otani (Workshop Coordinator)
 - Hiromi Terley (Workshop Coordinator)
- Thank you Mr Hai Nguyen, for maintaining the website and uploading all of the exams and digital resources.

to Venue Providers:

- Japan Foundation:
Thank you to the Japan Foundation Sydney for their continuous support in providing their venue.
- Member Schools and University of Sydney:
Thank you to Barker College, North Sydney Boys High School, North Sydney Girls High School and Sydney Church of England Grammar School (SHORE), Karabar Distance Education Centre and St Aloysius' College for accommodating our teacher and/or student workshops.



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to Sponsors:

Thank you to all the following sponsors for the door prizes for JTAN AGM 2016. The list is in alphabetical order. JTAN also thanks Sally Mizoshiri for organising and collecting the door prizes.

- (Abbeys Bookshop)
- Art Lab
- Azuma Japanese restaurant
- Dekura Culinary Studio
- Gojuan Japanese Inn
- Japan National Travel Office (JNTO)
- Japan Travel Bureau (JTB)
- Seiko Watch
- Yakitori Yurippi



ArtLab



Culinary Studio
Dekura





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Workshop Coordinators Report
 by Kentaro Otani and Hiromi Terley

During the JTAN term 2015-2016, the following workshops were held successfully. JTAN Workshop Coordinators, Hiromi Terley and Kentaro Otani, appreciate all the support given by the following schools and the teachers, Japan Foundation, University of Sydney and contributions of teachers and helpers.

Date, Venue	Participation	Remarks
Exam Writing Workshop 28 November 2015 09:30 - 15:30 at North Sydney Girls High School, Crows Nest	Convenors - Ms Yuko Taki (Beginners) [St Augustine's College] - Ms Rika Tsang (Continuers) [Open High School] Participants: 24 (including the convenors): Participation fee: Free of charge	<ul style="list-style-type: none"> At the beginning, the convenors provided some important tips for writing exam tasks. The participating teachers created sample exam tasks for the JTAN 2016 Beginners and Continuers Trial HSC papers by exchanging ideas. The produced materials were collated and sent to the participants in May 2016.
Japanese Extension Student Workshop 27 February 2016 8:30 – 13:15 at Barker College, Hornsby	Convenors: - Ms Kayo Cummings [Gilroy Catholic College] - Ms Sally Mizoshiri [North Sydney Girls High School] Presenters: - Mr Damon Cooper [Central Coast Grammar] - Ms Mami Izuishi [Pymble Ladies College] - Ms Sally Mizoshiri (In Lieu of Ms. Francoise Reeves-Smith) [North Sydney Girls High School] Participants: - 110 students - 35 teachers Participation fee: \$20 for each student \$20 for each teacher	<ul style="list-style-type: none"> Initially this Extension Student Workshop was a part of JTAN activities. However, Barker College teachers took over the event from the 2nd year until last year. At the request of Barker College teachers, this event was again run by JTAN from this year. We thank Barker College teachers for organising the venue this year. Although the prescribed text and issues of the current Extension course are the same as the ones used in the previous years, the presenters have prepared for new/additional materials. Ms Francoise Reeves-Smith prepared her PowerPoint slides, but due to unforeseen family circumstances she was unable to present on the day. Francoise appointed Ms Sally Mizoshiri to replace her, and with very short notice Sally agreed to present. We thank Sally for such an excellent presentation with many student study tips.



