

Dharma Centre of Canada Board Meeting Minutes
August 8, 2022 1:00 ET Zoom Call

Present: Karen, Robin, Christine, David, Mark, Monique, Sarah

Approval of Minutes of previous meeting on July 11, 2022
Moved by Christine, seconded Robin.. Passed unanimously.

Adoption/ Confirmation of Agenda:

President's Report (Robin)

Very involved in maintenance and repairs. Made good progress with Hill House.

Very involved with HR issue. Seems to be settled down now. Simeon now has Spiritual Worker visa and contract with DCC. Need to discuss contract details with Monique. Mala and Terry's retreat is progressing well.

Waiting to hear on building permit for Len's cabin. Identifying new projects but want to finish up existing projects first.

Wants to send Furniture donor a thank you note. Discussion of process for donation receipt for furniture. Donor needs to get furniture valued. Christine to draft letter for Robin's signature.

Motion: To give Catherine Collobert a Continuing Membership to the DCC in recognition of her generosity. Moved – Christine; seconded – Mark. Passed unanimously.

Dawn and Nick resigned as DCC Board members on July 25 and July 30, respectively. Mark will get a card and write a thank you note. Karen has already responded to Nick, thanking him and inviting him to continue on Marketing committee.

Terry and Mala requested a variation to COVID policy.

Email motion to allow unvaccinated people to attend provided:

All participants do the rapid test on day of arriving.

All participants practice the 6ft social distancing practice.

All participants sign a waiver acknowledging that non vaccinated people are joining the retreat

All participants wear a mask when interacting with the staff and while in the main house.

Moved by Mark; seconded by David. Passed unanimously

Email discussion of Heather Rigby's request to come on property at end of Sai Bab retreat.

Motion to accept President's report. Moved – David; seconded -- Mark. Passed unanimously.

Treasurers Report Monique

Our bookkeeper had family emergency so no financial statements this month. Bank balance is continuing to rise. Operating fund about \$108K. At least \$18K in Uplifted Property for general renovations. About \$23K needed to finish Hill House.

Motion: To approve spending another \$24K for Hill House. Moved – David; seconded – Robin. Approved unanimously.

Attended software demo. Better functionality with retreat registration. Supposed to be able to link to Quick Books. Price was reasonable. Will be attending another tomorrow. Got information from a third but want \$2K up front. Retreat Guru too expensive even without Cadillac items.

Motion to accept Treasurer's Report. Moved – David; seconded – Robin. Passed unanimously.

Retreat Coordinator Report

Vipassana retreat in progress. Out of the kitchen, so has more time to do own work. Successful retreat depends on planning and people. 14 people in Vipassana retreat; similar number expected for Life Moves. Need to plan carefully to for Lama Lena's retreat. Server meditator doing breakfasts. Need Server meditators for Lama Lena. 14 registrations for Lama Mark; 8 for Steven Gellman; 8 for Kim Sawyer; 4 for Jack Connelly; only 1 for Lisa Cowan. Derek Rasmussen gave his spot to Jeff Kauffman. Discussion about number of paying people/retreat. Monique will follow up.

HR and Staff

Mark now chair of HR. Mark said staffing in reasonably good shape. NooN and Simeon seem to be working together well. Three people willing to come as Server Meditators to get us through to end of November. Two are experienced; waiting for references on third person. Two other people want more permanent roles. One wants to be cook; other just wants to fit in where she can. Experienced builder wants to come back and work at DCC. Another builder wants to come. Need building permits and funding in place before they can get to work.

Monique sent letter detailing NooN's progress and gave oral report of meeting with NooN. Monique will step down as Treasurer in next 3-6 months, continuing to support NooN as long as needed. Went over need for karma yogi and karma yogi duties for each job. Stressed importance of cleanliness in kitchen and dining area. Simeon and NooN need to do Ontario Food Safe Certificate or PPPH will shut us down. NooN doing well on finance. Very accurate and efficient.

David expressed thanks to Monique for her several years of service.

Renewal Report

David sent notes of Renewal Committee meeting, as revised with input from Shelane in sub-group meeting with Lama Mark. Awaiting detailed written report from Structural Engineer on Temple and Tara. On walk-around, said Temple was solid building, not a tear down. Windows ok, although front windows could be replaced with double or triple glazed windows. Will submit proposal for more detailed study. Need to tell engineer about problem of water running down back steps. No reason to tear down Tara but wouldn't spend a lot of money on it. Renewal committee may recommend new high quality teacher cabin rather than renovate Tara.

David requested board members to look at consolidated list of people to contact about donating to DCC.

Property Report

Mostly covered in President Report. Fielding inquiries about possibility of being buried at DCC. Mark suggested a Memorial Wall. Karen commented on Memorial Tree at Main house which is full. NR asked to identify spot. Space near pagoda identified.

Marketing

Sarah gave report. Have started meeting every 2 weeks. Will meet with Marketing professional and then prepare recommendations for board. Have taken out ads in Tricycle. Discussion of Noon's responsibilities for website updates, poster design. Sarah offered to advise Noon on poster design and review. Monique will inform Noon.

Next Board Meeting

Sept. 20 at 1pm ET

Meeting adjourned and we shared the merit.

