

Minutes of Reiki Association Council meeting 20 – 22 July 2011 At Feona's house, London

Present: Kristin Bonney, Milly Cain, Feona Gray, Kate Jones, Ivan Middleton, Gwen Robinson

1. We began with a **Reiki Circle**, followed by a **catch-up** with each other. We then prioritised the agenda.

2. **The date of the next meeting** was discussed and the following dates agreed:

12 – 14 October

2 – 4 March 2012

3. **PSN** – Not much progress to report as there has not been any time or energy to set up a launch. Milly had received files from Sonia showing the enquiries received in recent months, which has given a better understanding of what the offering could be. She felt what is offered could be braver and more modern than the old DPN model, holding with deeper knowledge. The web has brought broader and more diverse enquiries. It was felt it would be good to feel what is being drawn forth and respond rather than drive from behind. Milly agreed to write a piece for the newsletter about this change.

In the following discussion there was an agreement to have a Q & A/FAQs area of the website about Reiki practice and also about the Association, showing that TRA is a useful resource. Kristin noted that she has already begun work to turn the recent magazine article into useful Q & A for the website, with Tripuri's help. This was also being done with mindfulness of the recent ruling from the ASA. It was agreed to get some input from younger members for the TRA FAQs and also look at what enquiries commonly come in. It was noted that this could potentially save work for Tripuri if the answers to common questions are to be found on the website.

There was also an agreement to have an 'Ask Auntie' blog, following on from the ideas behind the 'Agony Aunt' page that used to be in Touch. This would be on the website and could be interactive, allowing for discussion.

There was also a suggestion to add a 'Working for the Association' tab to encourage involvement of members.

4. **Review of Buddy System** – There was discussion of how well this was working. It was noted that members of Council are working with people in their roles. It was also felt that people should ask for support if it is needed. It was agreed that we need to keep in touch mindfully with the staff and volunteers and to continue to hold it lightly and that it is still evolving. It was also agreed to encourage the member of staff/volunteer to contact their buddy on council when support is needed. It was agreed that Feona would be the contact for Christine (Suffolk Stuffers).

5. **Finance** – Some members of the finances team felt they did not have enough information in a timely manner. There was discussion about the reasons for this and what was not working. It was agreed that the finances team need to decide what information they need from John. There also needed to be a system of reporting to the whole of council so that sound decisions can be made. It was therefore agreed to ask John to provide monthly reports to the finances team and a quarterly

report to council (in the same format as had been provided for this meeting) at least 10 days before each council meeting.

There was discussion about the new bank account and some reservations about the planned account had been expressed by John. These were noted and it was agreed to open an account with the Co-op. It was agreed that all the finances team should have login access.

There was discussion about whether an audit is necessary. Council was satisfied the accounts are being kept properly, so this was not seen as a matter of any urgency, although it was felt that an independent review would be useful at some stage.

It was also agreed to hold a budget meeting in September to further discuss what is needed in terms of reports and that John should be invited to the October meeting to discuss the budget with the whole of council.

It was agreed to increase Tripuri's honorarium to £200 per month.

6. Update on Staff roles – As a result of Sonia's departure the review of staff roles now only concerns the roles held by John and Tripuri. An outline of the roles and responsibilities had been prepared, but it was decided that Kate, Feona and Ivan should discuss this further outside the meeting as it didn't need to involve everyone at this stage.

7. Future Events – There was discussion about speakers and venues for coming years and it was agreed to ask Rick Bockner to be guest speaker in 2013 and Paul and Susan Mitchell in 2014. The following provisional dates were agreed: 19 – 21 April 2013, early May 2014.

The 21st birthday event was also discussed and the budget agreed. It was agreed that Council would receive a free place for annual gatherings.

There was discussion of how to advertise/promote next year's event, including flyers. There was also discussion about the venue for the Sanctuary weekend.

It was agreed to look into event insurance.

8. Election of new Council members – It was noted that Kristin and Ivan are planning to step down next March. How to elect new council members was discussed and the option of using e-mail/website was considered. However after further discussion it was agreed that following the oral tradition in-person elections are needed for TRA but that this need not be onerous. It was therefore agreed to hold a short General Meeting during the 21st birthday weekend at 12 noon on the Sunday. It was agreed that this would only be to elect the council members, all other annual reporting to be done via web/e-mail/post. It was agreed to put a notice of this in the newsletter, inviting people to come forwards.

Following discussion of feedback from Sonia it was agreed that there needed to be more vigilance about checking who was at General Meetings and whether the meeting was quorate. It was also agreed to have scrutineers independent of Council to keep an eye on voting. Overall it was agreed that the meetings needed to be formal and transparent.

9. **Advertising Reiki (ASA)** It was noted that following new legislation there had been complaints about Reiki practitioners to the Advertising Standards Agency (ASA) at least one of which had been upheld. It was therefore agreed to inform members of this development and also to check the TRA website for any potentially contentious wording.

It was also agreed to advise members with entries in the directory of the need to be mindful about the wording of their personal statements.

10. **Website - Reiki Directory** – It was noted that the Reiki Directory is now up and running. It was agreed that there is a need to publicise it more, so a further update is to be in the newsletter.

Website - Advertising It was noted that at present the new Classifieds advertising option is now available. It was also agreed to ask Brian to moderate the classified ads, with a payment of £5 if an advert needs action.

It was further agreed that Classified advertising should be open to non-members as well as visible to the public.

11. **Weavers** – Not much to report. It was agreed that a letter should be sent to those members whose e-mail addresses we don't have to encourage them either to go online and update their information or to connect with a Weaver to have information sent to them. Jan is working on this with Kristin.

12. **Newsletter** – There was discussion about the newsletter and it was also agreed to discuss making it more lively, including the possibility of printing in another colour, with Alec.

13. **Booklet and Leaflet** – It was agreed that Feona and Tripuri would work on the content of the booklet and 'What is Reiki' leaflet for enquirers/new members.

13. **Support** – It was agreed that Council need to support each other and the staff team.

14. There was no time to discuss the **Role of Council** although through-out the meeting council had been mindful of trying to 'keep the ship light'. **Visioning for year ahead** was also postponed, although much visioning about the future events had taken place.

15. **Next** – It was agreed that Milly would be the next chair and that Gwen would help with 'holding the threads'

16. **AOB – Recipe Book** – Kristin reported that the TRA recipe book is still in process and is a potential earner for TRA. Gilly Griffiths is to be asked to do design work on it. Kate noted that there are now companies on the web who can do short print runs of books which might be useful for this project and agreed to send details to Kristin.

Amazon Associate – It was suggested that TRA become an Amazon Associate and have a book list on the website. This would have the potential to generate income for TRA. It was agreed to go ahead with this and a short list of books to be produced. Kristin offered to look at any new books proposed to be included.

This led to discussion about book groups and it was agreed to set up a book group on the website.

