



**Minutes of the Woman Within UK Board of Directors Meeting
held by Zoom call on 7 October 2018**

In attendance	
Fran Williams	Company Secretary (Minutes)
Katja Layher-Segal	Company Secretary
Susie Beazley	Communications and Marketing (Chair)
Sylvie Kerry	Governance
Apologies	
Liz Hawthorne	Community
Ashleigh Megson	Communications and Marketing
Jane Carvell	Guide and Board Chair

Item		By	Date
1	Minutes of the last meeting and matters arising		
1.1	Minutes of the meeting held on 19 April to be completed and distributed.	Fran	12/08/2018
1.2	Notes of the meeting held on 11 June 2018 to be completed and distributed.	Jane	12/08/2018
1.3	Notes of the meeting held on 6 September 2018 to be completed and distributed.	Fran	12/08/2018
1.4	Contact Paula Alter to ask if she knows of a reason for staff and participant details no longer being circulated following a Weekend.	Fran	05/11/2018
1.5	Follow up with Rebecca Ramirez about the Inclusion quiz.	Susie	05/11/2018
1.6	It was agreed that Woman Within bags be offered to participants at the Information Meeting on Sunday afternoon of the Weekend.	Susie	
1.7	Fourteen women have now registered for the Skills Workshop.		
2	<p>Staffing</p> <p>The difficulty in finding a full complement of staff for the October Weekend was discussed. Katja has now managed to register enough staff for the Weekend, with one woman coming from Hawaii.</p> <p>Staffing is to be emphasised in the Sunday afternoon Information Meeting.</p> <p>Katja reports that several women have signed up to staff future Weekends.</p>	Susie	

	<p>A doodle poll to establish availability of the Facilitation team is to be sent out in January.</p> <p>A doodle poll of staff will then be sent out to women who have expressed an interest in staffing to find out which Weekends they are available.</p>	Katja	January 2019
3	<p>Approval process for expenditure</p> <p>To be raised on the agenda of the next meeting.</p>		
4	<p>Catering arrangements for Nanpantan Hall, June 2019</p> <p>It has been suggested by Mellon that Women in Power be contacted to recruit women to staff the kitchen for the June Weekend.</p> <p>It was agreed that the ManKind Project be approached in the first instance, and then WIP. It is not an issue that men are in the kitchen, as there are often male staff on site on our other Weekends.</p>		
5	<p>Jump Start Your Joy workshop</p> <p>To be raised on the agenda of the next meeting.</p>		
6	<p>Summer Gathering</p> <p>To be raised on the agenda of the next meeting.</p>		

<p>7</p>	<p>Woman Within International Board</p> <p>It was noted that Tasha Laranjo from the UK community has been appointed as Communications Director to the WWI board.</p> <p>Thessa Bos, who will be staffing in October and now lives in the UK, is outreach for WWI.</p>		
<p>8</p>	<p>Staff Training</p> <p>Staff training has gone well. Staff have been receptive to the diversity training.</p> <p>There will be an online Staff Training on Tuesday 9 October 2018.</p> <p>It was agreed that Staff Training should take place soon after each Weekend.</p> <p>The next Staff Training will take place in Yorkshire in February 2019.</p>		
<p>9</p>	<p>Honouring and Celebration/AGM</p> <p>There will be one Honouring and Celebration event which will take place in London following the AGM on 2 December 2018.</p> <p>The Honouring and Celebration and the AGM are to be advertised.</p> <p>AGM to be raised on the agenda of the next meeting.</p>		
<p>10</p>	<p>Diversity and Inclusion</p> <p>A date for Diversity and Inclusion Training is to be set for March/April 2019.</p>	<p>Susie</p>	

	<p>A Mindfulness Circle will be held on the Thursday evening of the forthcoming Weekend and will be run by the Facilitation Team. Mellon reports that the circle held at the German Weekend was fantastic.</p>		
11	<p>Community Newsletter</p> <p>The next newsletter is to be sent out following the AGM on 2 December 2018.</p>		
12	<p>Complaint</p> <p>A complaint was received following the Circle Training in Harrogate, and a response has been sent.</p> <p>There is to be a Zoom call of all Circle Training facilitators to clarify the tailoring of Circle Training to the needs of specific groups, particularly where there is a mix of women who have/have not completed the Weekend, and also for established Circles.</p> <p>It was noted that the clearing model is being discussed to possible accommodate right of reply or defensiveness of the person being cleared with.</p>		
13	<p>Finance</p> <p>The Board received the finance report from Sylvie.</p> <p>Sylvie has raised the concerns about the Wholeness Workshop budget, and it is to be raised at the next WWI Board meeting.</p> <p>Susie and Jane continue to attend the Interdependence and Change Committees. The matter of effectively paying for women to come to staff was discussed.</p>		

<p>14</p> <p>14.1</p> <p>14.2</p> <p>14.3</p> <p>14.4</p>	<p>Any other business</p> <p>Nikki is to be contacted to plan her return to the Board.</p> <p>It was agreed that Sue Baxter be honoured at the AGM.</p> <p>It was noted that Amanda Kidner is seeking a replacement to make the medicine bags.</p> <p>It was agreed that a card be sent to Gudrun to thank her for her work on the Facebook pages.</p>	<p>Jane</p> <p>Fran</p>	
<p>10</p>	<p>Next Board of Directors Meeting</p> <p>The next Board of Directors meeting is to be held at 7pm on Monday 5 November 2018.</p>		