

NPSI Annual Board and Advisory Council Retreat

Saturday, October 29, 2022

9:00 am-1:00 pm /Hybrid

Past-President – Barbara Sewell; MaMFC, MDIV, MRE, MIPA

Secretary – JoAnn Mills

Treasurer – Eileen Fletcher; SPHR/SHRM- SCP

Director of Training – David Parnes; LICSW, FIPA

Administrative Staff – Carol Bolt, Peggy Swenson

Directors – Carolyn Steinberg; MD, FRCPC, FIPA

Caron Harran–LICSW, FIPA, BCPsa

Community Member Director –
Alison Kneisl; MD, MBA, MS

Advisory Council – Doug Ulrich

Present (alphabetically): Carol Bolt, Eileen Fletcher, Caron Harrang, Alison Kneisl, JoAnn Mills, David Parnes, Barbara Sewell, Carolyn Steinberg, Peggy Swenson, Doug Ulrich

The gathering began at 9:00 am with coffee and quiche.

The meeting was called to order at 10:00 am.

I. Welcome and introduction by Past President Barbara Sewell.

Discussion of the attendance numbers in the 10/28/22 Annual Members Meeting.

Agenda for today is to discuss and brainstorm about growth and structure of organization as the retreat format allows opportunity for brainstorming. Where do we go from here?

II. Projected organizational “paid positions” JoAnn Mills leads:

- A. Executive Director: 80-100K standard
- B. Grant Writer: how much?
- C. Teachers: how much?
- D. Director of Training: 10K? 12K?
 1. Does this become a payroll position, if so how do we transition into that status?

- a. **Action:** Vote on this at next Board Meeting
- 2. Job descriptions for these positions
 - a. **Action:** Topic to be discussed at next Board Meeting
- 3. Discussion of how these positions are to be paid for.
 - a. Could membership dues support this growth? Values of membership: time, belonging
 - b. Revenue from Scientific Meetings, Conferences
 - c. Grant monies are available- possibility to be matched.
 - d. Brainstorming for names of potential donors to create funds for organizational growth. Call them “Angel donors”, “Legacy Donors”. Can funds be matched? The Projection is that one of three asks will be completed with donation. JoAnn reiterates that we have a great product worthy of support.
 - e. How and when will these organizational proposals be relayed to our members?

Action: A combination of JoAnn Mills and Barbara Sewell and others of the relationship allows for approaching a donor, will approach potential donors.

Action: Names to be “stockpiled” sent to Carol. Some names were suggested at the meeting- NOTE: I have not listed them here as this will be a public document.

Action: Treasurer, Eileen Fletcher will create a snapshot of the organization's financial health with the Finance Committee and Bookkeeper, Peggy Swenson to be ready for potential questions from donors.

Action: Barb and Dave to take lead in communications with Members/Candidates about these proposals.

Action: November 30th, Town Hall meeting scheduled and titled “Where Do We Go from Here?” A possible flier to be created also.

III. Honorarium topic; Caron Harrang Reporting:

Discussion of allocating a \$150 honorarium for guest speakers.

Action: Due to the nature of this meeting, it is decided to table this. It is requested that this be resolved by the next Scientific Meeting.

IV. What is the role of Past-President and Director of Training? Are they interim positions?

Action: To be discussed at the next Board Meeting

V. Prepare for Town Hall Meeting

Action: Carol to create Save the Date Evite; deliver to Barb and JoAnn for approval.

Action: Agenda to be discussed at the next Board Meeting

VI. Status of “Selected Facts”

Will there be a Winter Edition? Newsletter on hiatus?

Action: to be discussed at the next Board Meeting.

The Board will meet Wednesday, November 9, 2022, by Zoom (6:30 to 8:00 pm).