



## MINUTES - The International Focusing Institute Board of Directors

Date: September 7, 2016 via Zoom

### Documents submitted prior to the meeting via email

- Agenda (from Catherine Torpey)
- P&L July 2016 Accrual (from Kevin Krycka)
- P&L August 2016 Accrual (from Kevin Krycka)
- Balance Sheet August 31 2016 Accrual (from Kevin Krycka)
- Cash flow Jan-Aug 2016 (from Kevin Krycka)
- Cash flow August 2016 (from Kevin Krycka)

PRESENT: Dana Ganihar, Mary Jennings (vice-president), Kevin Krycka (treasurer), Paula Nowick, David Rome (president), Susan Rudnick (secretary), Catherine Torpey, Henry Chen (for minute-taking)

MEETING FACILITATOR: Paula Nowick

### I. OPENING SILENCE AND SHARING

### II. AGENDA ADDITION – FOLIO ANNOUNCEMENT

Paula announced that she and Bala Jaison will retire as editors of the Folio.

- The board thanked them for their many years of service.
- Paula and Bala have committed to strongly support and guide the next team of editors.
- **Decision:** The board will discuss the next steps for Folio leadership at the next board meeting.

### III. BOARD MINUTES

- Following the assignment of portfolios last meeting, Mary wondered if ILC members might also be a part of these portfolios. General agreement that this could be resolved case by case, with different arrangements for different issues of concern. For example, the membership issue may be addressed through joint committees.

### IV. FINANCIAL UPDATE

Kevin and Catherine updated the board on the current financial situation:

- TIFI's financial situation is fairly stable.
- The Weeklong will likely not bring in much income this year.
- The accounting for FISS is finishing up and should be profitable this year.
- The finance committee will assess these and other programs in their upcoming meeting.

### V. EXECUTIVE DIRECTOR UPDATE

FISS, Weeklong and Italy:

- Catherine described a successful FISS and shared her ideas for the next FISS.
- The Weeklong will have 3 contributing coordinators from Argentina, Chile, and Italy in addition to the 3 organizing coordinators.
- Due to less attendance this year, board members wondered if these two programs could be merged, or if certification could be acknowledged in a different way.
- **Action:** Dana will join Catherine and Susan's portfolio meeting regarding programming.
- Catherine reflected on a meaningful visit to Italy during their annual Focusing conference. In addition, the proceeds from the conference were donated to TIFI.



Board outreach and executive session:

- **Action:** Catherine will put together a list of donors and supporters for Board members to reach out to during the holiday season. Though the main goal is to fundraise, another goal is to simply appreciate and connect with TIFI members and friends.
- The board then went into executive session regarding the rebranding of the Institute.

#### VI. WEBSITE REDESIGN UPDATE

Mary updated the board:

- Mary and Renee would finish reviewing all 12 applicants for the website redesign project manager (PM) position by the following day.
- General agreement that a non-Focuser PM can be introduced experientially to Focusing.

#### VII. BOARD "OPEN FORUM" MEETINGS WITH COORDINATORS

- **Decision:** The open forums over Zoom are to be without agenda; rather, board members hope to relate as people, to listen and answer questions from coordinators.
- **Action:** Catherine and Dana will propose a plan to the board by email within two weeks. For example, to have 3 times for 3 different parts of the world. A different pair of board members would be present for each forum. There would be a limit of 10 participants per forum and members of the ILC would also be invited to participate.

#### VII. HOUSEKEEPING:

- Board felt sensing meeting to stay on the schedule for September 21. Board members can notify by email if they would like to skip it. The format (such as using breakout rooms) will be decided at the meeting.
- Kevin will be the October prime mover.

*To do's arising from this meeting:*

Catherine:

- To email board members lists of supporters and donors for the them to reach out to.
- To add the topic of Folio leadership on the next agenda.

Catherine and Dana:

- To work on a plan for the open forum meetings with coordinators.
- Within two weeks, to email this plan to the other board members to comment and approve.

Henry:

- To schedule a meeting between Dana, Susan and Catherine regarding programming.