

Minutes of the Executive Meeting held at the Lakehouse in Arundel on October 2nd, 2005 at 9 am

Present: Julie Osherson, Kathy Lowe, Doreen Cooke, Jan Morgan, Ron Cooke, Gail and Frank Grillo, Allison Bishop, Kelly Soule, Kay Flanagan

Julie started the meeting with a prayer by William Ellery Channing.

Appeal Letter—update

Doreen reported that the letter is basically written but they are trying to find out what the bank will do re—monthly payments. Julie asked if they had the list of people who have made pledges—there are about 8 at this time. **We need to put in a reminder to those individuals.** Connie Chandler-Ward told Ron that Foxfire set up a deal with their bank for donors to authorize a monthly amount through their credit cards—all organized by the bank for a small fee so Foxfire does not have to do anything. Foxfire have found that they are now getting much more money than before.

Doreen will ask Graceanna if our bank might do this. Carol said that Graceanna wants the letter by the end of October.

Financial Report

Julie read out the letter from Ron McClain. Our Midwinter net loss is \$1100 total over the last three years. **We need to look at how much money we need to raise to keep everything going well.** Carol needs this info to draw up her report. Carol mentioned having a yard sale one afternoon for a change and then only have the more expensive items at the auction. We could focus on the coffee house more and offer services at that time. Carol mentioned the fact that we are always dipping into our own pockets. Perhaps we should organize something that brings in outside people to buy stuff. Jan mentioned the tax write-off concept.

It was moved that we accept the financial report. Unanimous. **Jan will ask Ron for a more complete report asap. We should check the coffee house amount—does not seem enough. Whoever is appointed to do the coffee house would keep a list of those selling things and note how much was sold and collect the money for the conference.** People tend to be forgetful.

Review of Midwinter Decisions

Carol and Frank will organize a game in the evening. Andrew will organize Saturday morning. We need someone to do rooms and registration—Gail will ask Margaret Costello if she will do this. Gail will let Julie know, as she is the liaison person for Midwinter.

Diane Murphy and Katey will be asked to do Sacred Circle. Diane will be asked to contact Katey. Again Julie will follow up if they will not do it.

We need someone to be a coordinator to supervise the whole of Midwinter. If we find out that we are moving next year, we should turn our community meeting into a planning meeting about the move.

The next Grapevine should include the Midwinter dates and the following one should include registration. The Grapevine person should solicit the info for events

like Midwinter but someone needs to remind the coordinator to write a blurb for midwinter. Julie will write the first article about Midwinter if we have no coordinator in time for the next Grapevine. Who takes care of letting those who need to submit articles to the Grapevine know that they should in fact do it? Jan will work with Debbie to send out reminders. The Program coordinators should submit an article for the next Grapevine. The theme should be included. If we do not vote on one today, the Program coordinators will choose one soon—perhaps using an email vote.

People will be asked to bring piles of random junk to build sculptures in a workshop at Midwinter and then these will be brought to the June conference.

Children's Program

Allison Bishop told us that while at Northfield this year, she mulled over whether she would do the children's program again or simply go to Northfield next year as a full participant. Kym told her that she would teach in the program next year if Allison did but she would not take on the coordinator role as her studies leave her too little time. Patty is also wondering if she wants to do it again.

Allison said that she and Holly and Kym worked a lot on structure in the past few years. Should they all leave and have a new slate or not? —that is their question. Should they bring in one new person to train to take over next year? Julie suggested Allison and Kym sit down and decide together what they will do and then let Ron know. Allison talked about finding ways in which teachers could attend at least some conference hours and perhaps a transitional family—perhaps by using parents to take turns freeing one teacher each day.

Carol brought up the idea of term limits. Would it be easier if teachers knew in advance that they would be there for a three-year term?

Allison suggested that it might be a good idea to have each child choose a project to work on, to build on through the week.

Database

Frank is using Access for the name and address database. There are three different lists of names and three programs. Frank can sort on different levels. He asked how long people should be kept on the master database. Frank and Graceanna have lists (egroup, fundraising, registration)—how should these be coordinated? How should he coordinate with Frank Lombard—what is Lindsay's role?

There seems to be some confusion about who does what in relation to the database. The Yahoo database of names is not up-to-date. Our Northfield website is completely different. This creates some confusion—should we eliminate the Yahoo site? We could reregister everyone and ask questions like: What is the first year you came? What jobs have you done?

It was decided to set up a committee made up of Peter Bloch, Frank Lombard, Lindsay Freeze, Frank Grillo and Kelly Soule. Frank Grillo will chair the committee and he will check with Peter, Frank Lombard and Lindsay about who should be responsible for what area and will then task out jobs. Kay will provide the registration/room lists if required.

Kay could identify and send Frank Grillo the data on any new people and any changes to the data on "old" Northfielders.

Listing— Frank Grillo wanted advice on finding out who to remove from the list and who to keep. Should we ask people to say if they want to be removed? Should we contact the people who are scratched off to make sure they want to be off the list? [We agreed to send a letter or card to people who have been removed from the list.](#)

Community Meeting Coordinator

Carol has not completed her report. She will have it ready for the next meeting.

