

GEOGRAPHICAL DELEGATES

William Glasser International [WGI] Board is a democratic body that represents its members in achieving the vision and mission of William Glasser International, Inc. The Board shall consist of twelve [12] geographical regional delegates plus a Chairperson, the non-voting Immediate Past Chairperson, and the non-voting Executive Director. The Board makes decisions using a consensus model which ensures all members have a voice in the direction being taken by the Board.

The number of delegates for any given geographical region was originally allocated taking into consideration the number of certified [CTRTC/RTC] in that region. The current representation of delegates is as follows:

- The United States of America - three [3] delegates;
- Canada - two [2];
- Europe - two [2];
- Asia - two [2];
- Australia/New Zealand – one [1];
- South and Central America one [1];and
- Africa and remaining geographical areas -one [1] delegate.

Board Members are considered Full Members and are elected from their own geographical areas and by members of WGI who reside in that region. WGI shall review the allocations of delegates every five [5] years to assure equitable distribution of delegates to all geographical regions in light of a change in the number of people who have completed any of the WGI Certification programs.

1.0 QUALITIES AND RESPONSIBILITIES OF BOARD MEMBERS

Board members shall demonstrate a genuine interest in leading the world with Choice Theory[®] psychology and a willingness to commit to meet every month and give further time to devote to the work of the Board. Board members shall:

- 1.1 Endorse and accept the responsibilities of Full Members as outlined in the Membership Policy and the Professional Standards Policy;
- 1.2 Attend and participate in the board Lead-Management approach and consensual decision-making;
- 1.3 Respect confidentiality of discussions at meetings and online exchanges when so designated.

- 1.4 Participate in ongoing e-mail or forum discussions about board issues;
- 1.5 Attend and participate in monthly online meetings which last three [3] hours. These meetings are to be scheduled in Universal Coordinated Time [UTC] at a time and date agreed by board members;
- 1.6 Members of the Executive attend and participate in monthly online meetings which last two [2] to three [3] hours.
- 1.7 Engage in one or more action committees and other relevant work for at least ten [10] hours a month;
- 1.8 Be reasonably fluent in written and spoken English language;
- 1.9 Be competent to engage in online conferencing;
- 1.10 Receive and share views and opinions of the members in their geographical regions: (a) represent those views and opinions to the Board, and (b) report decisions of the board to members in their geographical regions;
- 1.11 Be familiar with WGI policies and practices;
- 1.12 Attend and participate in one [1] face-to-face meeting coinciding with the International Conference in the even years and, at a predetermined location in odd years, when there is no international conference.

2.0 DIRECTORS- TERM OF OFFICE

- 2.1 The term of office for directors shall be for three [3] consecutive years beginning on January 1 and ending three years later on December 31.
- 2.2 The term of office for directors shall be staggered so that one-third of the Board is up for election each year in order to maintain continuity on the Board.
- 2.3 Board members may serve only two [2] terms in their lifetime.

3.0 ELECTIONS OF DELEGATES TO THE BOARD

- 3.1 Elections shall be managed by WGI and initiated in September/October.

- 3.2 Specific responsibilities for work and attendance at board meetings shall be provided to nominees. This information may facilitate the selection of nominees and the voting process in the geographical regions concerned.
- 3.3 Once an election is announced, a period of one [1] month shall be available for the receipt of nominations.
- 3.4 It is the responsibility of the Board to verify that the nominees have met the requirements to serve as board members.
- 3.5 Information about elections shall be sent directly to members. The election shall take place two [2] weeks following the announcement of the nominees running in the geographical region.
- 3.6 The Board elects the new board members of each geographical region at the first meeting of the New Year to be directors of the legally incorporated William Glasser International.

4.0 QUALIFICATIONS FOR NOMINEES

- 4.1 Nominees must reside in the geographical region they represent, be a member of WGI, and also a member of their geographical region.
- 4.2 The person who 'nominates' and the person who 'seconds' the nomination shall be WGI members, members of the member organization concerned, and reside in that geographical region.
- 4.3 Nominees may not nominate themselves.
- 4.4 Nominations shall only be considered if nominee[s] have been seconded and meet all requirements stipulated by WGI.

5.0 VACANCY ON THE BOARD OF DIRECTORS

- 5.1 A vacancy during the term of office of a sitting Board Member may arise for a variety of reasons, including:
 - 5.1.1 Resignation;
 - 5.1.2 Removal of a director by the members for cause related to the duties and responsibilities of the position; or
 - 5.1.3 Was not filled during the election period.

- 5.2 If a Board Member leaves the Board before the completion of his/her term of office, or is elected to the position of chairperson, WGI shall organize a new election for a replacement delegate as soon as possible.
- 5.3 The new delegate shall complete the term of office of the position being replaced.
- 5.4 Completing someone else's term on the Board only counts as a term if the time served is more than two [2] years.
- 5.5 Should a Board Member-Elect decide not to take up the position on the Board, a new election shall take place upon the resignation or withdrawal of the Member-Elect.

6.0 ELECTION OF A CHAIRPERSON

- 6.1 The Chairperson is elected by the members of the Board from among its current members and for a term of two [2] years.
- 6.2 The Immediate Past Chairperson shall remain on the Board in a non-voting capacity for one [1] year.

7.0 AUXILIARY POSITIONS OF WGI

- 7.1 Brian Lennon, appointed by Dr. William Glasser as the founding Chair of the Board, shall have a permanent non-voting membership on the Board and may attend at his discretion.
- 7.2 The Executive Director is employed by WGI and has particular duties as negotiated and approved by the Board.
- 7.3 The Corporate Secretary is employed by WGI and has particular duties as negotiated and approved by the Board.
- 7.4 WGI shall review annually the positions of those it employs at the first face-to-face meeting during each calendar year. The WGI shall renew or replace positions depending on the needs of the corporation.

8.0 BOARD EXECUTIVE COMMITTEE MEMBERS AND DUTIES

- 8.1 Members

The members of the Board Executive Committee shall be comprised of:

- 8.1.1 Chairperson
- 8.1.2 Vice-Chairperson
- 8.1.3 Recording Secretary
- 8.1.4 Treasurer
- 8.1.5 Immediate Past Chairperson
- 8.1.6 Chairperson Emeritus [Brian Lennon]
- 8.1.7 Executive Director [Corporate President]

8.2 Duties of the Executive Committee

The duties of the WGI Executive Committee are to:

- 8.2.1 Prepare and process the agenda;
- 8.2.2 Manage the finances and budgets;
- 8.2.3 Receive reports on items from the Executive Director;
- 8.2.4 Address any specific sensitive subjects;
- 8.2.5 Ensure the adherence to the Constitution and By-Laws;

9.0 ATTENDANCE AT BOARD MEETINGS (updated October 23, 2021)

- 9.1 Attendance at each board meeting is the responsibility of each board member.
- 9.2 It is the responsibility of the board member to inform the Chairperson if they are unable to adhere to the expectations of attendance and workload of board members.
- 9.3 When a person misses a board meeting for whatever circumstance, the audio recording of the meeting will be sent to them. They will be expected to listen to the meeting. If a quorum was present at the meeting no further action is needed. If a quorum was not present and decisions could not be made, after listening to the audio version of the meeting, the person will record their consensus number on each proposal in an email to the Board Chair and Executive Director so a quorum can be achieved and decisions made. The reply must be sent within 10 days. If the consensus number changes this will be reported to the whole Board at the following meeting.
- 9.4 The Chairperson shall contact the board member who misses two [2] consecutive board meetings without notice, to understand the situation and look for possible solutions for the board member's duties and responsibilities.

- 9.5 If a Board member misses three [3] consecutive meetings or more than 50% of meetings during the calendar year, the Chairperson gives notice that this situation shall be discussed at the next board meeting.
- 9.6 If the Chairperson determines that the board member is unable to fulfill their duties and responsibilities, then the Board shall ask for a new election within the Member Organization concerned.

