

The Reiki Association

Minutes of meeting of Council held on Monday 11 May 2009

Kings Heath, Birmingham

Present: Kristin Bonney, Paul Dennis, Julia Hathaway, Kate Jones, Jan Robinson, Harry Thompson

1. Reiki Circle

2. General Discussion - Catching up

The meeting began with a general discussion, so that both Harry and Kristin could catch up with the rest of Council.

Kate said that TRA has its own life, and its own 'beingness'; what we do is important, and we can hold our arms open toward the Gathering Group and let them do their work.

Harry thinks that everyone associated with TRA is part of a community that is there for everyone; it is there as a focal point for non-Usui initiated persons, so that they can join us if they choose. He thinks that TRA provides a service, not a dictat.

Kate told her own Reiki story - and mentioned Mark Silver's work. She has brought with her a meditation 'being at the Heart of Business', but it was decided to postpone this.

Jan said that we don't have to alter anything we do, and each connection reflects this.

Kristin said that she always uses the precepts to come back to - they are our touchstone.

Julia thought it important to always keep our awareness of the shape of what we do.

3. Sending Reiki to the Association

We had a brief profound meditation, sending Reiki to the whole of the Association, after which Kristin introduced a tiny rose quartz heart (to join the larger heart that we already hold in the centre of our meetings). She said that it is the newborn baby TRA.

4. Official business: agreement of minutes and admission of members

The minutes were agreed (with two small alterations) and were signed off. We were unable to admit members at this meeting as we had not been sent the list of those applying to join TRA.

5. How we work as a team/communication/carrying forward work between meetings

Kate read out the 'Roles and Responsibilities of Council' (Attachment 2 to Minutes of 21.3.09), and Kristin asked us to add:

Maintaining good communication with other groups, including volunteer groups, is important.

We discussed Council term, and Harry thought that members should stay on Council for 3-4 years, so that we don't all step down at once. We **agreed** that a 3-year term is a good idea, and that we should agree a maximum number of people stepping down at any one time, so that there is more stability in Council.

Kate read out the list of Council roles. She also pointed out that one of John Nye's roles is to deal with telephone enquiries from members, and that at their meeting with him, Jan had volunteered to take on this job. Council gave a round of applause to Jan!

Kristin confirmed that Sonia Thornton is providing services to non-members; Tripuri Dunne will deal with postal enquiries from non-members who have problems.

Kate suggested that we have a team of people (who should be non-Council, and continuous) to deal with finances, and reported that John Nye is happy with this idea. He is presently buying software and a new printer, so that his task will be smoother.

Both Julia and Jan mentioned the confusion that is arising because we are all sending emails containing more than one subject at a time, and asked how this might change.

We **agreed** that emails should BEGIN with the work 'Action', or 'Thoughts', and that the name of the intended reader should be in the title. Emails should also ONLY contain ONE subject: [e.g.: ACTION: Julia: How are the minutes going?]. This would make it easier to work out what we need to read and what we don't! We **agreed** that we should read our emails with mindfulness, and always think - 'do I need to read it now?'

In discussing the merchandise, Harry suggests running it down; we **agreed** to throw away the keyrings, and we also **agreed** to include a TRA blue member's badge with the membership pack (and Kate **agreed** to organise the purchase of more of these). We also **agreed** to offer the recording of Phyllis on CD instead of tape, and Kate suggested that Alec would do it; however the tape will need to be revised first. Harry will then sell the revised CDs. Harry **agreed** to carry on with the merchandising job; he also suggested that Mary Pipkin will carry on supplying the leaflets, and Council **agreed** that we are very grateful to Mary for all her work. It was **agreed** that Harry's role is to support Mary, and Paul will support Harry.

The 'Grassroots' role is Paul's (supported by Julia), and the role of communication with the OGM is Kristin's (supported by everyone)

Paul reported that the Masters' Directory is going well.

We **agreed** to put these roles on the website, and Julia **agreed** to revise the previous 'Roles' document to incorporate the above additions.

Kristin said that she would like permission to step in if we feel that someone is overstepping the mark, and there was unanimous **agreement**.

There was a discussion about confidentiality, and we **agreed** that we would always put a disclaimer on any piece that we write as ourselves, rather than representing Council, and Jan added that diversity brings strength, and that she thought that we need to be able to allow it with grace and sensitivity.

We **agreed** that it is important to have group telephone calls (conference calls), and Jan also pointed out that how we do them (i.e. the mechanism we use) is important.

