



# THE INTERNATIONAL FOCUSING INSTITUTE

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

## Board of Trustees

### MINUTES

September 19, 2018

#### Documents sent via email prior to meeting

- Agenda
- July minutes
- July To-do list
- Executive Director Report
- Evelyn Fender-Lee resume
- Evelyn Fender-Lee photo
- Nancy Falls resume
- Nancy Falls photo
- Nancy Falls essay
- Board comments on ILC Concerns Procedure Document
- Paula Nowick's comments on the ILC Concerns Procedure document
- Proposed portfolio structure
- Affiliated organizations document

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

NOT PRESENT: Susan Rudnick (Secretary)

PRIME MOVER: Paula Nowick

#### I. FOCUSING / TAE EXERCISE

- Hanspeter led the group through a TAE exercise called 'big words'. This was followed by a pairing of members with Focusing and sharing on the topic. Everyone came together for some final sharing.

#### II. ILC CONCERNS PROCEDURE DOCUMENT

- The Board reviewed and discussed the document.
- **It was decided by the Board to have Catherine return the document with their edits and suggestions to the ILC.**

#### III. VOTE ON NOMINATIONS

- There was a motion to approve Nancy Falls to the Board and Evelyn Fendler-Lee to the ILC.

**VOTE: The Board voted to approve both Nancy Falls to the Board and Evelyn Fendler-Lee to the ILC.**

- There was a Board discussion to have a more formal orientation for new Board members to make them feel welcome and get them acquainted with what the Board has been working on.
- A plan was created that includes welcome calls from the Executive Director and Board President and welcoming emails from the Board members. It was suggested that a similar plan be used for new ILC members. Paula agreed to speak to the ILC about orienting new members.

**IV. PORTFOLIOS**

- Paula explained that she and Catherine had met prior to the Board meeting to discuss their concerns about portfolios. Discussion followed about the role of the Board members in regards to their portfolios and, in general, as Board members. The conversation centered around *managing* an organization versus *governing* an organization. Toward the end of the conversation, a consensus began to emerge that Board duties are specific to oversight and long term visioning. One Board member summarized by saying that Board members are welcome to pursue other interests they have in the Focusing community, however, that work is not linked to their role as a Board member.
- It was suggested that Hanspeter join the Programs portfolio and he agreed.

**V. FINANCIAL REPORT**

- Catherine presented a comparison of 2017 and 2018 financials based on the September QuickBooks reports. It was noted that there has been a substantial increase in fundraising this year and decrease in program income. Catherine clarified the decrease in program income is mostly due to their not being a Summer School or FOT Conference in 2018. There was a brief discussion about the future of programming amongst the Board members.

**VI. APPROVAL OF JULY MINUTES**

- There was a motion to accept the July minutes.

**VOTE: The Board voted to approve the July minutes.**

**VII. FUTURE BOARD MEETINGS**

- After a discussion about how to most effectively meet, the Board decided to experiment with a 2.5 hour meeting in October. They also agreed to meet in November and take off for the holiday month of December.

**VII. MEETING CLOSED**

*Next meeting: Wednesday October 10, 2018 for 2.5 hours with a break.*