



### Board Meeting Minutes

Date: December 2, 2018 Scheduled Time: 1:00-3:00PM EST, USA; 1900-2100 CET (Central Europe Time) Venue: Zoom

<b>CALL TO ORDER</b>	The Board President, Talia Bar-Yoseph Levine, called the AAGT Meeting to order at 1:06PM (EST, USA) on December 2, 2018 via Zoom video conferencing		
<b>ATTENDEES</b>	Ansel Woldt Billy Desmond Brad Larsen Sanchez Burt Lazarin Catie Beaulieu Deirdre Winter	Dina Miller Domi Chabre Jon Blend Katie Mead Mark Reck Marlene Blumenthal	Shareefah Sabur Sinead Kavanagh Talia Bar-Yoseph Levine Vaclav Pfeifer Mikolasek
<b>APOLOGIES</b>	Laura Carite, Mari McGilton, Maryanne Nicholls, Nives Vrečić Lorbek, Toni Gilligan		
<b>CHAIR PERSON(S)</b>	Talia Bar-Yoseph Levine		
<b>MINUTES PERSON</b>	Shareefah Sabur		

The meeting was opened with a “check-in” from everyone present.

<b>AGENDA ITEM</b>	<b>2020 Conference</b>
<b>DISCUSSION</b>	Sinead Kavanagh delivered the report from the Conference Planning Committee (CPC) for 2020. They have been meeting regularly. They care very much about the conference and about each other. They have been having Zoom meetings twice monthly and regular correspondence in-between. They are attending to clarifying roles and responsibilities, identifying chairs and co-chairs, and building the team. They feel prepared to move forward in Toni’s absence. Much effort has gone into finalizing the costs and look forward to the additional support that having a treasurer in place might bring. Themes have been discussed and something is starting to emerge,

	<p>although they are in an infancy state now. Maryanne is working on a timeline and schedule. Billy and Sinead have met with the Falls Hotel staff. Sharon, the hotel liaison, feels the conference is a good fit for the hotel. Sinead and Billy had the opportunity to tour the rooms that are available for us. The Falls Hotel will meet our needs and it will take meticulous planning. This location is well suited for our needs with natural daylight, quirky town, lovely spaces, and a good feeling. The conveners are feeling very positive about the venue. They have not had the opportunity to visit the overflow hotel yet but will do so early in the new year. The handbook/guidelines/historical perspective provided by Burt and Marlene was helpful, clarifying and valuable. Information will be provided to update the website with the assistance of Katie, the Communications Director.</p>		
<b>DECISION</b>	N/A		
	<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
	Update the website with 2020 conference information.	CPC Conveners, Katie	12/30/18

<b>AGENDA ITEM</b>	<b>Managing of Duties on CPC and Board Simultaneously</b>		
<b>DISCUSSION</b>	<p>Co-Convener, Billy Desmond spoke to his ability to handle his board and CPC roles simultaneously. He recognizes that he has to be mindful of what to share as CPC discussions/relationships may impact board discussions/tasks. He is aware of the additional time required. He intends to be clear where decision making lies.</p> <p>We want to continue to hold in our awareness the balancing required so that we don't drop the ball.</p> <p>Others spoke to their involvement in CPC. Marlene says her role, Continuing Education Officer, comes alive with the conference. Dina, Associate Continuing Education Officer, feels the need to be involved in the decisions made by CPC. She feels part of the whole. It has been a difficult role because sometimes due to biases.</p>		
<b>DECISION</b>	N/A		
	<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
	Speak to and address the challenges of the dual role.	Conveners	Ongoing

<b>AGENDA ITEM</b>	<b>Guidance Handbook for CPC Conveners</b>		
<b>DISCUSSION</b>	The handbook developed by Burt and Marlene has been provided to the 2020 conveners and the Board. Burt encourages all board members to review the handbook along with the letter from Toronto.		
<b>DECISION</b>	N/A		
<b>ACTION ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		N/A	N/A

<b>AGENDA ITEM</b>	<b>Treasurer’s Report</b>		
<b>DISCUSSION</b>	Brad provided the Treasurer’s Report for October and November, 2018. We anticipate a contribution of \$1,000 to the scholarship fund from Bud Feder’s estate. Conference operations has not been reconciled yet. The expectation is to have the final report complete by 12/31/18.		
<b>DECISION</b>			
<b>ACTION ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Reconcile AAGT 2018 Conference operations		CPC	12/31/18

