



# ISMETA

International Somatic Movement  
Education & Therapy Association

## **Board Meeting Agenda** **Saturday, October 28, 2017** **Sunday, October 29, 2017**

Expected: Elisa Cotroneo, Lee Fogel, Caryn Heilman, Ryan Kennedy, Kima Kramer, Kimberly McKeever, Elisabeth Osgood-Campbell, Tony Rezac, Beth Riley, Mark Taylor, Board Candidates - Melanie Gambino, Bibiana Badenes, Dana Davison

Virtual Attendance:  
Maria Luisa deLeon

### **Saturday October 28, 2017**

Moving Body Resources  
112 W 27th St #400, between 6th and 7th Avenues  
New York, NY 10001

<http://movingbodyresources.com/>

**8:45 AM** Arrival- Volunteers for minutes: Morning, Afternoon, Sunday Morning  
**9 – 9:05** Welcome & Opening Remarks - Beth Riley

### **Mission ~ Vision ~ Statement of Purpose**

Balancing Self-Care & Connection - who are we as individuals/as a group? What does it mean to resource ourselves. How do we resource ourselves to be of service to the world and fulfill our mission. What is Servant Leadership?

**9:05 - 9:45** Self-introductions - 2 mins 17 people  
Name/ where from/main work orientation and one way you resource yourselves to be of service to the field of somatic movement?

**9:45 -9:50** Consent Agenda- Mark Taylor  
Parliamentary Procedure

- Approval of agenda
- Acceptance of committee reports

Motion: Make a motion to approve the Consent Agenda

Made by:

Seconded:

All in Favor:

Opposed:

Abstained:

**9:50 -10:15** Somatic Interlude & Discussion- Beth Riley

**10:15 -10:45** Values & Board Culture -Tony Rezac

**10:45 - 11** Executive Director Report - Elisa Cotroneo

Break

**11:10 - 11:25** Somatic Interlude - Lee Fogel

**11:25 - 11:45** Audit and Finance Committee Report – Tony Rezac & Lee Fogel

- Overview of Budget Process and Fiscal Year for new members
- First quarter review of Fiscal Year 2017
  - Walk-through of budget

**11:45 - 12:45** Committees Appreciative Inquiry - Beth Riley & Mark Taylor

Each committee goes into center and talk about what was particularly satisfying from this past year and what they are excited about for coming year.

**12:45-1:00** Donna Brooks & Elisa Cotroneo

- Website Analytics Report
- Webinars invitation for Board to lead?? Other topics?? Study Groups

1 – 2:15 pm Lunch Provided

**2:15 – 2:45** (30 minutes) Board Development - Jane Okondo

- Draft Board Handbook developed by Board Development
- Letter of Agreement and Code of Conduct and Conflict of Interest
- Committee Chair Responsibilities

**2:45 –3:15** Board Culture Conversation – Tony Rezac  
Organizational Emotional Intelligence

**3:15- 3:35** Somatic Interlude: Donna Brooks

**3:35 - 4:45** Council Process and Decision Making- Beth Riley & Tony Rezac – See support materials prior to discussion

1. Member concerns from Jamie McHugh
2. What is our Scope of Practice...
  - a. RSME RSMT, same or different?
  - b. Additional membership categories
3. Handspring Publishing Partnership
4. Chapters, Regions
5. Academic Collaborative for Integrative Health Membership
6. Case Study Contest Proposal

**4:45 - 5:15** Elisa Cotroneo & Mark Taylor

- Approval of Slate of Officers
- Election by Board with private Ballot
- People stepping into their committee assignments and determining Chair people.

**5:15 - 6 :00** Plan for Annual Meeting - Caryn Heilman

**6:00 - 6:30** Reflection Circle – Mark Taylor & Tony Rezac

**6:45** Dinner at:  
Salam Restaurant  
104 West 13<sup>th</sup> Street  
New York New York 10011

**SUNDAY October 29, 2017**

**Paul Taylor Dance Studios,  
551 Grand Street, New York, NY 10002**

**9:15 AM** Full Board Arrival

**9:30** Morning Board Meeting begins

**9:30 - 9:50** Somatic Movement Exploration...putting it all together –Elisabeth Osgood Campbell

**9:50 - 10:10** Working Well Conversation - Caryn Heilman & Beth Riley

- 1) Dealing with the cliff: Email account just for ISMETA?
- 2) Zoom Conferences
- 3) Email etiquette
- 4) We are a Starfish
- 5) Google Virtual Office or Microsoft 365 Office ( support materials in Board Packet)
- 6) Workflow documents, Trello ? other ?

**10:10 - 10:40** Establish full Board Meeting schedule for 2018.

Full Board Meetings 2018 (template from last year)

\*\*Times are not going to work for Jane and Bibiana, other suggested changes?

Thursday, February 8, 2018 : 7 – 8:30 pm EST, by video conference

Thursday, April 12, 2018 : 7 – 8:30 pm EST, by videoconference

Thursday, June 14, 2018: 7 – 8:30 pm EST, by videoconference

Saturday and Sunday, October 15 and 16, New York 3 day?? Is this Columbus day?? More expensive in NYC

Regular Committee Meetings confirm day and time of their monthly meetings

**10:40 - 11:00** Moving forward - Beth Riley

**11:00 - 11:30** Clean-up/clarify jobs for afternoon meeting.

**11:30 – 12:00** Quick Lunch provided

**12:00-1:00** All hands on deck for set-up and greeting members

# ANNUAL MEMBERSHIP MEETING

**Sunday, October 29, 2017**

1 - 6:30 PM

Paul Taylor Dance Studios

551 Grand Street

New York, NY 10002

**12:30 – 1** ~ Arrival, registration, and last minute voting (voting should be done prior to coming)

**1:05 - 1:15** ~ Welcome and remarks - Beth Riley, ISMETA President,

**1:15 - 1:25** ~ Election Results - Elisa Cotroneo, Executive Director

**1:20 - 1:25** ~ Treasurer's report – Tony Rezac, Treasurer

**1:25 - 1:45** ~ Open Discussion

**2:00 - 2:05** ~ Introduction of Mark Taylor, Workshop Facilitator - Caryn Heilman, Secretary or Vice President

**2:05 – 5:00** ~ Workshop with Mark Taylor

**REFINING PRESENCE: Balancing Internal and External Awareness**

**5 - 5:30** Discussion and Integration

**5:30 - 6:30** Socializing, networking

**6:30 - 7** Cleanup