

Mid-Atlantic Pathwork Board of Trustees

Minutes: Monday, August 28, 2017 - 3:30-6:05 pm

- 1) **Attendees:** Tom Hubbard, Laurie Harris, Paul Klinger, Kent Peterson, Darlene Rollins, Brad Smith
- 2) **Future meeting dates (and recorders)**
 - a) September 28, 3:30-6:00 (Darlene)
 - b) October 30, 3:30-6:00 (Laurie)
 - c) November 27, 3:30-6:00 (Brad)
 - d) January 5, 2018, 3:30-6:00 (Kent)
- 3) **Unexpected Rental Group:** The Board discussed a 2-night rental of Sevenoaks by an unknown group who made reservations through Airbnb. Although Sevenoaks honored our rental agreement, there was concern that many renters participated in a Charlottesville white supremacy rally. The group behaved respectfully and left peacefully with no damage.

A letter explaining situation was sent to Board and Helper community, with positive responses to how situation was handled.

Action: Need written description of what happened to share with people who inquire. Our communication should focus on our acting out of principle rather than fear.

Action: Adopt and implement a rental policy and procedures to discourage unwanted rental groups. Motion made and seconded to adopt a proposed policy in principle subject to legal review and revision as needed. Bring to Board for final adoption.

4) Reports

- a) Center Operations — Paul presented report addressing center operations, sales-marketing activity and results, as well as land & building issues.
- b) Fund Raising and Membership — **Action:** In Lisa's absence, Laurie will head Membership (a Board function), following guidance in strategic plan. Issues and activities may be posed to PW Council (e.g., that all students be members;) and Guild (e.g., that all Helpers remain active members) **Action:** Fundraising issues will be addressed temporarily by Finance Committee.
- c) Finance Committee — Kent
Financial reports were reviewed. The Committee is considering revised reporting formats for the post-Steve era.

Paul's rental projections: FY2017 raised occupancy rate to 27.3%. LT goal for occupancy rate would be 30-35%. Question: what is most sensitive indicator and where can we influence these numbers? One is size of rental group, especially given the difficulty renting to two groups simultaneously.

d) Pathwork Council — Darlene

Action: The Board will hold Council members in our hearts and prayers as the Council addresses significant student issues and future of Pathwork training classes.

5) **Strategic Planning – Tom**

The Board reviewed documents addressing Sevenoaks that are being finalized. Positive comments received on plan from Donovan Thesenga. Progress now being made on Pathwork part of Plan. Ready to move ahead to implement four Sevenoaks sections starting in 3rd Quarter. Laurie suggested an approach to track progress called FASTER and will circulate to Board.

Action: Plan to adopt Strategic Plan at next Board meeting.

6) **Board Member Candidates – Tom and Kent**

The Board and briefly discussed possible candidates (Confidential List)

Action: Form a Board Nominating Committee, create job description, interview candidates, report to Board, then plan for an election process. Tom, Kent, Laurie

7) **Executive Session - Trustees met without staff for a brief discussion**