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<p>Workshop 1) The maintenance of Teacher Accreditation</p> <p>and</p> <p>Workshop 2) Teaching Senryu</p> <p>29 April 2016 (Thu.) 9:50 - 16:00</p> <p>at Japan Foundation, Chippendale</p>	<p>Convenor: - Workshop Coordinators (Main: Hiromi Terley).</p> <p>Presenters: - Ms Georgina Doukas [BOSTES] - Ms Michelle Laine [BOSTES] - Tomoko Semba [Japan Foundation, Sydney]</p> <p>Participants: - 15 teachers and uni students</p> <p>Participation fee: - \$60 for JTAN member teacher \$30 for JTAN student member \$90 for non-JTAN member teacher</p>	<ul style="list-style-type: none"> - Included Australian Professional Standards 2.1.2, 2.6.2, 6.2.1, 6.2.2. - Workshop 1): The two BOSTES Policy and Training Officers comprehensively explained how to maintain teachers' accreditation. They also responded to the questions of teachers who have different situations. - The participants were advised to note the verbs used in the Australian Professional Standards for Teachers. - Workshop 2): All Japanese language teachers are expected to provide opportunities for students to explore Japanese literacy. Senryu activities will further engage and motivate students to learn Japanese. Making Senryu is easier than Haiku as, unlike Haiku, Senryu does not need to use a 'Seasonal phrase' and it is more fun. - Tomoko presented how to teach Senryu in classroom. The participants enjoyed the hands-on activities, which can be used immediately in their practice.
<p>Year 12 Continuers Day</p> <p>18 Jun. 2016 (Sat.) 09:00 - 16:00</p> <p>at North Sydney Boys High School, Crows Nest</p>	<p>Convenor: - Mr Tsukasa Ishida [The Hills Grammar School]</p> <p>Venue managers; - Ms Dorothy Commons (North Sydney Boys High School) - Ms Sally Mizoshiri (North Sydney Girls High School)</p> <p>Participants: - 44 schools - 55 teachers, - 199 students (229 students applied, but 30 of them no showed) - 3 assistants</p> <p>Participation fee: \$15</p>	<ul style="list-style-type: none"> • We had to close the application site earlier than planned as more than the maximum number of students was reached. We arranged for a sufficient number of teachers to conduct speaking practice, however, there was thirty no-show students, which was more than previous years. • To mock the HSC Oral Exam, we provided 3 sessions x (10minute conversation and 3 minutes feedback time) to each of the students. However, some teachers felt that it should be 4 sessions x (8 minute conversation and 3 minute feedback time). • As usual, the event was meaningful for both teachers and students. The teachers gained an understanding of the levels of other school's students from the responses they heard. The feedback their students received from other school teachers would have been useful for their students too.



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<p>Holiday Student Workshop for Year 12 Continuers</p> <p>04 – 05 July 2016</p> <p>10:00 – 15:00</p> <p>at University of Sydney</p>	<p>Convenor: - Ms Teruko Sharif [North Sydney Girls High School]</p> <p>Main Teachers: - Mr Ken Gillespie (Reading) [Fort Street High School] - Ms Ayako Hirata (Listening) [Mosman High School] - Ms Kyoko Kusumoto (Writing) [Santa Sabina College] - Ms Sally Mizoshiri (Speaking) [North Sydney Girls High Sch.]</p> <p>Assistant Teachers: - Ms Joanna Goodman [Sydney Secondary College Blackwattle Bay Campus] - Ms Larissa Mitchell [Asquith Public School] - Mr Julian Nash [St Patrick's College] - Mr Kentaro Otani [MLC School] - Ms Teruko Sharif [North Sydney Girls High Sch.]</p> <p>Participants: - 30 students</p> <p>Participation fee: - \$160 for two days</p>	<ul style="list-style-type: none"> • This Continuers Workshop aimed at providing HSC exam skills to the participating HSC students. • The students were taught by experienced HSC teachers. Beforehand, the special program for this workshop was created carefully by the main teachers in a meeting and through email exchanges. Their teaching materials were made to achieve the purposes, especially for this workshop. The assistant teachers in two class rooms catered for individual student needs. • The evaluation received from the participating students was extremely positive. • The Beginners course was not offered due to a very small number of applications.
<p>Holiday Student Workshop for Extension Course</p> <p>6 July 2016</p> <p>10:00 - 15:00</p> <p>at University of Sydney</p>	<p>Convenor: - Ms Teruko Sharif [North Sydney Girls High School]</p> <p>Main Teachers: - Ms Naoko Henschke [Kambala]</p> <p>Assistant Teachers: - Ms Makiko Naito [The Illawarra Grammar Sch.] - Mr Kentaro Otani [MLC School] - Ms Teruko Sharif</p>	<ul style="list-style-type: none"> • JTAN is very grateful to Ms Henschke for replacing the previously arranged main teacher. With only a week notice, she programmed and prepared ample tasks with sample responses. • The workshop aimed at refining the exam skills of the students, which should be used in the Oral Exam and Writing Exam. Part B questions were not addressed in the program. • The evaluation collected from the students were very positive, however, some students wished the workshop was longer than just one day.



