



MINUTES - The Focusing Institute Board of Directors  
November 4, 2015 via Zoom

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

MEETING FACILITATOR: David Rome

David talked briefly about the new format we are trialing, that of having a smaller agenda and giving ourselves more time to consider each item.

#### I. OPENING SILENCE AND SHARING

#### II. REVIEW AGENDA

Susan asked for time to talk about the Membership Committee, it was noted that this fits under the topic of the financial outlook.

#### II. NOMINATING PROCESS

Catherine presented a draft document outlining the Nominating Process. The board discussed the alterations suggested by the International Leadership Council (ILC) and made some further amendments. The document was finalized by the end of this discussion. As part of this discussion concerns were raised about the board and ILC member's not rotating as originally planned. We discussed our reasons for needing to take this step. In our first year our attention was taken by forming a cohesive working group and attending to urgent business of the transition. We are now in a position to move forward with the rotation process and to this end are forming a nominating committee.

#### III. STRATEGIC CONVERSATIONS.

Mary Jennings gave a summary of the present progress of the Strategic Plan. The Strategic Planning Committee noticed that there are areas where there are gaps in the plan and where the goals are not in alignment. They are of the view that we need to take a pause in the process and have some strategic conversations to address these areas of concern. Rosa Zubizarreta has offered her assistance with this step using her facilitation skills in convening small groups and having individual conversations with the board and ILC.

#### IV. FINANCIAL OUTLOOK; looking at priorities for where money will be coming from in near and long term.

Catherine presented a document outlining sources of income both current and potential, as a starting point for the discussion.

Susan gave a report on the membership committee and the individual conversations she had with each person on the committee. She reported being happy with the variety of views and ideas held. It was noted that any steps we take which come from this process will need to take

into consideration the limitations of our financial and staff resources and be carefully targeted to also be in alignment with the needs and expectations of our members.

A discussion on future creative programs ensued, particularly in the area of business innovation. Mary and Kevin will further develop these ideas.

Kevin gave a brief report on the financial overview, we are on an even keel, with an overall year end loss expected. Stephen, Catherine and Elizabeth will continue to work on changes to our reporting system in order to have access to timely and easy to read information about our current financial situation and to more easily create our future forecasts.

#### V. Housekeeping

- November 18 felt sensing meeting – no prime mover was appointed
- Mary Jennings will be next month's board meeting Prime Mover

#### **TO DO'S arising from the meeting:**

Catherine Torpey

- Follow up Rosa for organizing strategic conversations.

Catherine, Elizabeth and Stephen

- Continue to work on changes to our financial reporting system.

Mary and Kevin

- Develop further the ideas of future creative programs.

Submitted by Jane Quayle