

## Minutes

### GIFCT-US Board Meeting

Sunday - Tuesday, July 2 - 4, 2023

4pm Eastern/3pm Central/2pm Mountain/1pm Pacific

**Voting members:** Sharon Carder-Jackson, Vicky Harris, Mary Hestand, Judith Klefman, Jay Levin, Kathy Randolph, Jim Soder (online), Sue Tomaszewski, Steve Tracy

**Non-voting attendees:** Brian Patterson

**Not present:** Gloria Cisse, Steve Hammond, Jay Levin,

#### Welcome – Introductions – Announcements — Sharon Carder-Jackson

**Quorum establish with 8 people**

#### Consent Agenda

Report for Counseling Committee – Vicky Harris

Vicky made a motion to approve the consent agenda, Kathy 2<sup>nd</sup>. Discussion: the unique guest next month. Vote: 8 votes yes, motion passed.

#### Old Business:

**Web site information** – Sharon C-J: Discussed with Denise what our technology needs are. May need to invite Denise to the next board meeting. There is a way to add information to help our affiliate program. When we use the shopping cart, it tracks. If they use a credit card, we cannot track them. On the shopping cart you can use PayPal as we are not charged until they use PayPal. For the affiliate program, Berry can add a plug in for less than \$100 most likely. Thinktific programs, we can keep track of purchases. Program would be under membership as only members do programs. Affiliate program, part goes to the owner and the other to GIFCT. If they teach the course through Thinktific it might be 50/50 split due to additional cost. Otherwise, it might be 90/10 or 75/25. Things can be listed by categories, alphabetical, and or topic. Membership: auto renewal was done in the past. It became a bookkeeping nightmare with refunds needed. Now we need to create a renewal notice to go out before the expiration date. We need a clear process. Denise does not want to do the bookkeeping for membership.

**Questions:** Steve asked about who will be taking Jan's place as finance manager. Vicky stated finance manager and treasurer job descriptions are available and the job was going to be posted after the conference. Judith, Sue, Vicky and Jay worked on what skills we are looking for and there is a possibility we could hire someone. Steve request 2 people to

**Question:** Paypal: we are not charging a electronic fee and we can through PayPal. Vicky is requesting we add a processing fee. Most of us get charged 3.5%. When

someone uses PayPal, they are opting for convenience. Jim suggested incorporating it into the fee and when someone sees a fee Sharon suggested this be brought up in new business at the next meeting.

**Question:** Judith suggested we look at exploring ACH. We can explore Zelle, Cash App, Venmo. Steve, James, and anyone associated with the bank will gather information. The customer does not see the fee, it is charged to the business. Kathy explained how Square charges the business owner. Vicky requested that the organization gets better at dealing with these fees. James and Kathy supported that something needs to change. Vicky suggested we add a line item in our budget that shows bank fees. Sharon offered they got rid of merchant fees. Vicky suggested whoever has access to the bank accounts should be the ones that talk to the bank as only certain people can get/give information. Vicky asked what are GIFCT's options for our bank. Steve will get some information by August 3, 2023. Will be presented to executive meeting on August 10 and presented by the general board meeting August 16<sup>th</sup>, 2023 at 7 pm.

**Question:** Auto renew: Discussed why we switched to monthly through the year membership. Can we go back to yearly. Judith explained they went to a "rolling membership". GIFCT was not able to modify if someone enrolled in the middle of the year.

**Program Committee** – Sue Tomaszewski: Summary given and defined program committee and the affiliate programs will be. Sue stated they want to offer smaller programs separate but with legacy trainings. GIFCT Programs will be owned by GIFCT, not the author. Any GIFCT certified member can create a program. The author will submit an outline of the course and be approved by a sub-committee. One faculty board member and other certified with training experience. There is a skill to presenting. We have an individual lesson format like the Take Charge program. A unit format is still being designed. Once the course is approved, it can be taught anywhere. There will be a contract for both to sign. Courses will be offered at no cost. If there is a cost, there should be a differentiation between member and non-member. Mona Dunkin built a flier. Sharon stated this might help answer the question, "I'm certified now what" and "gets the word out about Choice Theory".

**Affiliate Program** – Judith Klefman: Discussed the website is not user friendly. Sharon is stating Denise is able to add to the website. Clarifying that Denise may have new information since we have been talking to her. Information was given at the program committee. Judith stated she has a program \$2100-\$2600 to put together Judith will donate \$1000. Would our generous donor match the donation? Sharon believes we won't need a new program. Can Barry attend the meeting with Denise. Barry is the graphic designer and is there is a disconnect between Denise and Barry.

**Membership** – Sharon C-J/Judith Klefman

**Conference update** – Vicky Harris: Dr. Bob's luncheon will not happen. Opening remarks on Friday with Denzel. Steve, we need a catchy title for the marketing committee. Brian came up with GIFCT Lifeline. In the general meeting board members should sit at different tables. Saturday night we will be down to 35 people. Surveys will be out. WGI wanted a survey and that information is on the back of one of the surveys. Vicky will be in charge of making sure the next person is ready. Shearon and Carleen are not doing well and we are trying to connect with Carleen on opening night.

2024 conference committee has been meeting. Waiting to see what theme they want, what keynotes speaker they want, who will be responsible for registration, taking the fees, and defining roles. The US is hosting the WGI conference June 30<sup>th</sup> through July 7<sup>th</sup>. The US needs to decide when they want to meet. Calls for presentations out by September 1, 2023 and everything done and ready by December 1, 2023 giving everyone plenty of time to plan, register, and make travel arrangements.

Jan picked the hotel last year and the Palmer house has given us a great rate. Kim stated a board meeting was on Sunday in the past and we are waiting to see what WGI will be doing.

**Marketing Committee** – Steve Tracy: Grow and Stability plan will have paper copies available for people. Wanting discussion from participants and help with moving forward. Next meeting July 21, 2023 at 2 pm EST.

**New Business:** We have an opening for the representative of WGI. Rita has resigned from the WGI representative. Vicky offered to reach out to Rita after the conference. A call out for her position.

**Next Meeting:** August 16, 2023 at 7 pm Eastern/6 pm Central/5 pm Mountain/4 pm Pacific.

### **Adjournment**

Sue made a motion to adjourn, Steve 2<sup>nd</sup>, meeting adjourned at 10:20 am

10:22 am Judith made a motion to unadjourned to discuss selection process for certification of instructor. Kathy 2<sup>nd</sup> the motion.

11:45 am meeting started to discuss the selection for