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	<p>[North Sydney Girls High Sch.] - Hiromi Terley [Queenwood School for Girls]</p> <p>Participants: - 15 students</p> <p>Participation fee: - \$100</p>	<ul style="list-style-type: none"> Both the main and assistant teachers tried to cater for individual student needs, but we felt that it would be better to have more assistant teachers in order to provide increased individual feedback for each of the students. To solve this issue, JTAN will run the same workshop either with more assistant teachers or with an additional half day added to the workshop.
<p>Year 12 Beginners Day</p> <p>23 July 2016 9:00- 16:00</p> <p>at Shore School, North Sydney</p>	<p>Convenor: - Ms Hiromi Terley (Workshop Coordinator)</p> <p>Assistant Convener: - Ms Sally Mizoshiri [North Sydney Girls High Sch.]</p> <p>Venue managers: - Ms Joanna Watkins & Ms Julia Jung [Shore School]</p> <p>Participants 27 schools 35 teachers 151 students</p> <p>- Participation fee : \$15 each student</p>	<ul style="list-style-type: none"> From this year, JTAN provides conversation practice only. Listening and Reading practices are not provided as students gain such skills during long practice hours, not in 30 minute time slots. Compared to last year, the numbers of registered schools and students decreased (46 schools, 175 students last year). This could be a reflection of our decision to focus on conversation practice only. However, the actual number of student attendance was similar to last year. The majority of participating teachers were happy about having conversation practice only, as their students were able to have more practice time than previous years. Each of the conversation sessions were 5 minutes plus 3 minutes feedback time. Each student practiced 5 times with 5 different teachers.
<p>Workshop 1) ICT & Apps Workshop</p> <p>and</p> <p>Workshop 2) Click Nippon (Resources) Workshop</p> <p>17 Sep. 2016 (Sat.) 10.:00 - 15:30</p>	<p>Convenor: - Ms Hiromi Terley (Workshop Coordinator)</p> <p>Venue Manager: - Ms Joanna Watkins [Shore]</p> <p>Presenters: - Workshop 1) Ms Kristine Horan Ms Coreena Allen [Merewether High School]</p> <p>- Workshop 2)</p>	<ul style="list-style-type: none"> Included Australian Professional Standards are 2.1.2, 2.2.2, 2.5.2, 2.6.2, 3.3.2, 4.5.2, 6.2.2 The presenters of Workshop 1) introduced their original Apps for Stages 4-5 Japanese classes, which can be accessed without having an account. The use of the ICT and apps should help teachers and students who live in the Australian countryside as the introduced apps can be accessed from anywhere, as long as an internet connection is available. Using apps will also broaden the sphere of classroom



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<p>at Shore School, North Sydney</p>	<p>Ms Yoko Nishimura-Parke [former DET Innovative team]</p> <p>Participants:</p> <ul style="list-style-type: none"> • 16 teachers <p>Participation fee :</p> <ul style="list-style-type: none"> • \$60 JTAN member • \$90 non-JTAN member 	<p>activities. It was very useful to see some examples of how to differentiate the language levels by editing the apps as well as how to use other communication and collaborative tools such as groupware.</p> <ul style="list-style-type: none"> • The presenter of Workshop 2) introduced the website resources of Click Nippon, which have been developed by Japan Forum. The website has plenty of authentic materials. Authentic materials will broaden the understandings of students more than ones in textbooks; their intercultural understandings as well as natural use of language skills. They are also engaging and motivate students to learn Japanese as they are real and attractive. The presenter suggested some lesson plans using the materials and how to create different types of Japanese class activities, which can be used for HSC Extension and IB as well. • The evaluation received from the participants was a very positive one, and some of them wished to learn more. • It was unfortunate, but Wi-Fi was not available, although the venue manager arranged the access code and tested it beforehand. • It was also unfortunate as it was just after HSC marking periods and Extension HSC oral exam day, so there was only a small attendance.
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JTAN AGM - Treasurer Report by Naoko Konishi, Oct. 2015 - Sep. 2016

The Profit and Loss Sheet below is based on the income and expenditure shown in the bank statements. The PAY G Tax Withheld is included in each event as an expense. JTAN made a total profit of \$ 147.41 for 1st October 2015 - 30th September 2016. As of 1st October 2016, the closing balance of \$ 69,946.90 (in Cheque AC 27,151.70 / in Cash Reserve AC 42,795.20) in the bank. This amount includes \$40,000 as standby of the reserve for JTAN related legal fee.

The major sources of our income, is from the membership fees and the sale of exam papers, covered the cost of the production of the five examinations, loss caused by the workshops for teachers and students and necessary general operational costs (including insurance, accountants, etc.).

JTAN does not keep your Tax File Number for security reason. Therefore we have been instructed by our accountant to withheld tax, 46.50%, from the gross honorarium payments. If applicable, some refund can be claimed through tax return.

