



Minutes
Board of Directors
May 8, 2020
12pm - 2pm Eastern US Time

Present: Leslie Ellis, Paula Nowick, Nelle Moffat, Nancy Falls, Hanspeter Mühlethaler, Catherine Torpey, and Peter Afford (taking the minutes).

We started with an attunement.

Minutes of April meeting

Apart from spelling mistakes, the minutes were unanimously approved.

Finance

The final figures for 2019 were unanimously approved. These adjustments concern the expected values for the quarters, the values for the year are not changed.

Hanspeter explained the first quarter figures for 2020 which show some changes from the budgeted figures due to the effects of the coronavirus pandemic. He also explained some adjustments to the budget made in the light of the pandemic.

Catherine said there would be a loss of income from the cancelled Weeklong, Felt Sense, and Northeast FOT conferences, and some new online courses. To compensate, she hopes TIFI will receive \$48k from the US government to help with payroll and rent expenses. A worst case scenario of no government help, lower income from membership and donations, and no refunds from venues, would lead to a forecast \$33k deficit for the year rather than the originally-projected positive income.

There was a discussion about changes resulting from holding conferences online. For example, the Weeklong may be held in stages over a month.

Programs

Leslie proposed making this an agenda item for the June meeting, covering the program team and program portfolio.

Mission and vision statements

Paula, who had circulated some statements she has collected, asked what we felt was missing from them, and what we felt should be dropped from them – such as adding something about online offerings, and reaching beyond the Focusing community.

Catherine said the vision statement should be about the way we want the world to be. She thinks TIFI isn't ready to spell out its vision and mission, and an outside person

would be needed to facilitate our doing this over six months. Others are against the idea of using outside consultants.

We agreed that Nelle would take on the strategic planning portfolio which could include mission and vision statements.

Fundraising

Catherine wants us to use the annual report to talk to our designated people.

She is planning a 'focusathon', which is a 24 hour Zoom meeting room with 3 people in a room at any one time. This will be delayed until after June 1st, and people will pay a minimum of \$1 to participate. Hanspeter recommended attracting new people to the event.

Governance

The question whether changes to the by-laws should tie in with the strategic plan was discussed. Paula will circulate the suggestions she has had for changes. These can be run past the TIFI lawyer if necessary.

The Gendlin Research Center

Leslie said there have been four applications for grant money, and a Gaza Focusing community program has been chosen to receive it.

The 'Say What We Mean' symposium will go online, although there is some resistance at Seattle University to this according to Kevin Krycka.

Affiliates

Nelle read out a report about the existence of the portfolio specifying TIFI's relationship with affiliate organizations. Catherine thinks work first needs to be done on certification. Nelle advocated not imposing arrangements on potential affiliates since there is a wide variety of situations. Leslie raised a question about affiliating with non-Focusing organizations in future.

It was noted that there are Coordinators who give certificates with the TIFI logo on them but without paying anything to TIFI. Peter ventured that this was out of order, and that the whole matter needs a proper review. Nancy suggested making this part of the strategic review.

Website

Catherine explained that MyDropWizard is pulling out of all further development of the project. She thinks this may not be a disaster as they had effectively become background support. Joel has moved the site into TIFI ownership at a cost of \$25 a month for hosting.

There is an opportunity now to work with a new firm, and Catherine and a volunteer, François, have had an initial meeting with Back Office Thinking (BOT), recommended by François. She is considering hiring them to do an assessment of the project. This would cost up to \$5k which can be met by a budget provision for special website costs. The budget has Joel going down to 10 hours a week in June. Back Office

Thinking would charge by the hour or at a project fee if TIFI contracts them to do further work after an assessment.

Nancy suggested asking another company to tender for the work, but Catherine said François thinks there is no other company that works with Drupal and Civi, the two platforms on which the website is built. BOT will supply references, and would need 2 to 4 weeks to complete the assessment. They think Drupal 8 does not work well with Civi, but Drupal 7 may be a better fit.

Catherine believes that the MVP2 version of the site that will come online in June is good enough for now. She is having Renee La Roi's work on content organization end in June.

Peter expressed concerns about the cost implications of using BOT to develop the site, and about changing the platform and the people working on the project. He recommends that TIFI write a spec of the help we are looking for at this stage of the project before committing to BOT.

We are using Drupal and Civi in part because they are open source systems, allowing us to own our own site.

Reports

Catherine asked for feedback on the 'dashboard' style of her monthly report, by email.

Any comments on the draft version of the annual report that Leslie and Peter have worked on should be sent to Catherine who will finalize it.

New directors

Paula reported on the Nominating Committee's work in assessing the candidate whose name had come up previously. The Nominating Committee felt that this person was qualified, but that perhaps we could look for someone from a non-English speaking country. Requirements for new board members might be experience and dynamism (Peter's suggestion), experience with organizations (Nelle's suggestion), and maybe a Spanish or Chinese person (Nancy's suggestion).

Matters carried over to next meeting

Proposal to review the process of evaluating the ED, in camera.

The next board meeting will be on Friday 12th June