



THE INTERNATIONAL FOCUSING INSTITUTE

Building on the work of Eugene T. Gendlin since 1979

**Board of Directors
MINUTES
12th August 2022
Online**

Documents sent via email prior to meeting

From Nelle:

- Agenda
- Board minutes draft from July 2022
- Annual Conflict Interest Disclosure Statement
- Annual meeting with Members outline
- Draft Document Retention & Destruction Policy
- Template for Board meeting minutes
- Eveline Moor Züllig photo & bio

From Catherine:

- Catherine's August report to the Board
- Draft Letter to Coordinators: unique name for "Focusing"
- Kay Hoffman – link to her BFA profile

PRESENT: Nelle Moffett, Florentina Sassoli, Evelyn Fendler-Lee, Darryl Commings, Catherine Torpey, Veronica Toescu

ABSENT: None

GUESTS: Eveline Moor Züllig
Kay Hoffman

ATTUNEMENT: Evelyn led the attunement

- I. Greeting new Coordinators and Guests (Nelle)
The Board greeted Kay Hoffman, Coordinator from Bedford, UK
The Board welcomed Eveline Moor Züllig who was present to observe the meeting
- II. Veronica was assigned to take minutes
- III. Correction/Approval of minutes from July 2022 – Minutes of July meeting unanimously approved
- IV. Update Conflict of Interest forms – Nelle confirmed that all Conflict-of-Interest forms have been received.
- V. Nominating Committee Report:

- a. Flor introduced Eveline Moor Züllig as a nominee to the Board
 - b. Flor shared that a new member to the Nominating Committee was added that is, Roberto Larios from Mexico.
 - c. Flor reminded the Board of the members of the Nominating Committee: Amona Buechler (Germany), Massimo Zarghetta (ILC - Italy), Florentina Sassoli (Board - Argentina), Catherine Torpey (ex officio, USA), Roberto Larios (Mexico)
- VI. Report on Diversity Statement (Evelyn, Catherine)
- a. Evelyn reported that there had been very positive feedback received from Coordinators.
 - b. Board agreed to the suggestion that after receiving feedback from Coordinators, this document should be sent to people who are often discriminated against (gender, disability, etc) to give us their feedback
 - c. Catherine & Evelyn took note of the conversation that the Board had and will integrate it into any future revision.
- VII. Revision to Document Destruction/Retention Policy
- a. The Board voted to approve the Revised Document Destruction and Retention policy as revised.
 - b. Catherine will send the Board the revised version of this policy.
- VIII. Selection of Board officers (President, Vice President, Treasurer)
- a. Nelle has been elected to remain as President
 - b. Evelyn has been elected to remain as Vice-President
 - c. Darryl has been elected to remain as Treasurer
- IX. Annual Meeting with Members (attached DRAFT – Nelle, Catherine)
- a. In 2021, the Board invited members to a meeting to get to know more about the Board and its work. It plans to do the same this fall. Nelle shared a proposed agenda based on last year's meeting. It is an opportunity for members to hear what the Board does. Good for the Board to be visible, available, accessible.
 - b. The dates proposed did not work for many of the Board members, so Nelle and Catherine will propose dates via e-mail.
- X. Draft letter to Coordinators to invite their response to the use of the term “Experiential Focusing” (Catherine)
- a. The Board discussed the wording of the letter and recommended some edits.
 - b. The Board voted in favor of the document as amended, and requested to see the revised version before it is sent out.
- XI. Executive Director A written report was submitted and Catherine summarized it for comments and questions.
- XII. Executive Session to Vote on New Board Member
- a. Nelle thanked Eveline for visiting and informed her that Flor will be the letting her know the decision of the Board
 - b. The Board voted to approve Eveline to join the Board
- XIII. In talking about nominations, Catherine reminded the Board of a previous conversation where the idea of having short-term adjunct members of the Board could allow for more diversity and opportunity. The Board requested that Catherine write up a proposal for the September meeting.

*The next Board Meeting will be Friday, **14th October 2022** at 12noon (U.S. Eastern time)*