

Journey Toward Wholeness Transformation Committee
Conference Call Meeting Notes
October 3, 2008

Present Members: Tracy Ahlquist, *Staff Support*; José Ballester, *Board Liaison*; Taquiena Boston, *President's Representative*; Carolyn Cartland, *Co-chair*; Catie Chi Olson; Kelly Flood; Devorah Greenstein, *Staff Liaison*; Bob Gross; Janice Marie Johnson; Michael Sallwasser, *Co-chair*; Arthur Tackman

Not Present: Julio Noboa; CJ McGregor

Start Time: 12:00 PM Eastern Time

End Time: 1:30 PM Eastern Time

Topic	Discussion	Decisions/Actions
Catie read the opening words, "Dream It" by Henry Hampton, from <i>Been in the Storm So Long</i>		
Carolyn invited committee members to check in	Committee members checked in.	
Changing possible time of conference calls	Julio can't make it on the first Friday, and CJ can't make it on any Friday. Will the first Thursday work?	Will change conference call schedule to first Thursday of each month. Next call is Thursday, 11/6.
Next Steps on Assessment/Monitoring Project: Michael a) Summarize where we are to date: responses from Kay Montgomery and Harlan Limpert b) Create sub-committee c) Work with Harlan (and, potentially, other consultants) d) Meeting with Nominating Committee and Committee on Committees members in November: Michael e) Communication with the Board of Trustees: Carolyn	a) Michael and Carolyn sent a letter to Kay Montgomery asking for technical assistance in creating and compiling the survey. b) Michael asked Julio and Devorah to form the subcommittee, given their past experience in creating and collecting survey data. A contact of Bob's has names of people who would be able to help us once we have funding. c) See item b). d) NomCom and ComCom members (at least a few) will be able to meet with JTWTC members at the fall meeting. JTWTC members contributed various questions for face-	b) Devorah and Julio will form subcommittee. Bob will send names of contacts to Devorah and Julio . If anyone else is interested in being a part of the subcommittee, they should contact Michael . d) Carolyn and Michael will firm up meeting details before our next conference call. e) Michael and Carolyn will create description and send to Nancy for Board meeting October 13-14.

	<p>to-face conversations with NomCom and ComCom members. All agreed that it was beneficial to have multiple members contributing to the list.</p> <p>Carolyn noted that it will be important to ask NomCom & ComCom committee members about AO/AR work. Bob asks how long we'll have to speak with committee members; Michael and Carolyn were in conversation with NomCom and ComCom</p> <p>e) Carolyn asks José how we should best communicate to the Board of Trustees that the report will take two years. José suggests sending a ½- to ¾-page description of what JTWTTC is doing and our timeline to Nancy Lawrence via email.</p>	
<p>Speaking with Bill Sinkford: Carolyn</p> <p>a) Bill is in Africa when we meet in November. Do we want to set up a telephone conversation with him before or after that?</p> <p>b) Do we want to invite him to our March meeting?</p> <p>c) What do we want to know from him?</p> <p>d) What do we want to tell him?</p> <p>e) What do we want to have a conversation about?</p>	<p>a) Bill Sinkford is on the Committee on Committees, and it might make sense for us to set up a phone conversation with him in the next month. Michael notes that open-ended phone conversations are more difficult to gauge than in-person conversations, and prefers to meet with him in March.</p> <p>Bob suggests that we send specific questions to him electronically, and Carolyn agrees and says we should send the list of questions for committee members to him—his feedback may shape the way the survey is constructed. Taquiena notes that Bill is an outgoing president and it would be helpful to have his perspective in terms of legacy. Kelly suggests that we send the questions to Bill and ask for any feedback that he'd like to share—either via email, via phone, or face-to-face.</p> <p>b) March is the earliest point we could meet face-to-face.</p>	<p>a) Carolyn and Michael will send the list of questions to Bill Sinkford and ask for any feedback he might want to share.</p>

<p>Inviting Kay Montgomery to our November meeting: Michael</p> <p>Kay Montgomery has years of experience working with successive administrations and boards.</p> <p>If we had a conversation it would be to benefit from that experience and wisdom.</p> <p>We could explore what assistance or resource the administration could offer, but we don't know to ask for.</p> <p>In the interest of a reciprocal relationship, is there something we can be doing for the administration that is consistent with our charge and role as a committee of the board?</p>	<p>Michael and Carolyn are both excited about the possibilities of having Kay present for a portion of the November meeting. Janice asks if Taquiena has any suggestions of what we could offer to Kay and the association. Taquiena says that Kay benefits from hearing about how things look from the broader perspective of individuals who aren't involved day-to-day in the association. We can ask Kay how we can help as an assessment and a leadership group. Everyone agrees that it would be an excellent idea to invite Kay.</p> <p>Michael asks if we need to pre-determine topics of conversation. Janice suggests a focus on accountability. Bob underlines Taquiena's point of focusing on how accountability is put into practice. Carolyn wants to get the questions to her a week ahead of time. Michael hears two other topics: discussing how we might assist each other in our respective roles of assessing and monitoring AR/AO/MC; and also in terms of implementation of accountability. Taquiena asks how much we're accountable to people outside ourselves.</p>	<p>Carolyn and Michael will send an invitation to Kay, and will incorporate the ideas we've discussed.</p>
<p>Update on the Covenant: Janice</p>	<p>In Janice's and Catie's absence, Carolyn says that the covenant will hopefully be finalized before the November meeting—goal is to implement it before the meeting.</p>	<p>Janice, Catie, and Carolyn will continue to work on the covenant, and will send it to committee members before our next call on 11/6.</p>
<p>Preliminary 2009 Budget Discussions: Michael</p> <p>a) What do we need to know and when?</p> <p>b) Shall we put it on the agenda for November?</p>	<p>a) Taquiena says that Leadership Council is talking about budget this month and next, in order to finalize it before the January deadline. José confirms that Tim Brennan is working on shifting the budget cycle earlier. Taquiena suggests that we ask Kay what the budget deadlines will be for this cycle. The budget is based on the number of people, work we're doing, etc. Taquiena suggests that the committee review its fall meeting</p>	<p>Michael and Carolyn will ask Kay about deadlines when they contact her about joining the November meeting.</p>

	<p>costs, travel costs, etc. and adjust budgetary requests upwards accordingly. Michael suggests that we also consider potential costs of technical assistance in creating/compiling the survey and creating/publishing report.</p> <p>b) We should put the budget on the meeting agenda.</p>	
<p>Drafting Agenda for November Meeting: Carolyn</p> <p>a) Please send ideas to Carolyn, Michael, and Janice</p> <p>b) Will circulate draft in late October for feedback</p>	<p>a) Bob thanks Carolyn and Michael for work in between conference calls.</p>	<p>Committee members will send suggestions to Carolyn, Michael, and Janice.</p>

Respectfully submitted,
Tracy Ahlquist
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