

4/01/14  
Board Meeting

Present: Nina Joy Lawrence , Rob Foxcroft, Robert Lee, Cynthia Callsen, Catherine Torpey, Jane Quayle

Guest: Jay Pacitti, Attorney, to advise on Board selection process

Prime Mover: Rob Foxcroft  
Recording Clerk: Cynthia Callsen

MINUTE #1

**Catherine and Nina Joy will create a proposal for the way to set up a nominating committee and bring it back to the board.**

**Themes discussed:**

- **Financial issues of The Focusing Institute,**
- **Education and advice from Jay Pacitti on choosing Board members and functions of a Board of Directors of nonprofit organizations.**

**Prepared by  
Cynthia Callsen, Recording Clerk  
Board Approved**