

Minutes of The DCC Board Meeting - February 8, 2022

Present : Karen Russell, Robin Keogh, Christine Wihak, Monique Truax, David Berry, Chris von Baeyer, Eva Gohl, Mark Eisenberg, Cheryl Gellman, Steven Gellman
(Invited) Marion and Marta

1. Opening Meditation (Karen)

2. Approval of Agenda: motioned David, seconded Eva, approved unanimously

There was a change to the agenda...the Staff Report (M & M) was moved up to begin the meeting, as their time is precious....motioned by Christine, seconded by David, approved unanimously

3. Approval of Minutes of previous meeting:

It was pointed out that Chris's last name was misspelled
motioned David, seconded Eva, approved unanimously

Report by Marion and Marta

Marion began saying her report will be an update on past week, and the next 3 weeks regarding her responsibilities

She has been organizing computer files and also making paper files.

She had a very productive meeting with Steven and the Archive Committee.

Presently, Marion is the only one who can access the DC website.

The Spring retreats were moved back, starting with Linda H's retreat to the end of March. It is possible that 1 of her students will be an onsite steward for her retreat.

Update: she was informed that Tracy and Darrell will support Lama Sherab to come to the DC to do a Guardian of Land blessing and renewal Puja ceremony.

This is not open to the public.

She requested that she be given updates as they occur.

Nick said he will give her updates.

Marion said she will be updating the Website before she leaves.

She will be transferring knowledge to Karen and specifically regarding marketing Sharon Davidson had been very active in marketing and maintaining the Dharma Centre Facebook page.

She will be meeting with SJ, and Nick for knowledge transfer, manuals and back up files on Google Drive.

Marta. Is working with Monique to complete 2021 Income Journal.

She is doing a check of all buildings, checking volunteers: Len arrived , will be onsite until mid March, will look after property, including snow removal. Marta says he is a good presence.

Property: Marta is making a budget for basic maintenance and list of contract workers

There is a master list for all the buildings, necessary work to be done and a list of donations for this.

M & M will “put the kitchen to sleep“ clean and put perishables away , to safeguard food from mice etc..

3b. Business arising from the Minutes:

The Board went *In Camera* to discuss the dissolution of the position of Resident Teacher(s). Four points were decided on this. Christine will send them to us.

A separate set of minutes for the In Camera session will be sent out soon.

4. Financial Report : Monique

Finalizing 2021 Journal.. there are 30 accounts for the DCC. Monique is cleaning up everything to prepare for knowledge transfer.

Last bank deposit, will send keys etc..

Monique will stay on Maintenance Committee.

Financial reports were sent as attachments today.

Final Financial Report will be sent out later

Motion to Accept Financial Report

Motioned by Christine, seconded David...unanimously approved

SJ - Christine reports that SJ is very familiar with the job of part time Retreat Coordinator, because she had this position previously.

M & M will have a meeting with SJ.

(SJ has no knowledge of maintenance nor marketing)

Chris says he will be at meeting with SJ and Karen.

There is a manual for program/marketing that will be given to Karen and Robin. Christine said these should be available on Google Drive.

5. Karen gave a warm heartfelt thank you on behalf of all of us to Marion and Marta.

6. Outstanding Business

Email vote to confirm **Cheryl Gellman** as a Board Member .and Secretary

7. Mark Eisenberg was appointed to BoD

8. Letter to Teachers will be discussed and sent later.

9. Report from HRC Steven and Robin

Steven accepted position as Chair of HRC

SJ working Feb. and March @ \$25 per hour, 5 hours per week in Feb. and 10 hours per week in March.

Jane is cooking for most retreats this Spring...@ \$25 per hour

Bretton will meet with Marta. this week. Karen spoke to him and problem with emails from DC all went into Junk folder. We have a scheduled meeting with Bretton this Thursday. We should hear back from him in a day or 2.

Stephanie, as potential bookkeeper needs to be followed up on.

A letter to all the Teachers alerting them of our need for a person on property is going out tomorrow.

We are putting out the need for Stewards for Feb & March and April.

Len Robson has arrived on property and will be there until mid March.

10. Report from Fund Raising

David will email this to us.

11. Karen made a beautiful thank you speech to the outgoing Board members.

Monique responded with gratitude.

Each of the retiring Board members made a speech of gratitude.

12. Items of Next Action

HRC meeting tomorrow at 1:00 pm

13. Date of Next Meeting

Monday, March 7th, 1:00 pm

14. Closing and Sharing of the Merit. (Karen)

Commented [1]: