



GIFCT-US Board Meeting Minutes  
February 20<sup>th</sup>, 2019  
4pm Eastern, 3pm Central, 2pm Mountain, 1pm Pacific

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In Attendance:

Shruti Tekwani – Interim Executive Director  
Lois Knapton – Chair  
John Mieras – Vice Chair, At Large  
Janette More – Product Director, Treasurer & Sunbelt Region  
Sharon Carder-Jackson – Mid American Region  
Martin Price – Northwest Region  
Kim Olver – Member at large  
Cesar Castaneda – Member at large - left at 5:05pm Eastern Standard Time  
Les Triche – West Region – arrived at 4:42 Eastern Standard Time

Not in attendance:

Shana O’Boyle – Southeast Region  
Jim Mishler – Midwest Region  
– Mountain States Region

1. Welcome to Les as the West Region representative: Last month the board voted him on to the board. When he was notified of his appointment to the board by Lois, Les expressed some concern about how he would be accepted by other board members. At that time, Lois suggested that he meet with the executive committee to discuss those concerns and clarified with him that the board meeting are to be attended by board members only, which he understood. A meeting was held with the executive committee last Saturday to discuss those concerns. Les let the committee know that his intention is to have the organization thrive. There was some discussion about his online course, to which we clarified that we will not be advertising it. The letter from Carleen was discussed and Les explained that there were issues that he was concerned about but is wanting to move on.

2. Approve January 2020 minutes (Shruti): Jan moved to approve the January 2020 minutes and John seconded the motion. The January 2020 minutes were approved.
3. Treasurer's Report:
  - a. Membership dues have been coming in
  - b. We owe WGI \$5000 because there is a back log of what we owe them for membership dues. In February we paid them for what we owed them in September and October.
  - c. Jim reached out to members who have not renewed their membership. Jan will report on how many members renewed based on this email.
  - d. OKC Budget (Jan): Jan had not put any money in the budget for the faculty retreat, so we would need to approve that. We decided to have it for 2 days instead of 2 and a half days because it's cost prohibitive, with us paying for lunch and room costs for an additional extra half day. If 15 people attend, we will be at a positive. John moves to approve this budget and Sharon seconded the motion. There were no objections.
4. Faculty Retreat in OKC (Shruti and John): Currently set for May 15 and 16. WGI has a policy that states Member Organizations will not plan any events within two months of a WGI conference. Lois or Shruti would write a letter to WGI expressing our goal to address members who gave feedback after the Bellevue conference and to have an open town hall meeting. We also want to have faculty-level sessions at the retreat. There was discussion about what we would cover at the retreat. Topics we can include are:
  - a. Online course
  - b. Best practices for teaching
  - c. Town Hall-type meeting
  - d. How do you as faculty benefit from being a part of us?

Les arrived at this point (4:42pm Eastern Standard Time)

Les moved to move the faculty retreat from May to August or a later date. Jan seconds this motion. The motion was passed.

Shruti will contact the hotel and ask about available dates over the summer.

Cesar left at this point (5:05pm Eastern Standard Time)

5. Letter to faculty based on survey from Bellevue (Lois and Shana): Shana sent out the results earlier today. Lois asked that everyone read them over and attend the call on March 4<sup>th</sup>. We will revisit this at the next board meeting.
6. Strategic Plan: Jan looked at the material prepared by Dave Betz in 2017. The document was shared with the agenda for this month. All the documents were sent to us by Dave. There was a suggestion put forward to review it with the faculty on March 4<sup>th</sup> and it was decided that the board would discuss it first.
7. Cesar Castaneda as a member at large: Cesar said he could be at the meetings during the first hour and will try for longer. John moved and Marty seconded to put this item on the agenda. There were no objections.
8. Regional Updates (If Any)
  - a. Mountain Region Representative: Kim heard back from Sandy Gates and she wants to be on the board and is waiting for us to get back to her. The board would need to interview her and invite her to the next meeting. John will follow up with Sandra Gates and invite her to the next Executive Committee Meeting. He will include the Zoom information.
  - b. Cesar: He would love to be a member at large again. Marty moved and John seconded to bring Cesar on to the board as a member at large. There were no oppositions. John will send him an email letting him know.
  - c. Northeast Representative: Shruti is now the Interim Executive Director, which means the Northeast doesn't have anyone representing that region or voting for them. Shruti spoke with Deborah Woltag and she is willing to run for the Northeast position. Shruti will send out an official letter this week.

9. Old Business:
  - a. Mountain Region Vacancy
  - b. Board transition (Follow up letter to Kim's letter)
    - i. Zoom call with faculty: Who and how are we advertising for this? Jan drafted a letter to send out to the faculty. She will send it out to the board and then send it out to faculty by Sunday with our feedback. Another email reminder will go out in a week, and then again 24 hours before the actual zoom meeting.
  - c. Membership Drive (Jim)
  - d. Update on Faculty Survey (Jim)
  - e. Database (how to best use the information): Jan will touch base with Denise and find out when the transfer from shopping cart to mail chimp will be done. The goal is to have it done by May 1<sup>st</sup>, because that is when we are charged for the new year.
10. New Business:
  - a. Curriculum Development: Jan, Kim, and Mona met last week and made some great progress on the curriculum. They have a powerpoint, a script, and will make audio recordings of the script. This will be branded as a structure. Jan will start loading it on to Thinkific and put it in the Faculty package, so anyone who is faculty will be able to go in and critique it.
11. Ongoing:
  - a. WGI Updates (Nancy, Shruti, Janet)
    - i. WGI Conference in Croatia
  - b. Newsletter: Lois wants to have a President's corner.
12. 2021 Conference in St. Lois from July 7<sup>th</sup>-10<sup>th</sup> (Sharon, John, Shruti): We will work on a timeline for planning for next month. Jan would like some details on what the penalties are for cut off dates.
13. Interim Executive Director Update: The Executive Team met and looked at the job description and considered the fact that we don't have money to pay for this role. At this time we will be looking for a voluntary Executive Director. Lois will write a letter and send it out to all our members. Shruti suggested sending this out and asking members to forward it to non-Choice Theory people as well.
14. Next Meeting:
  - a. March 19<sup>th</sup>, 2020 at 4pm Eastern/3pm Central/2pm Mountain/1pm Pacific
  - b. Next month's agenda:
    - i. 5-year calendar review
    - ii. Survey results
    - iii. Strategic plan
    - iv. Buying a projector for the organization
    - v. PPM (change the policy for the Executive Committee). The ED is not currently on the Executive committee and we have been allowing this to happen. The PPM changes will be a standing agenda item.
    - vi. How to handle the situation when we have the Northeast situation again.
    - vii. Thinking about when to post minutes. Sometimes with no quorum and approval of minutes, it's months before the minutes are posted on the website.
    - viii. The next certification - people are asking about this.
15. Parking Lot/Future Ideas:
  - a. Incorporating regions into GIFCT-US
  - b. New Training Model (Kim)

Submitted by Shruti Tekwani, Interim Executive Director  
Board Member, Glasser Institute for Choice Theory-U.S.



Lois Knapton, Chair  
Glasser Institute for Choice Theory-US



Shruti Tekwani, Interim Executive Director  
Glasser Institute for Choice Theory-US

