



# THE INTERNATIONAL FOCUSING INSTITUTE

*Building on the work of Eugene T. Gendlin since 1979*

## Board of Trustees

### MINUTES

May 2, 2018

#### Documents submitted prior to the meeting via email

- Agenda
- ED report
- April Board To Do List
- Budget First Quarter 2018 Actuals

PRESENT: David Rome (President), Susan Rudnick (Secretary), Paula Nowick (Vice President), Hanspeter Muehlethaler (Treasurer), Dana Ganihar, Leslie Ellis, Catherine Torpey, Sherrie Lynne (for minute taking present for first hour).

PRIME MOVER: Paula Nowick

#### I. WELCOME TO NEW BOARD MEMBER LESLIE ELLIS

- The Board greeted Leslie and introduced themselves.

#### II. OPENING SILENCE AND BRIEF CHECK IN

- Noted that David's term is ending in June but plans to stay involved with fundraising.
- Noted the anniversary of Gene's passing.

#### III. REVIEW OF TO DO LIST FROM APRIL

- As a follow up to one of April's to do items, arrangements have been made for Paula Howick to publicly thank Nada Lou during the conference in Greece for her donation of video footage to TIFI.

#### IV. APRIL MINUTES APPROVED

#### V. FINANCIAL REPORT FIRST QUARTER

Catherine and Hanspeter gave an overview of the report.

- Overall we are at 33.24% of our annual goal at the end of the 1<sup>st</sup> quarter. Expenses are on target.
- Unfortunately, the State of New York has reclassified TIFI such that our payments for Workers Compensation are now about \$2,000 higher than we had budgeted for.

## VI. UPDATE ON PORTFOLIOS

Based on a document that Paula had created, the Board went through all the actions of Goal 1 of the Strategic Plan and discussed which portfolio seemed to fit them best. This is intended to help us implement the Strategic Plan more effectively through the new portfolio system.

- Leslie confirmed that she would chair the Outreach Portfolio. She will also act as liaison to the Gendlin Center.
- There was a discussion regarding the distinctions between communications and marketing vs. outreach.
- Susan Rudnick will have the portfolio of Programming. This does not preclude her from being on the Membership Committee, even if Membership becomes the portfolio of another member. It is not yet been decided who will have the portfolio of Membership.
- As David will be going off the Board, another member will need to be given the portfolio of Fundraising.
- Paula will create a similar document for Goal 2 for the June Board meeting.

## VII. UPDATE ON BOARD/ILC SMALL WORKING GROUP

- Catherine explained there have been 3-4 meetings so far. Great stuff came out of the last meeting of Astrid, Susan, Catherine and Elizabeth. Due to the difficulties in scheduling this international group, Catherine will put together a report/write up of what came out of the most recent meeting and send it to the Small Working Group.

## VII. ED REPORT

- A written report was emailed to the Board in advance of the meeting. Given time constraints, it was not discussed.

## VIII. NEW COORDINATOR VISIT WITH IRIS GILBOA OF ISRAEL

- Iris Gilboa visited for the last ten minutes as part of the Board's continuing policy to welcome new Coordinators.

## IX. CLOSING