10.0 PROCEDURES AT BOARD MEETINGS

- 10.1 A quorum consists of 60% of voting members present at the meeting.
- 10.2 The Chairperson, in concert with the secretary and input from members of the Board, shall set the agenda for each meeting.
- 10.3 Board agendas shall be forwarded to Board Members at least one [1] week prior to the scheduled meeting.
- 10.4 The secretary shall take Minutes of the meeting and forward them to Board Members no later than one [1] week following the meeting.
- 10.5 The Minutes are private to the Board and will also be posted on the website in the Board's private section until approved by the Board and signed by the Chairperson and Executive Director. Authorized electronic signatures shall be accepted.
- 10.6 The Executive Director shall post a copy of the approved Board Minutes on the website in the members' section.
- 10.7 Resolutions are put forward, seconded, discussed, and then offered to a consensual voting process when a quorum is present.
- 10.8 The voting consensual process may be found in APPENDIX 1.
- 10.9 Resolutions regarding policies and programs are posted on the WGI website for a period of fifteen [15] days in order to receive feedback prior to final adoption.
- 10.10 Resolutions shall be registered in a file to enable quick access, so marked: Date of Meeting, Resolution, Voting Results, and Action. This file is to be maintained by the Corporate Secretary.

11.0 EVALUATION AND REVIEW

- 11.1 This Policy shall be evaluated every three [3] years to ensure that any changes made by the Board are reflected accurately.
- 11.2 Any change or amendment to the Board Policy shall require a review of the entire policy to maintain consistency and coherence.

APPENDIX 1
VOTING CONSENSUAL MODEL

1. When an item has been sufficiently discussed, any member may form a resolution for consensus. Once stated, members indicate their initial level of agreement in the following way:
 - Indicating a five [5] means, *I have enthusiastic support for this idea and am willing to be the leader on its implementation.*
 - Indicating a four [4] means, *I am in full support of this decision and will help the leader with tasks as possible.*
 - Indicating a three [3] means, *I will support this decision and feel comfortable letting this proposal pass without further discussion.*
 - Indicating a two [2] means, *I am somewhat comfortable with the proposal but would like to discuss some of the issues.*
 - Indicating a one [1] means, *I have objections but I won't stop the process or block the group from continuing forward.*
 - Indicating a zero [0] means, *I am totally against this motion and cannot support it in any way. I need to talk more about the proposal and require changes for it to pass.*
2. When a vote results in an action requiring a person to lead the initiative, there must be at least one [1] person voting five [5] to be the 'leader' on its implementation.
3. In the case of no fives, a two, one or zero, further discussion will ensue.
4. After further discussion and possible revision, a **second vote** will be taken.
5. This process shall continue until the resolution is carried, postponed or cancelled in the case of two or more zeroes.
6. If there is still a zero, the **resolution does not carry**.
7. Before the next board meeting, a designated third party shall moderate a negotiation between the parties involved in the conflicting opinions seeking a win/win solution.



VOTING CONSENSUAL MODEL

8. If a solution is generated, that option shall be presented at the next board meeting as a new resolution for consideration.
9. If after a month, the average of the consensus numbers is equal to or greater than 4, then the resolution can carry.
10. Once a resolution is passed, it is a decision of the Board and all members are expected to support the resolution publically.
11. All official WGI policies and decisions shall be posted on the WGI website under the appropriate menu.

APPENDIX 2
STAGES IN PROCESSING POLICIES

STAGE 1

▪ **IDEA GENERATED.**

After board discussion, a vote is taken whether to develop the idea. The Board chooses an advocate for a proposal deemed worthy.

STAGE 2

▪ **ADVOCATE CHOSEN**

Discussion continues for no longer than three [3] months via the agreed forum. The Proposal Advocate presents a draft proposal and rationale to the board.

STAGE 3

▪ **POSTING ON WEBSITE**

The Proposal is posted on the WGI website for consultation and feedback from member organizations. Member Organizations offer feedback to the Executive Director which is forward to the Proposal Advocate within a period of one [1] month.

STAGE 4

▪ **FINAL APPROVAL**

The Proposal Advocate, on behalf of the working group, presents the program or policy to the board for final approval.

STATE 5

▪ **PUBLICATION ON THE WEBSITE**

The policy or program is considered to be official through the final posting on the WGI website.

STAGE 6

▪ **ANNUAL REVIEW**

The Board reviews all programs and policies annually.