



THE FOCUSING INSTITUTE

carrying life and thought forward

MINUTES - The Focusing Institute Board of Directors

Date: June 1, 2016 via Zoom

Documents submitted prior to the meeting via email

- Agenda (from Catherine Torpey)
- Folio special history proposal (from Catherine Torpey)
- Confidential proposal regarding possible future re-branding (from Catherine Torpey)
- List of candidates for the ILC and Board (from Catherine Torpey)
- Balance sheet as of May 2016 (from Kevin Krycka)
- May 2016 profit & loss statement (from Kevin Krycka)
- YTD profit & loss statement (from Kevin Krycka)

PRESENT: Jim Iberg, Mary Jennings, Kevin Krycka (treasurer), Susan Lennox (vice president, after 45 minutes), David Rome (president, first 90 minutes), Catherine Torpey (secretary), Jane Quayle, Henry Chen (for minute-taking)

MEETING FACILITATOR: David Rome

I. OPENING SILENCE AND SHARING

II. AGENDA ITEMS TO ADD IF TIME ALLOWS

- Two updates from Catherine
- Addition of the topic of research

III. FINANCIAL UPDATE

Treasurer Kevin Krycka presented an update and proposal:

1. The accrual method of accounting makes membership income appear inflated.
2. Discussion of how to get an accurate accounting of who actually will be renewing membership, so that the projections are realistic. Kevin sent Catherine a proposal for asking people to confirm renewals before entering them into QuickBooks as accounts receivable.
3. **Action:** Catherine to bring this proposal to the membership committee.

IV. NOMINATIONS

Catherine Torpey and Jim Iberg presented the nominees as reviewed by the nominating committee and the ILC.

- **Decision:** Unanimous agreement to the slate of nominees put forward by the Nominating Committee for the Board and the International Leadership Council.
- **Decision:** Incoming members will be asked to attend the July meeting with the existing board.
- **Action:** As there are 3 nominees to the ILC to fill 2 vacancies, Jim to ask ILC on whether to have two or three new ILC members; also to ask the ILC to review whether there were any objections to one board nominee whose name they had not yet reviewed.

V. FOLIO

Catherine Torpey presented a proposal regarding the special history edition of the Folio.

- **Decision:** The board accepted the written proposal, which includes payment of \$2000 compensation for Bala Jaison and Paula Nowick, each, for editing this special edition.