



Board of Directors MINUTES

Friday, February 12, 2021

Online

Documents sent via email prior to meeting

- Agenda (Nelle)
- Minutes from previous month (Nelle)
- ED report to the board for February (Catherine)
- 2021 budget final with 2020 actual figures (Catherine)
- 2020 end of year income and expenses charts (Catherine)
- Goals and plans for 2021 final document (Catherine)

PRESENT: Nelle Moffett, Catherine Torpey, Paula Nowick, Evelyn Fendler-Lee, Leslie Ellis, Peter Afford

ABSENT: no absences

PRIME MOVER: Nelle

1. Attunement

This was led by Evelyn.

2. Minutes

The minutes of the January meeting were approved without any changes.

We agreed that the minute taker sends the draft minutes to everyone for corrections, and then to Catherine for formatting.

3. Dr Chris Slaughter

Chris, an organizational psychologist and executive coach, was welcomed to the meeting. He attended as 'a fly on the wall' to observe the meeting with a view to giving Nelle feedback to help her chair proceedings more efficiently.

4. Proposed protocol for Executive Director reports

Nelle presented a six stage protocol for the board to receive Catherine's reports with the aim of preventing interruptions, asking questions for clarification rather than debate, and commenting on the goals rather than the means of achieving them. A lengthy discussion ensued, some doubts were expressed, and Nelle would like us to go ahead with the protocol as an experiment to see how it works in practice.

5. Executive Director reporting

Catherine presented the 2020 fourth quarter financial report, and then the 2021 budget: this includes projected income from three 'Focusathons' under 'individual giving', projected income from online programs similar to the figures achieved in 2020, and a salary raise for Elizabeth.

Catherine then presented her monthly report, and a revised 'Goals and Plans' document for 2021. Some specific points:

- 'pay what you can' membership fees this year is not workable, and there is more income from membership this year so far than last year
- the budget includes administrative help with communication with Coordinators and Coordinators-in-training to keep track of what individuals are doing and of their progress

Although last year, it was agreed that a draft annual report would be due in May, Catherine indicated that she could have the draft done by April and possibly March.

6. Diversity statement

Evelyn reported that she had had meetings with interested people on the "Diversity of Approaches" statement. There were about 30 responses to the consultation exercise. She and Catherine decided to take some time to process these, do some crossing, and, if appropriate, to come up with a new formulation. The board agreed to suggestion by Evelyn and Catherine to continue to receive feedback on the changes to the Diversity of Approaches statement until at least after the Advanced and Certification Weeklong, which is to take place in July. (Dan Schachter will be leading a conversation on the statement at that time.)

7. Executive Director performance review and expectations for 2021

There followed a closed session without Catherine present to discuss the review document circulated by Nelle.

The meeting ended at 2.15 pm.

Minutes taken by Peter Afford

The next board meeting will be on Friday 12th March at 12 noon (US eastern time)