



THE INTERNATIONAL FOCUSING INSTITUTE

Building on the work of Eugene T. Gendlin since 1979

Board of Directors

MINUTES

December 13th, 2019

Documents sent via email prior to meeting

- information on Joao Carlos Messias for Gendlin Center
- scholarships 2018 and 2019
- ED report
- agenda

PRESENT: Paula Nowick (President), Leslie Ellis (Vice President), Hanspeter Muehlethaler (Treasurer), Nancy Falls, Peter Afford, Nelle Moffett, Catherine Torpey

PRIME MOVER: Paula Nowick

I. REFLECTION

II. APPROVAL OF THE MINUTES

The November minutes were approved. The October minutes are in the pipeline.

III. PORTFOLIOS

FINANCE

Hanspeter led a lengthy discussion. He is concerned that the financial books need to be closed, and hopes there will be accurate figures before the next meeting. Maybe he could meet with the accountant and Catherine. We need to look at the investment account. The accounts switched to accrual in 2015, and reports to the board are on a cash basis.

Catherine said the deficit for 2019 has been revised downwards to \$22k, thanks in part to Samantha's fund-raising work and to Rob Parker's successful class. The new website is now accepting membership dues, and donations will be better than projected.

AFFILIATED ORGANIZATIONS

Nelle has the Affiliated Organizations as her portfolio, and so has had a number of conversations about this with Catherine. Scenarios involving such organizations were explored at the recent meeting with the ILC.

GOVERNANCE

Paula reported that a next step is for a small task group to develop parts of the strategic plan.

Catherine thinks we have reached the "end of the beginning" of the changeover in TIFI governance since Gene and Mary stepped down. She, Nancy and Evelyn will put a proposal to the board about income generation, which will help us explore who we want to be.

There was a suggestion to have a status report on progress with the existing strategic plan.

Another proposal was to have an annual report, which would be an opportunity to take stock. Catherine could draft it, but the board must own it. Agreed: to have a rough draft by the next meeting, each of us writing a section on our portfolio.

WEBSITE

Peter summarized the current situation. The transfer of functions from the old to the new website is underway, some functions are unavailable during the process e.g. the bookstore. The technical committee is Catherine, Joel (webmaster), Elizabeth, Renee La Roi and the developer is MyDropWizard. Another group (Catherine, Renee, François and Peter) are discussing strategic goals. Peter expressed concern that there was a lack of project management and clear documentation, and that the loss of functions during the transition might affect income. \$3,000 a year will be needed for hosting by MyDropWizard once the development is complete.

Catherine said a "minimum viable product" of functions for members will be ready by the end of December. Taking care of the needs of our existing membership is currently a higher need than attracting newcomers on the site.

GENDLIN CENTER

Leslie reported that proposals are coming in and meetings are being held for the Gendlin Symposium.

Agreed: for Joao Carlos Messias to join the Gendlin Center Committee.

FUNDRAISING

Nancy reported that Samantha has done a good job preparing the Stepping Up campaign and contributing other things, without costing much. Catherine will ask her to do an hour a week in 2020, for which \$1,500 annually should be added to the budget for this kind of help with fundraising.

PROGRAMS

The Programs Committee consists of Paula Nowick, Susan Rudnick and Catherine. Paula reported that they have discussed the possibility of creating FOT "contract courses," and how to do that in a way that is fair. Previously, having one teacher always teach created resentment. However, it is lucrative and also holds up a beacon of teaching FOT, and so it is worth exploring.

MEMBERSHIP

Paula said the membership committee will develop proposals to present to the board.

IV. EXECUTIVE DIRECTOR REPORT

A written report was submitted. It covers vision, Internationals, the Folio, China, Donata's request for translation money, and Catherine's vacation banging her drum in Africa.

V. JANUARY 2020 MEETING

Catherine will be away. The board can evaluate her and evaluate itself during the meeting.

VI. FELT SENSE RESPONSES

We each said something from our felt sense of participating on the board.

VII. MEETING CLOSED

The next meeting will be on Friday 10th January 2020.