



NAEH Inc. Board Of Directors Minutes

January 14, 2018

The meeting was called to order at 10:03am EST by President Carolyn Rose Frost using conference call 712-775-7031 Access code 223264 (Host ID 6696 can use *9 to start/stop record. Playback number 712-775-7029)

1. The candle was lit in recognition to the Angel of Merger after which the President led the group in meditation followed by the Gandhi Prayer being recited in unison.

The Gandhi Prayer

I offer you peace, I offer you friendship,
I offer you love,
I hear your needs, I see your beauty,
I acknowledge your feelings,
Our wisdom comes from a Higher Source
I acknowledge that Source in you
Let us work together.

The agenda was approved after adding the Administrative category under reports.

2. **ROLL CALL:** : Dr. Barbara Briner, Bonnie Dysinger, Shauna Edmonds, Carolyn Rose Frost, Chris Geith, Diane Rolka, Constance McCloy, Fran Oppenheimer, Gabrielle Frampton

Total BOD Members present: 7

Others: Anshu Varmer – NAEH Administrator

Excused: Diane Rolka and Chris Geith

3. **MINUTES OF PREVIOUS MEETINGS** December 17, 2017 were taken by Carolyn Rose Frost and approved after

a motion made by Bonnie, seconded and passed to place the Treasurer's report on file subject to audit.

Distribution: 1) All BOD, 2) NAEH Inc. Website 3) NAEH Inc. dropbox.

4. **REPORTS:**

NAEH Inc. Executive Board

Meeting December 20th, 2017: To discuss the resignation of Anshu Varma as NAEH Administrator.

Meeting December 28th, 2017: To review and update Administrator's Role description.

Meeting January 8th, 2018: To discuss the proposed documents; Administrator's Role Description and the Independent Contractor Contract. Documents finalized and emailed January 9th, 2018 to Anshu Varma for consideration. Response requested by January 14th, 2018.

Treasurer's Report – Barbara Briner

Expenses presented for payment (December 17, 2017 – January 14th 2018):

Full financial report at the end of the minutes.

Motion to approve expenses made by Shauna, seconded, and passed.

Funds: Held at Bank of America

NAEH Committee reports:

Certification – Bonnie Dysinger

- 2 of the 3 candidates passed Part 2 and going forward to the Take Home Test February 8th, 2018.
- NAEH/INEH/SF study reported NAEH/INEH are very close, only showing differences in Part 3 and 4.
 - Suggested INEH members who would like to be NAEH certified need to do further study: purchase NAEH syllabi, or work with mentor.
- Soul Focus curriculum very different and does not align with NAEH Certification. SF students would need to take NAEH Part 3 and 4 before applying. Fran will notify Debra Mills of the NAEH's decision.
- The Certification Handbook will be updated by Bonnie to reflect treatment on the head.

Education – Constance McCloy

- Bonnie's 8 Esoteric Healing videos have been posted on the new NAEH Inc. website and Facebook page.
A link and notice will be published in the NAEH newsletter. Positive feedback is already being received.
- A motion was made, seconded and passed to give permission to the Education Committee to organize the new NAEH website and get it in order to pass along to the Administrator to manage.

Membership – Dr. Barbara Briner

Last month total membership = 133. Additional 2 new Professional members this month.(Huffs)

Current: Basic = 46 Associate= 11 Professional= 78 TOTAL = 135 CPEHs = 54

Public Relations

Newsletter/Journal– Barb Briner

- Journal has been mailed. Newsletter is on track.
- Anshu to send Newsletter to all BOD. Bonnie will add link to the NAEH Website.

Website –Fran Oppenheimer

- The NAEH website was accidentally deleted and the new website Chris had been developing was posted and updated by Chris, Fran and Bonnie. As the BOD had previously voted to spend \$150 on this project, Fran went ahead with a cost of \$132, which included a SSL security certificate. It was decided to update the annual cost of the website manually.

Facebook –Fran Oppenheimer

- The Facebook page had interesting articles posted which were getting positive feedback.

Scholarship – Diane Rolka; report read by Carolyn

- The Scholarship Committee reported a balance of \$2810 as of January 1st 2017. 8 Scholarships were awarded in 2017 (6 @ \$300 and 2 @ \$200) totaling \$2200. A \$3000 check was deposited 10.30.2017 leaving a balance of \$3610.00 as of 12.31.2017. (Conference amount of \$1492.60 included in \$3000)
- Deadlines for scholarships: Jan 15, March 15.
- Follow-up from last month – Scholarship recipient received check but did not attend class. The recipient contacted the Scholarship Committee and advised s/he would not be attending class so no check was written. The Administrator reported this was not the same person and further research was needed. Scholarship Policy will be reviewed to keep confidentiality.
- Motion made by Fran, seconded and passed to suspend Scholarship Applications as of Jan 15th, 2018 in order to review Scholarship Policy. Teachers will be notified and the NAEH website updated.

Teacher Training – Barb Briner www.NAEHteacher.weebly.com

- Constance and Fran made a NAEH/INEH/SF syllabi comparison noting similarities and differences. Report sent to the Certification Committee for review.
- Teacher Training Sub Committee report Bonnie/Constance – Jan 4th 2018 Meeting
 - Members: Barb, Fran, Bonnie, Constance and Carolyn.
 - Reported on different teaching formats, moving towards more of a group method of Teacher Training. Comparison of NAEH/INEH/SF recommended INEH Students take Parts 3/4.
 - Recommended Bonnie and Constance receive commendation for putting the report together.

