



THE FOCUSING INSTITUTE
carrying life and thought forward

MINUTES - The Focusing Institute Board of Directors
May 6, 2015 via Zoom

Documents submitted prior to the meeting via email

- Agenda (from Jim Iberg)
- Minutes of April meeting (from Jim Iberg)
- Script for board calls (from Catherine Torpey)
- Treasurer's report (from Kevin Krycka)
- Executive Director's report (from Catherine Torpey)

PRESENT: David Rome, Susan Lennox, Jim Iberg, Catherine Torpey, Jane Quayle, Kevin Krycka, Elizabeth Cantor (for minute-taking)

ABSENT: Mary Jennings

MEETING FACILITATOR: Jim Iberg

I. OPENING SILENCE AND SHARING

II. AGENDA DISCUSSION – No additional items

III. MINUTES The April minutes were approved as submitted

IV. EXECUTIVE SESSION

There was one item regarding a confidential matter. Separate confidential minutes were taken. No action was taken.

V. TREASURER'S REPORT.

- Kevin reported \$56,000 in net income for Q1 2015.
- There was a discussion about the status of income from dues. The possibility of providing alternate payment option, such as monthly payments, was discussed. The Board requested that Elizabeth Cantor develop an analysis of dues payments by membership categories to serve as the basis for projected revenues from dues.
- David Rome proposed that a Membership Committee be established, and it was decided that this issue would be considered in connection with a future discussion on Board committees.
- Kevin reported that the International Conference will give its net proceeds, if any, the Institute.
- Kevin and Elizabeth reported that they are making progress on producing profit and loss statements for major TFI events.

VI. PREPARING FOR SEATTLE

It was confirmed that there is time on the schedule at the conference to make a presentation to attendees.

VII. EXECUTIVE DIRECTOR'S REPORT

Catherine reported on:

- Her trip to Israel; was very well received. Met with Focusers at a conference; made a presentation; discussed that if they form an Israeli Focusing Association, the Institute would like to have it evolve in a cooperative way.

-Mary Hendricks Memorial Fund; there have been conversations with a number of people about how we can raise money to promote the things Mary was most passionate about, while helping support the Insittute.

- Discussion of board calls to supporters; went over purpose of calls and list of identified supporters

VIII. LIAISING WITH ILC

It was confirmed that Mary Jennings will act as liaison to the ILC. We will begin with simple communication outside meetings and further explore the possibility of attending one another's meetings.

IX. CONFLICT OF INTEREST POLICY and BY-LAWS REVISION

Susan Lennox looked at a number of sample conflict of interest policies to come up with her draft. We need to be clear on who is covered by this policy. The Internal Revenue Service requires certain provisions. She will start a thread on e-mail for feedback on the policy.

Susan Lennox reported that she has reviewed the existing By-laws in light of the Illinois Not-for-profit corporation law, which applies to TFI because it is incorporated in that state. She stated that some changes will need to be made to the existing bylaws to conform to the law. Susan and Jim Iberg are in the final stages of preparing draft revised bylaws and will send them to the Board for review prior to the next meeting.

It was discussed that at some point we might want to have more time to discuss these in a meeting, not just in writing, because documents which have so much legal language can be more easily processed verbally for some of us.

It was agreed that after the board has discussed these two documents, they will be sent to the ILC to request their input before being formally adopted.

X. POSSIBLE PUBLICATION OF GENE'S WORKS David Rome reported that Ed Casey (a philosopher and academic and old friend of Gene's) is working with Northwestern University Press to hopefully have them publish A Process Model and a book of collected articles. The Northwestern University Press board is set to meet Thursday, May 7.

XI. RETURN TO EXECUTIVE SESSION

There were two items about intellectual property. Separate notes were taken.

XII. SELECTION OF NEXT MONTH'S PRIME MOVER: Jane Quayle

XIII. FINAL SILENCE

Felt Sensing meeting on the topic of board process and transparency May 20 at 6pm Eastern Daylight Time

The next regular board meeting: June 3rd, 2015 at 5pm Eastern Daylight Time

TO DO'S arising from the meeting:

Catherine Torpey will

- Re-send information for board calls to supporters, send it all as one document with subject heading of "Donor docs"
- Report on percentage of members who have paid their dues this year compared to last year

- Check with the organizers of the Coordinators Assembly that the Institute has a chance to speak with the Coordinators
- Follow up with Jim Iberg and others about the Mary Hendricks Memorial Fund

David Rome has one item from the executive session minutes

Susan Lennox

- do the item listed in the executive session minutes
- lead a conversation on e-mail regarding the Conflict of Interest policy
- send around by-laws via e-mail
- develop agenda for May 20 Felt Sensing meeting

Elizabeth Cantor will:

- Report on percentage of members who have paid their dues this year compared to last year and anticipate income from membership in final three quarters of 2015

Submitted by Catherine Torpey

Approved at the board meeting on June 3, 2015