

WGI-US Board Meeting Minutes

April 14th, 2018

11am eastern/10 am central/9 am mountain/8 am pacific

Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/2756982209>

Or iPhone one-tap (US Toll): +16465588656, 2756982209 # or +14086380968, 2756982209 #

Or Telephone: Dial: +1 646 558 8656 (US Toll) or +1 408 638 0968 (US Toll)

Meeting ID: 275-698-2209

In Attendance:

Kim Olver – Executive Director

Jim Mishler – Chair

Janette More – Treasurer & Sunbelt Region

Shruti Tekwani – Recording Secretary

Corby Meyer – Mountain States Region

Lois Knapton – Vice Chair and Northeast Region

John Mieras-Midwest Region

Martin Price – Northwest Region

Sharon Carder-Jackson – Mid American Region

Not in attendance:

Shana O’Boyle – Southeast Region

Cesar Castaneda – West Region

1. Monthly Approval Agenda 10 min
 - a. Approval of March Minutes

Jan moves to approve the March minutes and Marty seconds the motion.

Jan 4

Lois 4

Corby-he wasn’t at the last meeting.

Sharon 4

Marty 4

John 4

The motion was passed to approve the minutes.

2. Executive Director Updates 30 min
 - a. OKC: -almost 30 people at the meeting
 - b. Learned about how to do a pitch and how to do a proposal. If the pitch gets enough approvals, you do a formal proposal.
 - c. 2019 Conference (Shruti): Shruti has been speaking with a woman from the Embassy Suites in Bellevue, WA. We can get the \$119/night rate but are being asked to consider Memorial Day and Labor Day weekends. Shruti will be in touch with this contact when she is back from vacation in a couple of weeks. Shruti will report back to the board.
 - d. The next foundation search meeting is on Tuesday, April 24th if anyone wants to join.
 - e. MHH: Is anyone interested in picking up this project? Kim will ask Markie about this.
3. Succession Planning:
 - a. Kim is going to write up a policy about a non-complete policy. This means that is WGI hires someone to do work, they understand that they will not cut WGI out and continue to work with that client separately.
 - b. Marty and Sharon's terms are ending at the end of this year. The process is that in April, Kim will send out an email asking people if they are interested in this position. Ideally we would like to have 2 people running for each position.
There will be a committee to discuss this: Kim, Jim, John, Corby
 - c. Job descriptions for the Executive Director and Finance Manager: Jan showed the document at the meeting and will send everyone to review them in order to approve them.
4. By-laws and Procedure Review 20 min
 - a. Finances and taxes: important to think about having a back up person registered in Texas in case Emerson Caps ever moves. Conry can be our back up person.
5. Region Highlights 10 min
 - a. Midwest:
 - i. The region had a meeting yesterday
 - ii. Had a phone call with Philip Mott yesterday about revamping the website
 - iii. Doing work on the Facebook page as well
6. Committee Reports 10 min
 - a. We don't have any products to approve as yet.
 - b. Jim will make up a sample list of committees to make it more meaningful and relevant to what we're doing
7. Other business: Corby brought up the possibility of the Colorado conference in 2021. Colorado has a school counselor's conference in October 2020. Corby will check to see if this is happening in 2021 as well.
8. Next Meeting : Shruti will send out a Doodle for May and June

The meeting ended at 1:11pm Eastern.

Standing Committees

- A. Counseling: Cesar
- B. Education Committee: Jim
- C. MHH Committee: Nancy
- D. Product Approval Committee: Kim
- E. Youth Council/Sustainability: Shruti
- F. Diversity: Gloria
- G. Subject Matter: Kim]
- H. Marketing: Jim
- I. Planned Giving: Kim
- J. Succession Planning

Tabled Items

- A.
- B.
- C
- D.

Up Coming Events

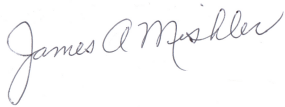
- A. 2019 Conference in NW
- B. Branding Meeting in OK 4/8/2018

Explanation of Agenda Items.

The Goal for Agenda changes is to streamline the agenda to while providing meaningful opportunity for discussion. The timelines are guidelines intended to keep the meeting focused on the agenda item at hand. If an item need more time then time will automatically be extended to meet the need.

1. Approvals: this is similar to a consent agenda but not quite as each item will require a consent.
 - a. Roberts rule would have the agenda approved after giving everyone an opportunity to add additional items.
 - b. Minutes speak for themselves
 - c. Expenditures: We have a fiduciary responsibility as a board, therefore we should approve all expenditures (even if after the fact). If we had an auditor review our procedures this would be strongly (required) recommended. A simple copy of our check register would be sufficient for our purposes. This is also the place for the Treasurer to make any comment on the status of our current budget.
2. Executive Dir. Update: self-explanatory
3. Action Items Requiring Consensus: Self explanatory
4. Discussion Item: A topic that deserves discussion but does not require immediate action.
5. Review of By-Laws and PPM: Taking a small piece from each document and reviewing its intent and relevance. If changes need to be made we can make them at the next meeting under action items.
6. Region Highlights: Rather than hearing from several regions each month I would like to hear from one to find out what they are doing and what the need to be more successful.
7. Committee Reports: Same as Region Highlights. I want to recognize the work that is being done by each committee by having the chair of the committee participate if possible. I also would like the board to focus on how the board can support the activity of that particular committee.

Submitted by Shruti Tekwani, Recording Secretary
Board Member, William Glasser Institute-U.S.



Jim Mishler, Chair
William Glasser International, Inc.

Kim Olver, President & Executive Director
William Glasser International, Inc.