

Final Draft

Minutes of PHANA Council
Teleconference July 28th 7-9pm EST

Members present:

Jan Rigsby, Chair and Secretary
Ann Norfolk, Membership Chair and Treasurer
Dottie Titus, PTH Administrator
Absent: Cynthia Schwartzberg

Agenda Items:

1. Checkins.
2. Membership
3. Pathwork Teachers Helper Project
4. New Council Members
5. Researching Grants as membership benefits
6. Polling our Members

1. Checkins.

2. Membership

It seems obvious that the lowered membership fee (fro \$110 to \$55) has encouraged members to renew, and also has attracted new members. Membership stands at 53, with one application outstanding.

Several of us have also received feedback that the emails to members with minutes and brief notes about Council activities has created a much stronger awareness of PHANA and interest in what we are doing.

Ann has organised a system of reminder notices. We discussed administrating renewals so that they re-start from the end of the previous membership, otherwise there is a gap in the membership and this is chaotic to administrate. Charging a slight premium for the starting membership is a possibility if this becomes an issue, but we are tabling it for the moment.

We discussed the category of 'Associate member' in terms of HTP students, and moved to accept HTP students if they could offer a referral from their region or their HTP administrator each year of their membership until they were fully certified as Helpers. . PHANA Council does not have the resources to keep registers of all HTP students and apprentices. This places the burdern of responsibility onto the student member instead of PHANA Council for certifying their status as an HTP student or as an apprentice.

Associate members will not have individual listings on the PHANA website., but will pay the same annual dues as regular members. We will revisit this decision based upon interest for the associate membership and feedback about how to manage student memberships.

Dottie objects to putting students and apprentices into one category, and opts for a 3 tier membership system.

[NOTE: As Cynthia was not present, we reviewed this decision with her prior to publishing these minutes. Cynthia is in tentative agreement, in that she does not oppose allowing student memberships but feels that privileges, benefits and category of membership should be reviewed.]

3. Pathwork Teachers Helper Project

3.A. PTH Users

There are 60 registered users of the Pathwork Teachers Helper. 48 PTH subscribers are in NA, 12 are outside NA.

3.B. PTH CD

Over 15 copies of the CD have been requested by members in response to Council's recent offer.

Jan also sent copies of the PTH CD to all major International Pathwork Regions, and these seemed to be well received and appreciated although there was confusion about what we might be expecting from having sent it. Jan has been corresponding via email, encouraging international Pathwork teachers to both use and contribute to the PTH database.

Copies of the PTH CD will be made available to Members at the NAPAC conference, and offered for sale to non-members for \$15 each. While the information may have great worth, it is already offered at no charge for qualified on line users and so we are only seeking small contributions in return for providing the CD.

3.C. New Document issues

Jan suggests that we set up an email system so that whenever a document is posted, a copy goes out to our members. The idea would be to keep the PTH project in conscious awareness for our members, and because we don't have a date-sorted system so that people can log on and see only the latest entries.

3.D PTH – Portuguese translations

Dottie reported that there is a problem with entering the titles of the Portuguese translations because of accentuation marks, and that this has become a clerical issue that has created a bottleneck for these documents.

Jan is to send the new Portuguese files directly to the Brasil Pathwork Regions so that they will have immediate access

We have received the first original submission in Portuguese, and it was mounted because we have no policy about how to manage non-English submissions. This will be discussed at the in-person meeting as Andi Kiva will attend then.

3.E.. PTH availability

Jan continues to want the PTH materials to be made more available, but during discussion it became obvious that individual PTH users are able to forward specific documents to their students or clients on paper or by email at their discretion. This should allow for the needs of self-led groups and independent students.

4. New Council Members

Council members have been considering separating the tasks of administrating projects versus managing overall PHANA needs and setting policy. We are temporarily calling the project administrators 'Staff members' versus 'Council members'. Dottie (PTH), John Stritzinger (our new Webmaster for PHANA.org) are now considered Staff members, and may attend Council meetings at their discetion. but will not actively vote. This is more about deciding what a quorum is than a distinct delineation, as PHANA is not designed along strict regularatory lines and does not have by-laws as such.

5. Researching Grants as a member benefit

Dottie is inspired by the concept of individual Helpers being able to access Federal, State, or private foundation Grant monies. She will be exploring what might be involved in terms of grant writing skills, creating a database of funds which are available, and what skills, experience or conditions might be required to receive such grant monies.

The principal need in obtaining such grants is that they are usually only offered to non-profit corporations. While Pathwork chapters and regions with this status could submit and administrate such grants, it's likely that their boards might have reservations about the legal aspects of supervising such a request, even though they could take a portion of the grant for doing so.

PHANA's role might be in setting up a workbook about how to find, apply, and followup on such grant requests.

Lisa Willow has indicated that the IPF might be interested in sponsoring such grants, and Dottie will follow up on this. It is also possible that if NAPA incorporates, they might be an excellent sponsoring organization. There is always the possibility that PHANA could incorporate, or that a completely separate Pathwork entitiy might be set up for this specific purpose.

It would be useful to have other volunteers on this project. Dottie will follow up.

6. Polling our membership

The following are some of the questions we would like feedback on:

- Why are PTH users not members of PHANA? What might prompt them to join?
- What other services might be of value to you that PHANA might provide?

We feel the need to come up with a modest, clear way of getting input from members. First, we need to come up with the questions, then look for how best to request input. Previously, Cynthia had mentioned a feedback system called 'Survey Monkey' that is designed precisely for semi-automatic, anonymous member input via email.

7. Preparation for the NAPA conference

Wwe shared feelings about what we feel Pathwork needs in order to sustain and encourage people to study and work with the lectures. There was a general sense that we have been doing the 'same old thing' for a long time, that the fees for courses create a de facto income requirement and may skew our membership towards those with greater amounts of disposable income. A phrase that drew great laughter was "we'd like to offer \$5 sessions, but God has to provide lunch!" The larger question is, how can such pro bono or reduced fee efforts be funded energetically and financially in terms of both supporting the Helper and allowing for a commitment on the part of the workers?

Minutes submitted by Jan