<b>AGENDA ITEM</b>	<b>Role of Treasurer</b>		
<b>DISCUSSION</b>	A candidate has expressed interest and inquired about the volume of work and working with our current bank. Brad will meet with her again. Brad will cease his role as acting Treasurer effective 12/31/18.		
<b>DECISION</b>			
<b>ACTION ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Make a recommendation to the Board for Treasurer to complete term through AGM 2019.		Brad	12/30/18

<b>AGENDA ITEM</b>	<b>Relationship with Others</b>		
<b>DISCUSSION</b>	A small task group consisting of Tali, Brad, Nives, Vaclav, and Mark met on October 27, 2018 to discuss and explore the following questions: <ul style="list-style-type: none"> <li>• How AAGT will relate to other entities?</li> <li>• How will AAGT connect?</li> <li>• How will our relationships support our international status?</li> <li>• How does establishing relationships overlap with the Human Rights Social Responsibility Committee?</li> </ul>		
<b>DECISION</b>	The role of the Communications Director is vital to these discussions and shall be included in future meetings.		
<b>ACTION ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Meet again in early December		Tali, Brad, Nives, Vaclav, Mark, and Katie	12/15/18

<b>AGENDA ITEM</b>	<b>2019 AGM</b>		
<b>DISCUSSION</b>	<p>The 2019 committee met again with the expectation of determining a location as soon as possible, mindful of the urgency of setting a date, to ensure the best attendance. They brought three options for board discussion.</p> <p>After lengthy discussion and consensus building by weighing the pros and cons of each location, the final decision was:</p> <p><b>San Teodoro, Sardinia: Sept 13-16</b></p> <p>Advantages – Off season, about a quarter the cost of another location before negotiations on price, beautifully situated, easy and cheap access from 13 European airports. Keeps to the idea of both business and out of the box, two Gestalt institutes on the island. Easy to combine with the EAGT conference in Budapest in terms of date compatibility. Great location for extended stay.</p> <p>Disadvantages – Adds a flight connection for those from the other side of the pond, possibly for some European, otherwise the long haul flight will be the same as to the UK, maybe less with a different connection, might bring in less crowd.</p>		
<b>DECISION</b>	AGM 2019 to be held September 13-16 in San Teodoro, Sardinia		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Explore virtual attendance opportunities	TBD	12/30/18	

<b>AGENDA ITEM</b>	<b>Revisit Covenants and Tenets</b>		
<b>DISCUSSION</b>	Due to time constraints, this item will be first on the agenda at the December 30, 2018 meeting after CPC and Treasurer Report.		
<b>DECISION</b>	N/A		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Review Covenants and Tenets	Board	12/30/18	

<b>AGENDA ITEM</b>	<b>Executive Council Report</b>		
<b>DISCUSSION</b>	<p>Shareefah report that the Executive Council met for the first time on November 26, 2018.</p> <p>The Executive Council will work to:</p> <ul style="list-style-type: none"> <li>Clarify roles and responsibilities to further enhance board functioning</li> </ul>		

	<ul style="list-style-type: none"> <li>• Establish and monitor established timelines to support the board to continue moving forward</li> <li>• Deliberate and resolve issues that require immediate action for which the entire board is not available or able to resolve</li> </ul> <p>The Executive Council consists of:</p> <ul style="list-style-type: none"> <li>• President</li> <li>• Vice President (president elect)</li> <li>• Vice/Past President</li> <li>• Secretary</li> <li>• Treasurer</li> <li>• Continuing Education Officer</li> </ul> <p>Effective immediately, the Executive Council shall meet at 11am EST (Eastern Standard Time, USA), 1700 CET (Central Europe Time) on the Monday preceding the board meeting.</p>		
<b>DECISION</b>	N/A		
	<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
	Continue to clarify the role of the Executive Council	Executive Council	Ongoing

<b>AGENDA ITEM</b>	<b>Communication Plan</b>		
<b>DISCUSSION</b>	<p>Katie shared a draft of the communications plan and would like the board to review the draft and prepare for discussion at the next board meeting. A communications sub-committee is being formed and will meet in mid-January. Please let Katie know if you want to be on the sub-committee.</p> <p>This item will be second on the December 30, 2018 agenda after the CPC and Treasurer Report.</p>		
<b>DECISION</b>	N/A		
	<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
	Review the draft Communications Plan	Board	12/30/18

**The meeting was ended with a “check-out” from everyone present at 3:00PM EST (Eastern Standard Time, USA; 2100 CET (Central Europe Time)).**

Process reflection: The meeting ended with board members feeling a sense of satisfaction that there was attention to both tasks and process. .

**Next Meeting: December 30, 2018, 1:00-3:00PM EST (Eastern Standard Time, USA); 1900-2100 CET (Central Europe Time).**

AAGT: Association for the Advancement of Gestalt Therapy – An International Community