



# THE INTERNATIONAL FOCUSING INSTITUTE

*Building on the work of Eugene T. Gendlin since 1979*

## **Board of Trustees**

### **MINUTES**

July 10, 2019

Documents sent via email prior to meeting

- Agenda
- Executive Director's report
- Affiliated Organizations to Consider document
- Affiliated Organizations all kinds of notes document
- Stepping Up Phase 2

PRESENT: Paula Nowick, (President), Hanspeter Muehlethaler (Treasurer), Dana Ganihar, Nelle Moffett, Nancy Falls, Sherrie Lynne for minute taking (present for first hour).

NOT PRESENT: Leslie Ellis (Vice President), Susan Rudnick (Secretary), Catherine Torpey

PRIME MOVER: Paula Nowick

#### I. ATTUNEMENT LED BY PAULA

#### II. WELCOME TO NELLE MOFFETT

- Paula formally welcomed new Board member, Nelle Moffett to the Board.

#### II. APPROVAL OF MINUTES

- The Board voted to approve the June minutes.

#### III. REVIEW OF JUNE TO-DO LIST

- Paula updated the group that the office is still in the process of screening potential consultants who are experts on the two systems on our new website. She further informed the Board that the Nominating Committee is in the middle of reviewing its procedures.

#### IV. PORFOLIO UPDATES

##### A. FUNDRAISING

- Nancy relayed that she and Catherine are working on the next phase of the Stepping Up campaign. They have identified three main areas from last year and the office is looking to hire someone on a contract bases to assist us with fundraising.

##### B. GOVERNANCE

- Paula reported that there is need for a more precise and effective evaluation form for the executive director. She welcomed suggestions from the Board for evaluations forms or someone to partner with her to work on this project.

##### C. FINANCIAL

- Hanspeter told the Board that he and Catherine have looked at the second quarter numbers and will prepare the numbers for the first half of 2019, to be presented at the August meeting.

##### D. WEBSITE

- Leslie Ellis has the website portfolio but wasn't able to attend this meeting. Paula said that the site is having glitches and that the staff is working hard to get them resolved, but that there is more to be done.

##### E. AFFILIATED ORGANIZATIONS

- Dana introduced the conversation about the idea of "Affiliated Organizations" by saying that the Board is in the process of researching, processing and questioning this idea to see if and how we want to move forward. She suggested taking one question or segment of the two documents Catherine had sent out, and discussing it as a group.
- A lengthy discussion followed. This included thinking of different approaches to the topic and finding different language/wording to describe "affiliates." The Board discussed the resources TIFI has to offer local organizations and other valuable benefits TIFI has to offer; being of service to local groups. They affirmed that the Board is in a clarification process.

#### V. THANK YOU TO DANA GANIHAR

- The Board concluded the meeting with gratitude from each member to Dana for her service on the Board. She will be missed. Dana was invited to join the August Board meeting if she is available.

#### VI. MEETING CLOSED

*The next Board Meeting will be Friday, August 9, at 12noon (U.S. Eastern time)*