

## **Summary Minutes from The Focusing Institute Board Meeting January 07, 2010**

The Focusing Institute Board met via a telephone conference call on January 07, 2010 from 11:00 AM to 1:00 PM Eastern Standard Time (USA).

**1. On-line and Phone Training of Coordinators.** In response to a question from Robert Lee regarding the on-line training of Coordinators the Board affirmed its current policy of Coordinators deciding themselves how to train other Coordinators. This includes using on-line and phone media. Further, in the future the Board would like to invite Robert Lee and others who are doing these “technological explorations” into a conversation so that their learning may be shared with the wider community. Mary Hendricks will respond to Robert confirming that we are keeping our current policy that Coordinators decide how to train other Coordinators.

**2. Weeklong Certification.** The Board decided to ask Robert Lee and Ann Weiser Cornell to teach the 2010 Weeklong and added a third position along with providing for the creation of a Crossing Support Group (CSG) for the Weeklong. Mary, Rosa, and Doralee Grindler Katonah will create a draft of the Board’s decision regarding the Weeklong for the Board’s comment. Once we have this, Mary will speak to Robert and Ann. In brief, our decision includes (a) inviting Ann and Robert to teach the 2010 Weeklong along with a third person selected by Robert and Ann from a short list suggested by the Board; (b) initiating a Weeklong CSG with Doralee acting as the facilitator with other participants invited from nominations and according to specified criteria; and (c) specifying the function of the CSG, including that decision-making regarding who teaches the Weeklong and who participates in the CSG, remains a Board function.

Doralee participated in the Board’s discussion on this issue. Our decision to create a CSG draws heavily on her experience in conducting a prototype of the CSG in gathering different perspectives for the Weeklong, which provided helpful inputs to the current (2009) version of the Weeklong. The Board’s intent reflects Doralee’s vision for both providing greater diversity in the Weeklong and providing continuity so that valuable teaching insights are not lost. We are grateful for her present and future help.

**3. Director of International Programs.** The Board received and unanimously approved Terms of Reference (TOR) for Pat Omidian to fill the Director of International Programs position. The Board also unanimously approved allocating an initial (already donated) \$5,000 that will go to paying Pat to develop fund raising proposals to further help raise money for her new position.

**4. 2010 International.** To clarify any issues arising from preparation for the upcoming 2010 International, Melinda, Astrid and Rosa will hold a phone conversation, collate information, and send out notes for the Board’s February meeting.

**5. Links for Board Minutes.** The Board's summary minutes are now posted on the Institute's website. The Board suggested sending a copy of if its minutes (or a link to the minutes) to the Coordinators list.

**6. Financials.** Melinda Darer provided the Board with the 2009 year-end financial report, highlighting positive trends in growing income and in limiting the growth in expenses. Income increased \$86,000 or 15% due to 8% increase in membership dues, 35% increase in Certification fees, 37% increase in workshop income and 41% increase in donations. Expenses increased \$61,765 or 12% due to a 21% increase in workshop expenses, 11% increase in payroll, and a 9% increase in cost of products. Overall the Institute showed a \$24,324 net income increase from the previous year.

**7. Ongoing Projects.** The following is a partial listing of other ongoing projects or issues before the Board. [New] indicates this is a new item added to the Board's list

- A. Discussing and clarifying issues raised by Coordinators regarding training, certification, and policies, including communications to and with the Board. [New]
- B. Creating a Functional Whole for Membership. [New]
- C. Getting FOT into the Mainstream of Psychotherapy Research.
- D. Additional staffing for Melinda Darer at TFI.
- E. Regional Organizations. Survey regional organizations and coordinators to better understand relationships and to move TFI towards a more global view in its activities.
- F. Overview Document. Lay out TFI's vision and activities in one document.
- G. Fund Raising. Improve and expand our donor funding.
- H. Website Redesign Donation Page. Gather information necessary for the design of a new easy-to-use donation page.

**6. Next Board Meeting.** The next Board meeting will be held on February 11, 2010 from 11:00 to 1:00 PM EST (USA). The next Board retreat will be held in New York on April 10-11, 2010.

Respectfully,

Harbert Rice