



THE INTERNATIONAL FOCUSING INSTITUTE

Building on the work of Eugene T. Gendlin since 1979

Board of Trustees

MINUTES

March 13, 2019

Documents sent via email prior to meeting

- To-do list from previous month
- February minutes

PRESENT: Paula Nowick (President), Susan Rudnick (Secretary), Leslie Ellis, (Vice President), Nancy Falls, Catherine Torpey, Sherrie Lynne for minute taking (present for first hour).

NOT PRESENT: Hanspeter Muehlethaler (Treasurer), Dana Ganihar

PRIME MOVER: Paula Nowick

I. APPROVAL OF JANUARY AND FEBRUARY MINUTES

- The Board voted to approve both the January and February 2019 minutes.

II. REVIEW OF FEBRUARY TO DO LIST

- The Board went over all items on last month's To-do list and all were completed with one exception which will be carried over to the March To-do list: (At her next monthly meeting with Hanspeter, Catherine will give him a breakdown on classes and programs income and expenses in more detail.)

III. BOARD DISCUSSION ON CONNECTING WITH THE ILC AND THE

- Several Board members shared that they had spoken with their ILC contact member and shared about their conversations. They each had a positive and informative experience.
- The Board continued their discussion on reaching out to Coordinators and came up with some ideas to move forward. Leslie will review Catherine's draft guidelines for the calls and do some edits. It was emphasized that the primary intention is to connect with the Coordinators.
- There was a sense that it would be best to start making the calls around the time of the launch of the website. This gives the Board a chance to make sure Coordinators are familiar with the new site.

IV. PORTFOLIO UPDATES

- Paula reported on governance and initiated a discussion on second terms for Board members, including a possible review with each member prior to their second term. The sense of those present was that they liked the following suggestion: around 6 months prior to the end of the Board member's first term, the Executive Director and the Board President have a conversation with the Board member to discuss whether the Board member should serve a second term. This gives a chance to affirm good work and address concerns on either side. Paula will write a formal policy to that effect for formal approval at the next meeting. There was also a discussion on bringing more clarity to the election of officers. The sense of the group was that more formality in choosing officers would be wise. Paula will prepare a written policy on choosing officers for the Board for formal approval at the next meeting.
- Leslie informed the group that the Gendlin Center award has been finalized and the winner has been announced. She also mentioned that the Gendlin Center may end up finding another project.
- Catherine gave a website update. They are planning to have Mary DuQuaine come back as project manager to bring the website project to completion. Catherine said that Mary had not yet sent a proposed contract, but that she would share it with Leslie (who has the Outreach/Website portfolio) when it comes in. The Board was supportive of spending money to bring the website to the finish line. Catherine asked the sense of the Board, who agreed that she could begin by spending \$2,000 on project management and if it would be substantially more expensive, to inform the Board but not to delay in moving forward.
- Susan reporting on the program portfolio, said that no country had stepped up for the next International Conference. The Board discussed this and possibilities of how this might move forward and what their involvement may be. Susan also shared that the Membership Committee has been active in updating content for the Membership pages, especially the Partnership Network.

V. EXECUTIVE DIRECTOR'S REPORT/ REPORT FROM

- Four Board members attended the International Conference in Mexico. Catherine and each of them shared their experience. They all agreed it was a great conference, very well organized and took a fresh approach that was well received. The Board experienced it as very inclusive and effective.

VI. CONFLICT OF INTEREST FORMS

- Catherine briefly explained the Conflict of Interest forms, an annual Board responsibility, and requested each Board member carefully read them and sign them.

VII. FELT SENSING AND BRIEF SHARING

VIII. MEETING CLOSED

Next meeting: Wednesday, April 10th at noon Eastern (US) time.