

## ICF Executive Committee 2016 – 2017

### Meeting Minutes

25 April 2016, 6pm

The Hub, Prinsep Street

Present	Apologies
Hermann Ditzig, President	Donald Huse, Treasurer
Jasveer Malaney , President Elect	
Anisha Kaul, Immediate Past President	
Saba Hasanie, Vice-President	
Suman Balani, Assistant Treasurer	
Lai Han Sam, Honorary Secretary	
Reeta Nathwani, Assistant Secretary	
Michael Bertrand, Council Member	
Joerg Kuehn, Council Member	
Manon Swaving, Council Member	
Tan Hun Boon, Council Member	
Avni Martin, Council Member	
Evelyn Newby , Admin Support	

Minutes	Action
<ol style="list-style-type: none"> <li>1. Check in</li> <li>2. Update from Hermann on the ICF Global Visit                             <ul style="list-style-type: none"> <li>• Team was on the 938 radio station on an interview</li> <li>• Team met with the BoardAgender ladies to get an insight into coaching</li> <li>• Team met with the ICF Singapore Chapter members and held an open and lively Q&amp;A session</li> <li>• 35 dedicated staffers served 28,000 members</li> <li>• ICF is a membership organization, possibility of exploring in-house coaches</li> </ul> </li> </ol>	
<b>Decisions to be made</b>	
<ol style="list-style-type: none"> <li>3. ICW Update – Reeta                             <ul style="list-style-type: none"> <li>• 16 May - Opening                                     <ul style="list-style-type: none"> <li>○ Grand Copthorne opening with the theme of “The Value of Coaching” with 3 overarching themes 1. Coaches, 2. Community, 3. Corporates</li> <li>○ Value of Internal Coaching – Speaking to GSK, ask of ExCo for corporates for the panel on Monday night</li> </ul> </li> <li>• 17 May – Peer Coaching                                     <ul style="list-style-type: none"> <li>○ Peer Coaching, 10am – 3pm, way of giving back to coaches; Internal coaching possible, need volunteers</li> </ul> </li> <li>• 18 May – Symposium “The Value of Coaching”                                     <ul style="list-style-type: none"> <li>○ Sponsored by AXA by providing campus</li> <li>○ Morning – Keynote, breakout for 3 key areas, ethics (Saba), credentialing (Jass), coaching supervision</li> </ul> </li> </ul> </li> </ol>	All to note - Send all targets to ICW email - ExCo attendance requested - Send suggestions of sessions to ICW team

<p>(Wai K part of ICF board), afternoon - mindfulness meditation, for coaches to work with clients, and 90mins Aberkyn run session on leading with value, interactive</p> <ul style="list-style-type: none"> <li>○ Panel for AXA and HR director – Angela, 2 more people needed</li> <li>● 19 May – Tentative <ul style="list-style-type: none"> <li>○ day event or evening event or both, breakfast meeting or team session, Avni suggested hosting 3 hour about what is coaching, basic coaching skills e.g. listening, another idea launch a recording project or just pure peer coaching session</li> </ul> </li> <li>● 20 May – Closing <ul style="list-style-type: none"> <li>○ Evening at Grand Copthorne, Paul Brown coming for closing</li> </ul> </li> <li>● Fees for ICW <ul style="list-style-type: none"> <li>○ \$100 members, \$125 for non-members week pass \$75 for members and \$90 for non-members symposium \$25 per event</li> </ul> </li> <li>● There was a sign up for platinum package</li> <li>● Anisha suggested planted a tree activity, or a social gathering/activity</li> <li>● Avni suggested a run, Zumba, for schools to let the kids come outdoors</li> <li>● Manon suggested a workshop for kids</li> <li>● Reeta suggested to give laser coaching to students at Poly</li> <li>● Send all invitation targets to ICW email, Volunteer was handling the sponsorship</li> <li>● Coaching Week – ExCo attendance requested</li> <li>● 10 volunteers available for ICW currently being organized to help with the events</li> </ul>	
<p>4. Confirmation of Team Alliance made during the Retreat - Jass</p> <ul style="list-style-type: none"> <li>● Hermann request for change in format</li> <li>● ExCo confirms the new format</li> </ul>	<p>Sam to change and distribute</p>
<p>5. Attendance of ExCo members to monthly events – Hermann &amp; Manon</p> <ul style="list-style-type: none"> <li>● Manon requested to understand the basis of ExCo members payment for the monthly or adhoc events</li> <li>● Anisha gave the historical take on this item as a standard operating procedure</li> <li>● Hermann proposed to move this item to the next meeting for more in depth discussion</li> <li>● Next ExCo meeting to start at 5.30pm for more time</li> </ul>	<p>Reeta to add to next agenda</p>

<p>6. Past Presidents Meeting support required by sub-committee – Anisha</p> <ul style="list-style-type: none"> <li>• Anisha will send email out to brief ExCo</li> <li>• Potential participation in Elections Process and MarketPlace</li> </ul>	<p>Anisha to send email</p>
<p>7. Previous presenter attendee list to be provided or not - Saba</p> <ul style="list-style-type: none"> <li>• We do not share participant lists with speakers</li> <li>• ICF will communicate on the speakers behalf the following: <ul style="list-style-type: none"> <li>○ Summary of presentation</li> <li>○ General queries or interesting facts associated with the talk</li> <li>○ Contact information or links for more information on the topic</li> </ul> </li> <li>• ICF will not advertise on behalf of the speaker of their respective companies</li> </ul>	<p>All to note</p>
<p>8. Fun Activity of the Month (Optional including families) – Jass</p> <ul style="list-style-type: none"> <li>• ExCo expressed support for initiative</li> <li>• Further discussions will be held to confirm these events</li> </ul>	<p>All to note</p>
<p>9. Set a date for the next ExCo Retreat – Sam</p> <ul style="list-style-type: none"> <li>• Most can turn up on 29<sup>th</sup> July versus 8<sup>th</sup> and 15<sup>th</sup> July</li> <li>• ExCo confirms date for Retreat</li> </ul>	<p>All to note</p>
<p>10. Style of Name Cards &amp; Badges for us - Reeta</p> <ul style="list-style-type: none"> <li>• P, PE, PP will make a decision on behalf of the ExCo</li> </ul>	<p>Hermann, Jass and Anisah to action</p>
<p><b>Information and Discussion</b></p>	
<p>11. Committee Update</p> <p>C4C – Joerg  Communication – Boon  Events – Manon  Membership – Jass  Research – Avni  Secretary – Sam</p>	<p>Move to next ExCo meeting</p>
<p>12. Project Updates: Marketplace and ExCo Luncheons – Saba &amp; Jass</p>	<p>Move to next ExCo meeting</p>
<p>13. Any Other Business</p> <ul style="list-style-type: none"> <li>• Call for Action – Use Basecamp</li> <li>• Urgent Action – Use Whatsapp/Email</li> <li>• ExCo engaged in a conversation around team dynamics related to purpose and procedure</li> </ul>	<p>All to note</p>

Meeting Adjourned: 7.14pm

Minutes taken by: Lai Han Sam

Meeting Minutes Approved by: Hermann Ditzig and Jasveer Malaney

Seconded by: