



# THE INTERNATIONAL FOCUSING INSTITUTE

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

## **Board of Trustees**

### **MINUTES**

January 14, 2022

Online

#### Documents sent via email prior to meeting

From Nelle:

- Annual Calendar for Board meetings for 2022
- Direction Setting for 2022 draft
- Policies 1-8-2022
- TIFI BoD 2022.01 Agenda

From Catherine:

- 2021 actuals and draft 2022 budget
- Narrative report on 2021 actuals and draft 2022 budget
- 2021 end of year update on performance review
- Diversity Report 2021.12
- Goals and Plans for 2022
- Draft minutes 2021.12

#### **PRESENT**

Nelle Moffett, Florentina Sassoli, Darryl Commings, Evelyn Fendler-Lee, Peter Afford, Catherine Torpey

We welcomed two new Coordinators, Lia Zagers from Belgium and Guilherme Tostes from Portugal.

#### **I. ATTUNEMENT**

Attunement was led by Evelyn after we all agreed that the attunement will be carried out by the person who takes the minutes.

#### **II. MINUTES**

The minutes of the December meeting were approved with some minor changes.

#### **III. PROCESS FOR THIRD YEAR BOARD MEMBERS**

Nelle introduced the topic of how to proceed with board members who are in their third year, with perhaps making a policy at the next meeting. So far, there has been no election for the second term of a board member, nor any way for the board to assent to the person having a second term. It has been effectively treated as a right for the person to have a second term. This has not created any problems, but it can be better to have a process in place rather than waiting for a problem. One idea is to have the Nominating Committee have a conversation with any member whose term is ending. It was also said that the

Nominating Committee should know about the needs the board feels it has in terms of skills and characteristics a person brings. It was affirmed that we have always had good people.

The terms of Peter and Nelle end in summer 2022. Peter announced that he will not serve for a second term in the board. Nelle offered to stay on the board for a second term.

#### IV. ANNUAL BOARD CALENDAR

January is too soon to talk about the final financial closing of the preceding year, because it takes a few weeks for the books to be closed.

#### V. EXECUTIVE DIRECTOR REPORTING

A written report was submitted in advance. The following items were discussed:

- The preliminary report on end of year financial position: TIFI is financially breaking even or slightly positive. This is not including the money from the US government, which is additional.
- Final report on Board action requests from 2021 evaluation: All required action were addressed.
- Year to Come Goals & Plans document: Special projects are planned from the reserves.
- Draft annual budget for 2022 based on tentative Program Plan for 2022: In February the formal proposal for 2022 will be finalized, and we will vote on it.

#### VI Actions

- Automated membership renewal notification will be checked for clarity.
- Catherine will connect Peter Afford again with the organizers of the French International so he can share some ideas on communication with registrants.
- The budget presented in February will be the final version, so if board members have any concerns or changes, they should contact Catherine and/or Darryl prior to that meeting.

Meeting closed

The next Board meeting will be on Friday February 11, 2022 at 12noon (U.S. Eastern time)