WRITTEN REPORTS BY EXECUTIVE DIRECTOR
Now that I’m working full-time, I intend to write out reports to the Board at least monthly and more often if it seems useful. The purpose is to make meetings more efficient by communicating succinctly, to make sure I don’t neglect key information or important reminders, and also simply as a way of keeping a historical record.

CONFIDENTIAL LEGAL MATTER
I sent a confidential e-mail today to the Board (May 27) with an update about the legal matter under discussion.

REPORT ON FOCUSING ORIENTED PSYCHOTHERAPIES CONFERENCE AND COORDINATORS’ ASSEMBLY
Robert Lee and I can say more verbally, but I attended both the conferences last week, and both were extremely successful. As for the FOT Conference, I was very impressed by how organized and cheerful Doralee Grindler Katonah and Soti Grafanaki were as they headed it up. I sat in on a couple of the organizing phone calls and their leadership was extraordinary. The mood at the conference was upbeat and I think people learned a lot, got to Focus a lot, and had a great experience.

The Coordinators’ Assembly started out good, but with some noticeable tension. The tension seemed to revolve mainly around discomfort with whether the Institute would be more open in its new structure, or whether Coordinators would feel excluded and frustrated. It seemed to me that the tension was greatly relieved by open conversations that Coordinators had with me, with Robert Lee and with one another. Everyone seemed eager to find positive ways forward, and in the last conversation before the Assembly ended, there seemed to be consensus that although there are many different perspectives (especially with regards to the power of Coordinators in relation to the Board), everyone has a positive intent, an openness, and a willingness to give the new structure a chance.

ANNOUNCEMENT OF NOMINATING COMMITTEE AND ITS FIRST MEETING
The Nominating Committee’s names were announced at the Coordinators’ Assembly. A request was made to add Beatrice Blake. Robert Lee and I contacted Rob Foxcroft and Cynthia Callsen to ask if we had their permission to make a change, and they agreed. An announcement was made to the whole membership via e-mail on May 23 of the names of the Nominating Committee and a request for suggestions on whom to nominate.

SUGGESTED MINUTES/ POLICIES/ BY-LAWS CHANGES ON SEPARATE DOCUMENT
I have a second document with some suggested policies, etc. Since they might not be adopted as suggested, I will not include them in this report so as not to create any confusion; if they are adopted, they’ll appear in the minutes.