



**Board of Directors  
Minutes**  
Friday 13th November 2020

Documents sent with Board Agenda:

- Draft Minutes for approval
- ED Responsibilities document
- About the Board document
- Document Repository – shared dropbox info
- Executive Director report

*Present:* Nelle Moffett, Catherine Torpey, Paula Nowick, Evelyn Fendler-Lee, Peter Afford, Leslie Ellis, Hanspeter Mühlethaler

1. **Attunement** led by Evelyn.

**2. Hanspeter farewell**

Hanspeter spoke of his decision to leave the board at the completion of his 3-year term (although he will continue to help with the TIFI budget). He expressed frustration that so little was accomplished during his tenure, and expressed hope that the board finds greater clarity of purpose going forward. Board members offered their thanks to Hanspeter.

**3. Minutes**

The October meeting minutes were approved.

**4 Dropbox instructions**

These were reviewed for those needing clarification/support in the use of Dropbox as a central repository for the board documents and to-do list (which will be updated each month by the minute-taker). Paula suggests this list be circulated prior to each meeting.

**5 Visioning Process**

Nelle will compile what we have discussed both at the Visioning meeting facilitated by Leah, and taking prior documents/discussions into account, and then circulate it to the board for comments that will enable us to set priorities going forward. There was a distinction made between the mission statement (which we have) and the vision, which reflects longer-term concerns and goals and may not be distilled into a simple statement.

A suggestion was made to celebrate our worldwide focusing community more publicly, and offered the specific suggestion that new Coordinators be announced to the TIFI membership.

Some frustration was expressed that we did not 'plan to plan' last February as this may have resulted in the process being further ahead than it now is.

The question was asked: who "owns" TIFI and what does it want to be?

One member pointed out the difference between annual operations planning (which Catherine presents in January) and the long-term vision/plan (which is the board's role).

#### **6. About the board document**

This document, which spells out board/ED responsibilities, was advanced a step further toward completion. A desire was expressed for the document to reflect collaboration between the board and ED. Changes to reflect this included changing requiring "approval" to requiring "consultation" for matters that require board oversight, as well as a further clarification of what these matters are. Peter will circulate a new document reflecting these changes and request final approval from board members.

#### **7. ED Evaluation document**

Nelle is to circulate a document for discussion purposes that incorporated Catherine's initial draft of ED responsibilities, and the suggestion that portfolio holders offer input on the specific areas that they oversee.

#### **5. ED Report**

A written report was submitted. Catherine comments on the highly successful FOT conference and mentioned that TIFI is in a 'sweet spot' with respect to its online course and conference offerings. This success will be reflected in planning for the coming year, including the possibility of offering another FOT conference.

There was a brief discussion about bring back 'felt sense' meetings for the board between its regular board meetings. These sessions used to take place; they were without any predetermined agenda and allowed the board to sense into what needs attention.

#### **7. Closing Felt Sense (Evelyn)**

Note: Several agenda items were skipped due to lack of time.

*minutes taken by Leslie Ellis*