2018 Conference Committee – Barb Briner

- New faces being presenters at the conference.
- Brochure sent to the printers and Anshu will send copy to the BOD. Mailing party scheduled 1.20.18.
- Friday evening will be an open social, Saturday evening options: Journeying; Essential Oil.

Administrative – Anshu Varmer

- Still working on issuing back copies of Journals, sold last DVD 2017 Conference.
- In future BOD set up PayPal for ordering/paying DVDs to cut down on Administrator's time. To be discussed further.

5. UNFINISHED BUSINESS:

a) NAEH Inc., –Gabrielle S. Frampton Attorney at Law

- In the interest of time, Gabrielle suggested she put together some of the NAEH Inc. required documents and present them at one time for BOD review; the BOD was in agreement. Gabrielle requested if anyone had questions, to contact her.
- Social Security Number for EIN had to be one of the Incorporators; Dr. Briner will work with Gabrielle.

b) NAEH Policy Handbook –Bonnie

- Updates
 - NAEH Inc. Newsletter Distribution Policy –Current Membership and General Mailing Lists + NAEH website. Resource: BOD Meeting Minutes 12.17.2017
 - INEH Teacher and Teacher Trainees, who are NAEH Professional members, are eligible to have their classes listed on NAEH website. Resource: BOD Meeting Minutes 1.14.2018
Rationale:
Encouraging inclusiveness with INEH.
 - BOD approved purchase of all Journals (including any past Journals as available) from this point forward could be purchased at \$20 each to cover printing and mailing costs. Motion to approve – Bonnie; 2nd Barb; passed. This will be placed in the Policy Handbook.
 - c) Susan Linz report on the NFEH Retrospective Study – Fran
 - Reviewed by Certification Committee and Teacher Committee to help prepare students for certification and standard reporting process.
 - d) Board of Directors - Nominations for 2018-2020. Diane Rolka
 - Kendra Moore accepted the nomination.
 - Gabrielle offered to soften the BOD role description.
 - It was noted we still need a President-Elect
 - e) NAEH Inc. Contracts: Administrator, Newsletter; Journal; Conference Event Planner; Conference support.
 - Administrator written contract still under review. All other contracts are verbal. Gabrielle strongly suggested the NAEH Inc. has written contracts for all Independent Contractors.
 - f) 2018 Budget – No report
6. **NEW BUSINESS:**
- a) Upcoming 2018 Board Meeting dates: Feb 11th, Mar 18th, April 15th, May 20th all at 10:00 AM EST.
 - b) New Policies – Bonnie:
 - Paperless Storage Proposal. After discussion, the BOD agreed for Bonnie and Fran to organize the NAEH Dropbox and start scanning documents. Physical office space contract will be reviewed and discussed later.
 - NAEH Privacy Policy will be reviewed.
 - c) Ad-Hoc Committee for 2018 NAEH Awards: Chair Barb. Nominees requested.
 - d) Administrator Contract still under review.
 - e) Chris sent an email for the Board to recognize and celebrate 2 important milestones that have come into fruition as the result of the Steering Committee first holding these intentions:
 - The move to a new organizational form – NAEH Inc.
 - Brand new website. – SC developing a new website/old site accidentally deleted/had new site for backup.
7. **ANNOUNCEMENTS:**
- Meetings: Sunday, February 11th 10am EST:
Call 712-775-7031 Access code 223264# (Host ID 6696 can use *9 to start/stop record. Playback number 712-775-7029)
8. **CLOSING - ADJOURNMENT**
- Closing meditation was given by the President. Adjournment 12:05pm EST
Minutes taken by: Carolyn Rose Frost

Attachments:

Paperless Storage Proposal.

Follow up:

- i) 2016: Can an INEH Teacher become an NAEH Teacher – no decision made
- ii) October 2017 - Teachers: Licensure agreement – Under NAEH Inc, - covered under Attorney Retainer
- iii) Review 2014 NAEH Privacy Policy: Gabrielle, Carolyn, Bonnie and Fran

FINANCIAL REPORT JAN 14, 2018

	JAN 13, 2018	DEC 17, 2017
CHECKING #1	4,236.53	\$ 2831.46
CHECKING #2	10,622.95	14,775.46
SAVINGS	13,523.74	13,523.51
GENERAL	[11,449.45]	[11,449.22]
CERTIFICATION	[2074.29]	[2074.29]
PAY-PAL	196.80	666.51
TOTAL		\$ 31,796.94

DEPOSITS: NONE

Activity

12-30-17 Transferred \$47.49 from PAY-PAL to CHK #2

1-8-18 Transferred \$5000. from CHK #2 to CHK #1

CERTIFICATION ACCT: \$100. of PAY-PAL is testing fee
for CERTIFICATION CANDIDATE

EXPENSES

1-2	1230 AVONGATE (online forms)	\$ 299.95
1-2	VZWRLSS (VERIZON TEL)	52.17
1-5	IBS - Jan rent	420.00
1-5	Anshu Varma - Jan salary	575.00
1-8	USPS P.O. (Journals mailed)	20.92
1-10	Pendleton (conference blanket)	263.94
1-12	Wix.com	132.00



EXPENSES (con'd)

1-12	VISTAPRINT	(conference brochure)	121.11
1-12	"	(conference pens)	82.68
1-12	"	(set-up fee brochure)	67.95
1-12	Office MAX		<u>19.21</u>
			* 290.95

TOTAL EXPENSES : * 2054.93

Conference : * 554.89