Teen Programming

Julie reviewed earlier discussions on this topic and gave a brief overview of how we have dealt with teens over the years. We need to respond to the requests made by the teens in the talks held with them. Jan thinks we should follow up on the suggestions put forward at last month's meeting.

Allison feels that teens need a forum in which to deal with issues as they arise each day. Leaders could help teens find ways to deal with their problems on their own but with guidance. Modelling good ways to find solutions is helpful. Parents and teens need to establish the guidelines from the beginning.

- leadership of teen group— it was agreed that Sam and Patty would be good leaders;
- teen talk;
- parents talk;
- first day parent's meeting- Julie proposed as one of the leaders of the one, or more, parents' meeting;
- community & parents to establish guidelines for- two meetings for parents.

Theme

Kathy asked us to vote on the two choices we had come up with at the Planning meeting. The choice was between Lasting Memories: Leap of Faith and Memories and Dreams: we decided to put them together and came up with Memories and Dreams: Leap(s) of Faith. All agreed with this choice.

Family Facilitators/Coordinator

Last year's issues:

- ? Not enough facilitators for there to be two per family;
- ? Increasing number of attendees skipping families;
- ? Continuing problems with the time of day of the "supervision" meeting;
- ? Training and supervision more lax, less purposeful;
- ? Facilitators seem to be more passive in families, are less clear in their descriptions of their roles. ("We're not therapists, we're here to listen, observe, remind, redirect, introduce games, suggest activities.")

Suggestions:

- Make clearer statements about our mission:
 - that the three mainstays of a week at Northfield are Conference Hours, Families, and Sacred Circle;
 - that we encourage all of our members to participate in these activities (as age-appropriate);
 - that for many, Families have been the core of their experiences at Northfield.

- ? Create informative/instructive/inspirational sections about Families for the website and in articles for the Grapevine (Include personal “testimonials”).
- ? Include a section on Families in the handbook – guidelines or simply a good description of what happens in families.
- ? Have the folks in charge of welcoming Newcomers stress the importance and the benefits of participating in Families.
- ? Remind members who bring new people to stress the key elements of our week and the importance of wanting to be part of these activities as a reason for coming.

- ? Revitalize training sessions and supervision meetings at end of each day.

- ? Pair experienced facilitators with new facilitators, encourage real mentoring on the part of the senior facilitator.
- ? Try to introduce new learning at each session – new game, new activity, new question for facilitators to ask each other, etc.
- ? Review, redo Family Facilitator handbook.
- ? Remind facilitators to remind family members that running the family is a responsibility that should be shared by all the members.
- ? Remind members of the community that afternoon sessions are open meetings.

Other input from the meeting:

- ? “Facilitators should be trained, should be people who do this kind of work for a living.”
- ? “How about a family for those who resist regular families (often the men) which is project-based, with a group goal?” (We thought maybe this would attract too many people, encourage avoidance?)
- ? “How about one day which is all activity-based – games, etc.”
- ? “Encourage teens to introduce activities or games.”

Assignment of EC tasks

Appeal letter Doreen

Community Council chair Doreen
Community Living Coordinator Jan
Evaluations Facilitator Doreen
Family Coordinators Julie
Finance Committee Jan
Food Coordinator Doreen
Grapevine Editor Jan
Life Guard Doreen
Mailing List Jan
Midwinter Coordinator Julie
Nominating Committee chair Doreen
Participant List Jan
Program Coordinators/Chairs Julie
Room Assignment Jan
Rose in Winter Doreen
Silent Auction Jan
Youth Program Coordinator Julie
Website management Jan
Mediator/community meeting coordinator Julie
Keys – walk through Doreen

Planning Program and Executive jobs: List of Volunteers Posted at the June Conference

Afternoon sports: Allison Bishop
Announcements: John Grillo & Angela Jackson
Babysitter Coordinator: Lynnette Colvin
Billings: Joanne Milford (food); Frank Grillo
(music) Overseer Marc Rousseau
Coffee House Coordinators: Lisa Church, Allison Bishop
Community Living Coordinator: Mary Koopman
eGroup Moderator: Frank Lombard (this is held over, he wasn't there to re-volunteer)
Evaluations: Patty Atkins
Family Facilitator Coordinators: Gene Boehne, Meg
Connor, Doreen Cooke
Food Coordinator: _____
Handbook: Caroline Jestin
Morning Meditation: Betsy Taylor
Morning Stretch: Denise Welsh
Music Facilitators: Bill Milford & Jean Peters
Nametags: Lindsay Bartlett
New Northfielders Coordinators: Gail Ferris, Sam Osherson, & Sarah Denoncourt

Newsletter Editors: Debbie Orzack & Kathy Torrey
Opening & Closing Ceremony: still open
Rose in Winter Coordinator: Ann Acheson
Sacred Circle: Diane Murphy
Silent Auction: Audrey Kern & Darcy Smith (adults);
Judi Blum & Chantal Bassous (children)
T-Shirt Design: John Grillo, Lisa Church
T-Shirt Sales: Allison Bishop
Talent Show: Maureen Stafford
Workshop and Tree Session Coordinators: Judi Blum and Connie Walsh