JTAN's healthy financial balance sheet will allow us to offer our members some financial support (e.g. locally held workshops, projects). Please keep yourself updated with JTAN Newsletter and JTAN News Circulation, especially for the fund application guidelines. This financial year JTAN profited slightly, however, this profit will never be wasted. JTAN is planning to develop the online-primary education resources and mobile device applications by using professional e-learning software company, so that country members should be benefitted as well. Although we are aware that JTAN's workshops often result with some financial loss, because we charge low-participation fees compared to other educational organisations, the JTAN Treasurer will keep an eye on the healthy balance throughout the coming year.

Please refer to the Profit and Loss Sheet below.

- **Section 1** covers events from the previous JTAN term (Oct 2014- the JTAN AGM in Oct. 2015).
 - The majority of the income and expenditure for the events were recorded in the previous Treasurer's Report at the 2015 AGM. There were few 2015 outstanding costs paid in this JTAN year.
 - The majority of members have advised Treasurer their bank account details. Thank you very much for your co-operation.
- **Section 2** covers events provided during the JTAN fiscal year: Oct. 2015 - Sep. 2016.
 - 2015 AGM & Workshop was free-participation, so no income was recorded. This year we charged to cover some expenses in order to be fair for the country members who are often unable to attend JTAN workshops.
 - Generally JTAN spends more than it receives for students events due to the honorarium paid to the contributing teachers.
 - The sale of exams continues to be the main fundraising activity to cover all our expenditure including the expenses in Section 3.



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- Year 10 Day was held locally as there were only 4 schools with less than 70 students applied. We have not paid to Soran Dancing Troup as we have not received their invoice for the performance.
- **Section 3** is the general income and expenditure.
 - The 'JTAN general operational costs' in the expense item includes public liability insurance, printing, postage, stationery, small equipment, accountant fee, annual legal registration fees, committee meeting expenses, PO Box rent, and other miscellaneous costs.
 - The 2016 PAY GO Summary Forms have been prepared by our accountant office. In order for our accountant to prepare the form correctly, please let JTAN Treasurer know if you have changed your residential address. Please be aware that Australian Taxation Office does not accept your school address or PO Box No. in the PAY GO Summary form.

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Profit and Loss Sheet for AGM 2016 - 1 Oct. 2015 to 30 Sep. 2016 prepared by Naoko Konishi (JTAN Treasurer)					
Item	Income	Expense	Profit	Loss	Note
Section 1					
Past JTAN Exams / Resources	3,623.40		3,623.40		
AGM (2015)		6,963.48		6,963.48	No participation fee
Cheque - late clearance		54.00		54.00	
Section 2					
2016 JTAN Exams production, including Exam Workshop in Nov '15 cost	45,935.00	14,449.13	31,485.87		
2016 Extension Student workshop in February	2,820.00	3,685.71		865.71	Main cost: honorariums
2016 New Year Card Comp		26.20		26.20	The left over Uchiwa fans were used for the prize
2016 Teachers Accreditation & teaching Senryu workshop in April	660.00	58.37	601.63		No presenter fee
2015 Continuers Day (Jun)	3,615.50	7,215.65		3,600.15	Main cost : honorariums
2016 Regional Y12 Day (Jun)		360.00		360.00	At Karabar
2016 Year 10 Day (Jul)	1,509.00	1,568.00		59.00	At St Aloysius' College. Performer has not been paid due to no invoice.



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2016 Winter Holiday Student workshop (July)	6,490.00	7,030.25		540.25	Main cost: Print and Honorariums
2016 Beginners Day (Jul)	2,295.00	5,053.28		2,758.28	Main cost : Honorariums
2016 Jumpstart Japanese & Click NP workshop in Sep	690.00	2,231.67		1,541.67	Main cost : Print & Honorariums
2016 AGM (Oct)	1,845.00	1,544.95	300.05		As of Sep '16
Section 3					
2016 Membership	13,950.00		13,950.00		
Refunds / Returns	933.50	867.00	66.50		Over payment, cancellation of workshop etc.
Bank accrued interest	486.68		486.68		
JTAN general income & costs	1,522.13	4,155.81		2,633.68	Main Income: Copyright agent & JPF Grant
JTAN Committee 2016 Honorarium & allowance		26,064.00		26,064	Honorariums and Allowances
IT – Programming & Maintenance		4,100.00		4,100	
JTAN representatives' participation in external conference		800.00		800.00	To present at NSJLE in Melbourne
Sub-total:	86,375.21	86,227.80	50,514.13	50,366.72	
	Total Profit:		147.41		

End of Treasurer's Report (15 Oct. 2016)

The end of 2016 AGM Report