



AAGT BOARD MEETING

28 March 2011

<b>ATTENDANCE:</b>	Cathy Gray, Dan Bloom, Gail Feinstein, Nancy Woldt, Ansel Woldt, Rodney Cole, Burt Lazarin, Brad Larsen, Charlie Bowman, Deidre Winter, Maryanne Nicholson
<b>APOLOGIES:</b>	Guadalupe Amescua, , Anna Bacik, Joseph De Paulo, Peter Cole, Pablo Allen, Judy Graham, Bud Feder, Ginny Macintosh, Marlene Blumenthal
<b>CHAIRPERSON:</b>	Cathy Gray
<b>MINUTED BY:</b>	Rodney Cole

SUBJECT	ISSUE/DISCUSSION POINT	DECISION MADE	ACTION POINT	COMPLETION DATE
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**REVIEW ITEMS**

<p><b>1. Treasures Report</b></p>	<p>Currently in our bank account:       \$13,495.16  of which is in scholarship fund:       <u>\$5,092.85</u>  leaving unencumbered:               \$8,402.31  Currently in our PayPal account:       <u>\$99.78</u>  <b>Total General AAGT Account:   \$8,502.09</b></p> <p>Expenses since January;</p> <p>Skype:                   \$33.99  Website Hosting:     \$50.00  Telephone Conf:     \$146.68  PayPal Fees:         \$100.19  Administration:     \$65.00</p> <p>In the last two months since the Jan report our revenues have been:  Individual Dues:     \$475.00  Organizational Dues: \$600.00  General:             \$105.00</p> <p>Most of this revenue is attributable to deferred credit card transactions and is not generated from current contributions.</p> <p>CG asked BL when next payment for Mexico? BL advised Sept and December – resulting in 50 % of conf payment being paid</p>			
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	<p>CG asked about conference call costs, which group? – BL advised either Regional or conference organising committee.</p> <p>BL advised board re costs for having Paypal account – 30usd a month + fee for each transaction, with additional charges if currency changeover fee as well.</p> <p>BL also requested board consider a bridging loan for conference organising committee. Monies are required to set up local bank account and nominal expenses. Requested bridging loan of approx \$500 usd until registrations start rolling in. BL suggested board agree to bridging loan of \$1000.00. Board approved</p>			
<b>2. RCP Report</b>	<p>DW advised board that last RCP call was overshadowed by events in Japan, where AAGT has 3 RCP reps. DW reported 2 upcoming conferences in South West USA and California. Regional Fund discussed. Adam Kinsel requested virtual RCP representative to help manage information on the listserve. Decided that no need for board to appoint someone. Discussion about AAGT website and content that highlights activity in regions on actual site or links to separate websites set up by regions. Could regional development fund help in financial outlay to set up? Brad L has set up an interactive world map to list all the regions. CB suggested the best way to set up separate websites with link to AAGT website – allowing use of local servers and providers.</p>		RCP and Communications to work together on RCP websites	
<b>3. AAGT 2012 CONF</b>	<p>BL advised that Jannika has put together conservative budget for conference, which is added below. US Dollar to peso exchange rate a concern as currently dropping. Most items and bills will be paid for in pesos. So daily change in exchange rate has seen Jannika build in a \$20,000 windfall to cover exchange rate fluctuations.</p> <p>Financial break even point for conference has been set with registration of 584 people (\$262,000) Discussion has taken place about setting registration fees similar to Philadelphia @ \$400.00 as a early bird special, with higher increments as conference date gets closer.</p>			

	<p>MN asked when conference price will be listed? Registration opens on June 1 leaving May to advertise. With newsletter due shortly can we announce prices in newsletter. Gail also advised that calls for pre conf and conf workshops will commence end of week.</p>			
<p><b>4. Membership proposal</b></p>	<p>NW and MN outlined to board proposal to design and distribute trifold membership brochure that can be used at any gathering, regional meeting, conferences etc. Cost is insignificant in terms of printing. CB asked what programme is being used. Currently word document but if printing or sending electronically then suggestion of using PDF. Also plans to have translated in other languages, particularly in Spanish for Mexico.</p> <p>MN and NW have based brochure on early AAGT document that was scanned by AW. Highlights issue that with a great deal of volunteers supporting AAGT in key roles previously created documents have not been saved in central location. BL raised the Issue about continuity within organisation</p> <p>Maryanne and Nancy asked for board support on this project – given by board.</p> <p>Time line for project:</p> <p>Brochures be ready for AGM in June for distribution.</p> <p>Estimated costs:</p> <p>For 150 brochures - \$102.00 usd For 250 brochures - \$152.00 usd</p>	<p>Board approved of membership brochure</p>		
<p><b>5 Reg Development Fund</b></p>	<p>DB and GF outlined current status of RDF. Proposal is ready to be announced as item for agenda of AGM in June. Proposal is as follows:</p> <p><b>The AAGT Regional Development Fund</b></p> <p>Purpose of the Regional Development Fund (RDF):</p> <p>The existing regions of AAGT have become increasingly vital to the functioning of AAGT. Regional activities are increasing from time to time, Regional Contact Persons asked the board for loans as “seed money” to support their own regional conferences. These requests were granted, but the board has been concerned that a precedent not be established.</p>	<p>Board approved RDF fund to be uploaded onto list serve for discussion</p>		

