

WGI-US Board Meeting Minutes

February 26th, 2018

5pm Atlantic/4 pm eastern/3 pm central/2 pm mountain/1 pm 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

Sharon Carder-Jackson – Mid American Region

Martin Price – Northwest Region

Shana O’Boyle – Southeast Region

Nancy Herrick – WGI US Rep

Lois Knapton – Vice Chair and Northeast Region (Arrived at 5:15pm Eastern)

Not in attendance:

Denise Daub – Corporate Secretary

Corby Meyer – Mountain States Region

Cesar Castaneda – West Region

1. Monthly Approval Agenda 10 min
 - a. Agenda approval: Jim has reformatted the template for agendas. Times will be assigned as a guideline for future agendas. Shruti will continue asking for individual and committee reports and every month one committee will get the spotlight on the agenda so we can thoroughly discuss.
 - b. Approval of December Minutes

Jan moves to approve the December 2017 minutes and Sharon seconds the motion.

Jan 4

Lois 4

Sharon 4

Martin 4

Shana left the meeting at this point.

Jim voted in order to give us enough numbers - 5

The motion was passed to approve the minutes.

- c. Approval of Expenditure/Receipts Report: Jim requested that we get a list of actual expenditures/income each month. Kim said Denise could do it. Jan said she has access to the checking account and can provide the list each month as a part of her report.

2. Executive Director Updates

30 min

- a. Branding Meeting & What up APP: Kim has worked with Markie and has sent out an email for the Oklahoma Branding session. Shana will join the WhatsApp group soon.
- b. Covey: Kim has attended a workshop but Joshua has not attended our as yet. He plans on attending one in Connecticut in June.
- c. 2019 conference: Shruti is to look into Portland, Vancouver (Washington), Vancouver (BC) and Seattle. The board members on the call said they wouldn't mind October. Shruti will look into this as well as April, avoiding Easter.
- d. International update:
 - i. Kim sent out a couple of emails today about the conference. Nancy Herrick updated us on the videos on the conference website, which we can share on our website.
 - ii. A new program was introduced yesterday. It's a 10-day course spread out over 6-9 months. There is a manual for it.
- e. Oklahoma Branding Session (registrations, changing price)
 - i. Kim would like each board member to individually invite 5 people to the weekend.
 - ii. How about changing the price from \$197 to \$97 per person and only offer just lunches instead of dinners also?

Lois arrived at this point (5:15 Eastern Time)

Jan moved to lower the price from \$197 to \$117. Marty seconded the motion.

Jan 5

Lois 4

Sharon 4

Martin 4

Shana 4

The motion was passed. Kim and Jan will work on numbers.

iii. Request from Oklahoma:

- 1. Nancy Buck spoke to Kim about attending the product creation weekend in Oklahoma City. She said the only way she would attend is if

the WGI-US board paid for her expenses and paid \$50 a month for her contribution.

Marty moved to reject the idea of paying for anybody's hotel, flight, fee being waived. Jan seconds the motion.

Jan 4
Lois 4
Sharon 4
Martin 4
Shana 4

The motion was passed. Kim will let Nancy Buck know.

- f. Foundation Search: We have an account with Foundation Search. Is anyone interested in looking at foundation search for grants? Jim, Lois, Nancy Herrick, Shana and Jan will join Kim at the meeting.
- 3. Items Requiring Action (Board Consensus) 30 min
 - a. Succession Planning update: Kim is going to respond to Jan's email. Jan will then send Kim and Denise's job description to the board for approval.
- 4. Discussion Items 15 min
 - a. School Shootings
 - i. Nancy Buck sent an email about working with someone on MHH to create something that can be sent to schools, etc. Lois will reach out to Nancy.
 - b. Strategic Planning: Regions taking on role of being providers in region: What would regions think about getting CE credits in the regions. So each region will get CE credits for the states they cover. It might be a bit more doable for regions to become providers. The region reps will take a look at whether any of their members are already providers.
- 5. By-laws and Procedure Review (Each month we will review/evaluate one aspect of our Bylaws and procedure manual) 20 min
 - a. By-Laws
 - b. PPM

Jim will email us one part of the bylaws or PPM and we will take a look at it for the next meeting.

- 6. Region Highlights (hearing what the region is doing, asking how the Board can support them.) 10 min
 - a. Northeast:
 - i. Lois reported that she really likes the new form for finances that we will be using.
 - ii. The Northeast is struggling with taking payments online. Maybe we can piggyback on the US paypal account?
 - iii. Gino is seeking Quality School status for Quinnebaug.

7. Committee Reports (hearing what the Committee is doing, asking how the Board can support them.
 - a. MHH Update Nancy B: Nancy isn't on this call and there is no update
10 min
 - b. Jim gave a quality school update. There is some feedback being given on the rubric, which is really valuable to the committee.
8. Next Meeting : Sunday, March 18th from
4-7pm Atlantic/3-6pm Eastern/2-5pm Central/1-4pm Mountain/12-3pm Pacific

The meeting ended at 6:20pm 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

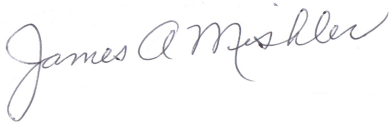
- A. 2019 Conference in NW
- B. Branding Meeting in OK 4/8/2018

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.