6. Review of what has been achieved since last meeting

We looked at the list we had made at the last meeting of actions we needed to take, and noted that almost all the items on the 'to do' list had been achieved. What was left were:

- i) Kate raised the issue of public liability, and suggested that we do have a public liability policy. This was **agreed**. **ACTION: Kate**

- ii) Paul suggested that we write to all the key people on his list, sending a copy of his article (to appear in the next TOUCH), and a letter. **Agreed. ACTION: Paul**
- iii) It was reported that we have sent out an email circular, and that we have a cohesive Council. An important action is to write to Phyllis and express real appreciation for her support and for her article. **ACTION: Julia**

7. Whats up Next

Touch

- i) Julia and Kate to figure out a subscription amount for non-members for TOUCH, and contact John Nye: **ACTION: Julia and Kate.**
- ii) Ensure that links for the OGM and all other links are updated. **ACTION: WHO?**
- iii) The back page needs updating. **ACTION: Harry to review ASAP**
- iv) Lucinda needs to find a team to support her, bearing in mind that Oonagh may come back on board. **ACTION: Julia to keep in contact with Lucinda.**
- v) Paul suggested that the designer could be the same person for TOUCH and the website. **Agreed.**
- vi) Lucinda has asked for a sum of money for TOUCH, so that she has more autonomy - so Kate needs to work with John Nye on this. **ACTION: Kate**
- vii) It was **agreed** that the money allocated to TOUCH needs to cover the production, circulation, and an honorarium.
- viii) Council **agreed** to have non-member subscriptions, and that a proportion of membership subscriptions should be made available to Lucinda for improvement and ongoing maintenance of TOUCH.
- ix) It was **agreed** that we should have a meeting of the 'Council Plus...' in late August, and that this should definitely include Lucinda, Sonia, and John, and someone from the Gathering Group.
- x) Lucinda has suggested raising money through advertising, and we **agreed** that someone should do this, and that we will help her find a person to do the job. We **agreed** that Lucinda (for TOUCH) should have all the money generated through advertising.

Survey Kate envisages either sending a hard copy of the survey to everyone, or sending it my email link to the membership. After discussion, Kate suggested doing both, with encouragement to the members to do the survey online. This was **agreed**. Kate would like to put a paragraph re. the survey into the next edition of TOUCH, and this was **agreed**. She would like to have a person to put the survey onto Survey Monkey, so that the programme can analyse it. Kate volunteered to do the analysis, and the emailing and paper part of the survey, taking responsibility for all of this, and Alec would insert the survey into TOUCH. This was **agreed**.

AGM It was reported that the National Council for Voluntary Organisations has said that we are able to delay our AGM, provided we tell our members when it will be. **ACTION: (WHO?) to ask Lucinda/Brian to put in TOUCH/website.** Kate suggested that we hold our AGM in March/April, and make it a retreat focussed around practice. 19-21 March 2010 (the Spring Equinox) was suggested, and it was agreed to ask Milly to organise the venue and AGM; if she was unable to do the work at the AGM, Kristin would ask the Suffolk team to do this. Paul said that he may be in India at this time, and Council expressed support for his choice. **ACTION: Julia to contact Milly, Kristin to contact Suffolk team.**

Statement of Identity We discussed the need to review this, and Harry offered to begin work on this. After discussion, though, Kate suggested that we need to get clear what we have already, and then revise the documents, and Kristin and Julia volunteered to do this. **ACTION: Kristin & Julia**

November meeting for AGM organisation Jan offered her house in Bodmin, Cornwall as a venue for organising the AGM. She suggests travel on 12 Nov, and leaving on 16 Nov (i.e. meeting on 13/14/15). We all expressed great appreciation for this.

Website Kate suggested changing the homepage, and offered to do this. Paul offered to check this out. **ACTION: Kate & Paul**

We were reminded of Wanja Twan's visit, and agreed that an email circular should be sent to members about this. **ACTION: Kate & Paul** to tell Brian

After discussion, it was **agreed** that we need to invest in a product and service that we can rely on, and it was decided that Kate and Paul will write an action plan for the Website and put this out to tender. **ACTION: Kate & Paul.** It was **agreed** that Paul, Brian and Kate need to meet with Paul's son to talk about this. It would be helpful if Brian could send the flow chart of the website to Paul. **ACTION: Julia** to ask Brian

8. What we need to do in the short/medium/long term

Kate had made a long list, from those submitted by Council, and we looked at this and prioritised the work as a result. It was encouraging to see how many items had either been done, or were in the process of being completed.

In the process, it was **agreed** to increase the mileage allowance to 30p per mile. **ACTION: Kate to notify John.**

It was **agreed** unanimously that we should all send as many distant Reiki treatments as we are able to 'Remaining clear that our focus is on Usui Shiki Ryoho'.

At this point Council ran out of time, and all **agreed** that it had been a very productive meeting.

The meeting closed with a Reiki circle.

JMH/15.5.09