	<p>AAGT recognizes a need to concretely support these regions in their activities. Such recognition would be a visible gesture of the membership of how the organization is involved in developing gestalt therapy among its membership everywhere on an ongoing basis.</p> <p>To this end, it is proposed that:</p> <ol style="list-style-type: none"> <li>1. The Regional Development Fund (RDF) be established to offer financial assistance to existing regions as defined by the Constitution and By-laws.</li> <li>2. The RDF may be funded from: <ol style="list-style-type: none"> <li>a) Donations from regional activities;</li> <li>b) Donations from the membership of AAGT;</li> <li>c) As a voluntary addition contribution at conference registration;</li> <li>d) Donors-at-large;</li> <li>e) And in any and all other ways as the organization deems appropriate.</li> </ol> </li> <li>3. The funds collected by the Regional Development Fund shall be maintained by the treasurer of AAGT;</li> <li>4. A Regional Development Fund committee will be established to consider applications from the regions for grants or loans from this fund specifically earmarked for regional development. (see "Responsibilities and Activities of RDF Committee, below.)</li> <li>5. This committee is to be representative of the organization. It shall include an Organizational Member Representative, Regional Contact Person, the Treasurer, a member of AAGT, and the Regional Contact Representative to the Board. Two additional members may be included should they volunteer.</li> <li>6. Responsibilities and Activities of the Committee: <ol style="list-style-type: none"> <li>a) The committee shall prepare a RDF proposal application form.</li> </ol> </li> </ol>			
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	<p>i. The form will assist the applicant region in describing the purpose for which the requested funds will be used.</p> <p>ii. The form shall specify the relevance of the grant or loan's use in the applicant region. Such funds may be used for regional conferences, regional fund raising activities and publicity, regional meeting expenses, invited speakers, translations of gestalt therapy literature, and other such purposes.</p> <p>b). Funds are not for the use of individual members, but for local, regional, AAGT activities pursuant to the mission of AAGT as stated in the Constitution and By-laws, namely to further the advancement of gestalt therapy and the association of the membership of AAGT.</p> <p>c). The committee must be assured of sufficient accountability for the funds disbursed.</p> <p>d). The committee shall determine the amount of each disbursement.</p> <p>e). The transactions will be in US Dollars. The good of the fund shall be considered in making all grants or loans.</p> <p>f) The committee shall send complete documentation of the application process to the treasurer, who will disperse the funds to the applicant region</p> <p>7: The treasurer shall review the activities of the fund and make regular reports to the board.</p> <p>8) All activities of the fund shall be transparent to the membership and appear in the Newsletter and on the Members List.</p> <p>The procedure for RDF to become policy is proposal now goes on the AGM agenda for action by the membership. For that to happen, notice is given to the membership by newsletter, listserv and any other means we use to notify the membership of the AGM agenda items.</p> <p>DW asked about criteria and process for getting a grant to be as transparent as possible</p> <p>Board agreed and thanked task force for great job.</p>			
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<p><b>6 Communications</b></p>	<p>CB advised time for next newsletter with content to focus on AGM and 2012 conference.</p> <p>For AGM, Agenda, Dates, Times, Location, By Law changes need to be made. Reminded everyone that 22 April is due date for agenda items of AGM</p> <p>CB advised board he is stepping down in communications director role, but happy to continue with Newsletter Editor role. Brian and Brad to perhaps take up CD role. CB advised board that BM is doing an exceptional job managing web site.</p> <p>Newsletter content - CG also asked that Hiroki and Anne's email about Japan and NZ Earthquakes be included</p> <p>CB Would like to see a new platform/design used for the newsletter. RC asked about translation into other languages in the hope of new computer programs that might translate documents. CB advised that with specific gestalt language this would be difficult</p>			
<p><b>7 2010 AGM</b></p>	<p>CG asked DB about the change in location for AGM.</p>		<p>CG to liaise with Ken Meyer about venue.</p>	
<p><b>Next meeting: 1 May 2011</b></p>				