**Board of Directors Meeting Minutes Executive session**

**April 26, 2025 Face to Face Meeting**

**Start Time 8 am, MST**

Board members present:

Libby Eason, Chair; Jörg Ahrend-Löns Secretary; Juan David Velez, Lisa Branic, Jim Pascucci, Cosper Scafidi, Jenny Rock, Florian Thomas, KaylaAnn Gowan

Also present were:

Samantha Sherwin, ED and Director of Faculty & Student Services

Neil Anderson, Faculty, EEC Chair

**Mission of the Dr. Ida Rolf Institute**

To provide high-quality education and promote research to advance Rolfing® Structural Integration and Rolf Movement® Integration - our proprietary methods for optimizing human structure and function.

**Minutes**

**8:00 Strategic Goals and Initiatives**

* Assess, revise and update timeline for each initiative
* Assign weight to appropriate initiatives

**8:30 Risk Assessment/Mitigation – business processes intro and discussion**

* Creating a plan to identify risks and create plan of action to meet risks
* Identify potential challenges
* Samantha and Lisa will create a document, categorize and create priorities

**9:00 Treasurer Report – 1st Quarter and 2025 projections**

* Spread sheet
* Samantha checks financials daily
* New accounting group has been good to work with, and has shared ideas to find adaptive order, plus the accounting expenses are now lower
* Moving expenses will be around $15,000
* Training and CE courses are doing well

**9:30 EEC Report – Neal**

* Report attached
* Board expressed appreciation and gratitude for work Neal is doing as faculty chair and chair of the EEC

**9:45 BREAK**

**10:15 Membership:** Power Point from August (with updates) – Jenny

* Shellie is the new Membership Services Director
* Newsletters are being revised to be more easily read
* Requests from members for specific services; suggestions and discussion
* Shellie and Jenny work weekly and report to the Board
* Communication plan/strategy
  + Practice building
  + Ethics for better client/practitioner relationship
  + Identify member needs
  + Adapt for kinesthetic learners
  + Create more videos for members to access

**11:00 Elections/Representatives: Clarify role of regional board reps**

* Review bylaws, revised 2017
* Regional board representatives are defined in bylaws
* Motion to have all members vote on all representatives
* Motion tabled

**11:30 YouTube Podcast/interview proposal – Jim** –

Discussion and proposed actions

* Create a DIRI YouTube channel
* Interviews by a Rolfer plus a non-Rolfer
* Board to review pilot videos
* Establish a working committee
  + To flesh out ideas and structure(s)
  + Determine budgetary requirements
  + Enlist volunteers

**12:00 Adjourn**

**FUTURE BUSINESS:**

* Ethics policy and procedures updates
* Revised web pages

**2025 BOARD SCHEDULE – 12:00 Mountain Time**

Work Session Board Meeting

1st Tuesday 3rd Tuesday

**FACE TO FACE April 26**

May 6 May 20

Jun 3 Jun 17

Jul 7 Jul 21

Aug 5 Aug 19

Sep 2 Sep 16

Oct 7 Oct 21

Nov 4 Nov 18

Dec 2 Dec 16