

Board Meeting Minutes
October 28, 2012

Present: Lee, Ted, Tim, Dennis, Monica, Admin. Director, Cindy
Absent: Jen, Matt, Shaun

Reviewed reconstruction project at the rear of the building and what the plan is going forward to next spring

- entrance will be handicapped accessible
- there will be a railing installed for the winter

Reviewed agenda

Mins approved from last meeting

Strategic Planning Committee

- Lee reviewed progress
- handed out an update summary
- hoping to have a final recommendation to the Board by January '13
- more frequent communication with sangha

Leadership Transition

--Board needs to make some decisions before the transition committee can be formed and move ahead

- reviewed proposed work plan and who from the Board would be on the committee
- Dennis and Lee will head this committee
- committee will need to generate a job description
- committee will report to Board on progress at the December '12 Board meeting
- decisions Board makes about the building could significantly influence the hiring process.

Hopefully, this can be resolved by Feb so that the job could be filled by next fall.

- Tim will be out of the country for 3 weeks starting in mid-December
- clarification of transition vs succession committees

Discussion about Board Terms

- Matt, Lee, Ted, Ben and Dennis terms are all up in March
- Lee is staying
- Ben and Ted may stay
- Dennis will be leaving but will stay involved with the search committee
- Matt--not present for discussion

Head Teacher Report

- Stacy's ordination
- Rosemary and Tim met re priest activities over the next few months
- Ted will be taking over as Associate Guiding Teacher Jan - Sept '13
- Practice Period is going well
 - quite a few new members and many more women than usual
- Bonnie's shuso ceremony November 19--last night of Practice Period
- Rohatsu with Susan Nelson and Tim
- next year's practice calendar nearly done--Ben. Done through 9/1/13; some flexibility in scheduling after 9/1/13 when Tim leaves
- Norm Fischer coming weekend before Memorial Day

Administrative Director

- discussed plan for the back door area

--because of changes to the plans for the concrete there was a significant time crunch due to the weather. Concrete can only be poured during certain temp ranges. As a result, only two rather than four bids were taken for the work. (This process will be discussed at a future Board meeting re # of bids necessary and the amount of money which triggers this process)

- profit and loss statement thru first 3 quarters of year
- people coming to intro classes are starting to become members
- very close to breaking even for the fiscal year
- \$10,000 taken from reserves to hire Cincinnati

Budget Committee

- should we be doing something different with our reserves in order to earn more money on our investment--would require change in governance/bylaws
- handed out Operating Budget 2013--Proposed
- budgeting as though we will be maintaining .5 FTE when Tim leaves; this will need to be updated next year
- extensive discussion about issues around a sustainable budget, particularly where 'the gap' will be made-up
- will vote on budget at next Board meeting
- could Dharma Family Sundays be allocated a small budget--this could be covered under miscellaneous if people submit receipts

Membership Committee

- focus may shift toward retention of members
- membership drive starting in November
- 11 new members last quarter and only lost one
- has an annual plan in place
 - members-only events will be reduced because of perception of exclusivity
- monthly membership tables
- goal of \$55,000 in pledges
 - 2% of salary suggestion
 - membership letter/s going out this week

Fundraising/Friends-making Committee

- taking on annual building appeal
- 40th celebration on Oct 5, 2013
- open to support other ideas eg garage sale during ECCO sale
- big issue is no members except for Admin. Director and Jen
 - discussed possible sangha members to ask
- next meeting has not yet been scheduled

Meetings

November and December meetings scheduled (November 25 and Dec 16)

Meeting adjourned