



THE INTERNATIONAL FOCUSING INSTITUTE

Building on the work of Eugene T. Gendlin since 1979

Board of Trustees

MINUTES

July 11, 2018

Documents submitted for this meeting

- Agenda
- ED report
- June Board Minutes
- Financial Report 2018, 2nd Quarter actuals against budget
- TIFI portfolios 2,3,4
- June ToDo list

PRESENT: Paula Nowick (President), Leslie Ellis (Vice President), Susan Rudnick (Secretary), Hanspeter Muehlethaler (Treasurer), Dana Ganihar present after the first half hour, Catherine Torpey, Sherrie Lynne (for minute taking) present for first hour.

PRIME MOVER: Paula Nowick

I. GREETING FROM NEW BOARD PRESIDENT AND NEW MEETING FORMAT PROPOSAL

- Paula took a minute to acknowledge what a great job previous Boards have done for the Institute. She proposed four format changes to the Board meetings as an experiment:
 - The first half hour of the Board meeting be spent doing Focusing on a specific Board issue. Each month a different Board member would lead the process and suggest a topic. She described the rich gifts and talents of each Board member.
 - The first order of business to be devoted to priority issues. (not old business) Starting with the #1 priority issue.
 - Reflection on the meeting at the end.
 - Rotation of Prime Mover – a different Board member each month.
- The Board expressed positive feedback on the proposed format changes.

II. FOCUSING ON BOARD TOPIC

- Board members paired up and went into breakout rooms to discuss a topic that Paula proposed: "What do I understand (and not understand) about my portfolio duties?" This was followed by a rejoining of the full group to report on what they discovered. ***
- Each Board member shared what they felt they needed assistance with regarding their portfolios.

III. PORTFOLIOS

- Paula suggested a way to explain portfolios:
 - Portfolios are a way to monitor how well the strategic goals are being met.
 - They are vision driven (based on the vision elaborated in the Strategic Plan of what have we decided we want to see happen)
 - Holders of Portfolios collaborate with the ED to identify needed steps/resources in order for the goals to be met.
 - Portfolios contain clearly set desired outcomes with defined timetables which are cooperatively developed with the whole Board and the ED
- The Board finished reviewing Goal 4 of the Strategic Plan and assigned portfolios to the actions.
- Susan reported on the Membership portfolio and the partnership pool, a subcommittee of the Membership Committee. She shared what they were doing and said she feels very good about the work that's been done.
- Overview and possible distribution of workload

IV. BOARD MEETING CALENDAR

- It was decided that the Board will not meet in August. Instead, Catherine and Paula will jointly be setting up meetings with each Board member to discuss their portfolios (and their participation in the Stepping Up campaign). The Board will meet in September, October and November (not December).

V. FOCUSING INITIATIVES

- Paula updated the Board on her recent conversation with Melinda. The Board was pleased to hear confirmed a couple of actions that Focusing Initiatives is planning to take which should reduce the confusion that many people still have between the two organizations.
- The Board decided that Paula would draft a letter to Melinda, which would be approved by the rest of the Board and sent to our lawyer before sending to Melinda.

VI. FINANCIAL REPORT

- Catherine reviewed the report in detail with the Board. Fundraising is going well.
- Overall in first half of 2018 income is slightly higher than budget and expenses are slightly lower than budget leaving the Institute in a strong financial state.
- There were questions about how various programs are doing. Catherine promised a detailed report on programs for the next meeting.

VI. EXECUTIVE DIRECTOR REPORT

- Catherine shared her travel plans to Germany for two weeks during the DAF Summer School and informed the group that she will be working while there.
- There was an ILC update from Catherine. Donata has resigned from the ILC and the Gendlin Center Steering Committee. The ILC has been working on a process for members to follow when they have concerns. Catherine will send a report to the Board on behalf of the ILC regarding this topic.
- Update on the status of the pilot program for Coordinators.
- Catherine explained the Children's Focusing Conference in Italy has been cancelled.
- Catherine gave a brief website update and will follow up with a report to the Board on the timeline.

VII. JUNE MINUTES

- The final draft of the June minutes will be approved by email.

IX. REFLECTION ON MEETING AND CLOSING

- The Board gave a Felt-sense response to the question: How satisfied are you with the Board's accomplishments this meeting? Satisfaction was expressed by the members.