

Iyengar Yoga Association of the Northwest  
IYANW Board Meeting  
Meeting Minutes  
October 24, 2010

### **I. Call to Order**

Tonya Garreaud called the meeting to order at 9:15 a.m. on Sunday, October 24, 2010 at her home in Portland, OR.

### **II. Present**

The following Board Members were present: Tonya Garreaud, Denise Weeks, Karin Brown, Paul Cheek, and Jennifer Shonk. Incoming board members Anne Geil and Angela McKinlay were in attendance. Marcia Gossard joined the meeting by phone.

### **III. Minute Approval from June meeting**

Paul motioned to approve minutes, seconded by Karin, motion passed.

### **IV. Committee Reports**

- A. Treasurer – Karin. Treasurer’s report (attached).
  - 1. Change of language on expense form for mileage reimbursement to read: non-profit rate as set forth by the IRS (from \$.14/mile).
  - 2. Karin proposed to send a quarterly reconciliation and bank statement to the president only for verification.
  - 3. The board recommended updating the categories on the budget and expense report so that they match.
  
- B. Membership – Paul
  - 1. Paul needs to upload the most recent information from IYNAUS.
  - 2. Tonya requested that Paul includes the final end of the year membership for the past two years on each report.
  
- C. Communications – Denise
  - 1. The newsletter is a little behind schedule but is predicted to be eight pages. Denise and Tonya discussed handling the layout for the next issue and a potential solution for future issues.
  
- D. Scholarship – No news to report.
  
- E. President – Tonya
  - 1. Tonya was successful in working out reduced membership dues for Convention 2010 volunteers with IYNAUS which was announced in the last e-news. She will notify volunteers who are already members that they are eligible to receive the discount, or they can pay the full amount and have the ‘extra’ donated to the IYANW grant.

## **V. Old Business**

### **A. Library**

1. DVD conversion: Jen will test Tara Bernstein's converter. Tonya will make labels for library materials. (Note from Jen: Tara is missing an essential cord for the device which is expensive to replace. IYANW should look into purchasing a converter).
2. Logistics: A sign should be placed near the materials at SYC to identify the materials belong to IYANW and are available for check-out by its members
3. New materials: The board discussed acquiring new materials for the library; the first of these will be Asta Dala Yoga Mala volumes 1 thru 7. Other suggestions for the future: publications by Lois Steinberg and Chris Saudek and Iyengar Yoga for motherhood.

### **B. Member only workshop**

In order to create momentum the board discussed offering at least two member-only classes in 2011. Jen will teach one in Seattle in December 2010, and Tonya will offer a class in Portland in January. In order to create consistency in the workshops IYANW developed the following terms and expectations:

- o Flyers will be provided by IYANW
- o The instructor will secure the space, come up with a topic and promote the workshop
- o The studio will provide the space and promote the workshop
- o IYANW will send out new member welcome packets

## **VI. New Business**

- A. New Board: Current board members gave a brief description of the responsibilities and duties of his/her position(s); new board members introduced themselves and expressed their skills and interests. Positions for the new board were determined.
- B. Protocols  
All current board members will revise their protocols and send to Jen.
- C. Convention Volunteers: Tonya and Elizabeth are working together to generate ideas for convention volunteers to join the organization.

## **VII. Next meeting**

Tentative: Sunday, February 6, 2011 from 9 to 11 a.m. via phone or skype

## **VIII. Summary of Actions- sent by Jennifer.**

### **ALL**

**November 30:** Update Protocols and send to Jen

Pres. – Tonya  
V.P. – Denise  
Communication – Denise  
Membership – Paul  
Scholarship – Tonya  
Treasurer – Karin  
Secretary – Jen  
Library – Jen and Tonya

## Elections – Paul and Tonya

### TONYA

- Follow up with Sarah Ross re: the tee shirt she ordered
- Request Newsletter template and most current items of all with a description of those items from Don
- Ask Don if he is willing to put together the next newsletter
- Contact Elizabeth about contacting IYANW with new members
- Send postcards to area studios

### KARIN

- Change wording in report for IRS non-profit rate
- Update protocol concerning BofA reconciliation and statements
- Send date from Sarah Ross' check to Tonya for Tonya's follow-up
- Send reimbursement form to new board members
- Purchase (at wholesale price) Vol. 1-7 of Asta Dala Yoga Mala from IYNAUS store (Sophia) and arrange for Jen to pick up on Friday, November 12

### DENISE

- Contact Elizabeth on the national board for list of 2010 NW teachers who passed assessment
- E-news announcement of member-only class

### PAUL

- Post Minutes from February and June meetings on Website

### JEN

- Send minutes from February and June meetings to Paul to post on the website
- Sign and send a copy of recently approved minutes to Karin titled: Iyengar Association of the Northwest
- Pick up Asta Dala Yoga Mala from Seattle store
- Update library inventory and send to Paul
- Put all newsletters in a binder for check-out and update this change on library inventory
- Contact Pat Musburger re: hosting member-only class at her studio, develop content and description and send to Denise and Tonya
- **December 15:** Send out updated protocols to new board
- **December 20:** Request archives for 2010

## **IX. Adjournment**

Denise motioned to adjourn the meeting at 12:22 p.m. Motion passed.

Minutes prepared by Jennifer Shonk