

# Meeting Minutes

Meeting Title	Shambhala Board Meeting
Date/Time Start	Aug 19, 2019 at 7:00 PM
Date/Time Stop	Aug 19, 2019 at 8:30 PM
Location	Boston center
Attendees	John Ranco, Judy Vreeland, Kate King, Mary Lang, Max Roberts-Zirker, Sarah Kimball
Apologies	Dylan Bianchi
Minutes by	John Ranco

## Topic: 1.0 - Center finances

### 1.1 -

Reviewed and discussed 2nd quarter revenue and expenses.

It was necessary to transfer \$10,800 from reserves to checking to cover payroll through 9/15. This is considered a loan to operations, with the goal of repaying it by June, 2020. This will require an additional \$1,080 of revenue each month above the \$5,560 needed from programming. Current forecast is for our programming revenue to fall far short of this \$6,600. The following plan was discussed to help make up the difference through other sources of revenue and a fundraising appeal to the community:

- Send an initial email/letter to the community explaining the situation, asking for their support, and offering suggestions for how they can help.
- Explore the possibility of increasing fall program options
- Schedule opportunities for members of the community to ask questions and gain more information about current finances and the need for support
- Identify multiple strategies for making in-person appeals
- Pursue other possibilities for rental income (we currently rent all but 2 of our parking spaces and we rent the main shrine room for yoga classes, though the yoga teacher recently reduced the frequency of those classes)

Mary and Judy will work on the initial message to the community. Sarah will serve as a reader/ editor to ensure clarity.

## Topic: 2.0 - Debrief community talk by Khandro Rinpoche

### 2.1 -

Each director that was present for the talk shared their experience; all felt it was a very positive program.

The link to the talk has been shared with the community.

## Topic: 3.0 - Scheduling work with Adam Gurvitch

### 3.1 -

Using date ranges provided by Adam, the board identified potential dates in November for Adam's workshops with the community.

Judy will contact Adam and confirm 3 dates.

Mary and Kate will work on messaging this to the community.

#### Topic: 4.0 - Revisit ED search calendar

##### 4.1 -

Moved to next month due to time constraints

#### Topic: 5.0 - Director's update

##### 5.1 -

Temporary position funded by donors has been posted but thus far no viable candidates. Directors are encouraged to share job announcement through their networks.

Ann Bruck has taken initiative and been very helpful with volunteering. Max will create a volunteer training.

Schedule for board members to check in weekly with Max:

- August - Mary
- September - Judy
- October - Kate
- November - John

#### Topic: 6.0 - Theory U

##### 6.1 -

Reviewed process team's invitation to join this free training. All seemed interested. Mary will circulate the email invitation to be sure everyone received it. Viewing a 2 hour introduction by 8/29 had been a requirement but that has since changed. It is still an option, but not a requirement.

#### Topic: 7.0 - Attracting dralas to the center

##### 7.1 -

Uplifting our environment

- General clean-up
- Decluttering Max's former office
- Conducting needed repairs
- Practice, practice, practice - provide more opportunities for group practice in the center