

Deep Spring Center

Board Meeting Minutes

December 19, 2011 at 6:30 PM Action items are underlined

Location: Deep Spring Center

Attendees: Tana Dean, Phil Kneessi, Ken Morley, Tony Rome, Thomas Slank, Sandra Villafuerte

Also attending:

Not Attending: Lisa Zucker, Barbara Brodsky.

Sharing / Brief sitting

Agenda

1. Sangha commentary (5 minutes)
2. Additional Chairs for center (all, 10 minutes)

Purchase of sample chairs w/Barbara's donation, Sandra's purchase of folding chair, Ken's report on chairs ordered

Ken purchased two chairs, a banquet and a church chair. Total invoice plus shipping is \$ 151.60. The decision is made to purchase 10 additional banquet chairs in December pending Lisa's final approval. The folding chair will be returned and the code information will be noted for future reference. Barbara has donated \$100 towards the chairs purchase.

3. Addition of seventh board member (Ken, 5 minutes)

Confirmation that Jim MacBain has accepted Board Position

Jim MacBain has accepted and will start in January. An orientation meeting will be arranged before the January meeting. Phil and Lisa to follow on this. Tom has an additional Board book to offer Jim.

4. Deep Spring Center keys

1--Discussion of whether new lock for front door is needed

2--Should creating a master list of keyholders be created?

To be discussed in January if changing the lock mechanism will be enough and

cost effective. This change will allow having a list of key holders. Tana will ask the landlord about the process to change the mechanism.

5. Treasurer's report (Tom) (15 minutes)

October 2011 actuals

Balance sheet: compared to September the negative net income is less in October due to the Silent Auction fundraising. This figure is also better compared to October 2010. These are signs of slow recovery.

November 2011 actuals

A net income of \$ -6,819 is mainly due to the insurance payment of \$ 1,690. Still this figure is better than November 2010.

Trend sheet: if the end of the year donations are as good as last years, will be close to break even for 2011. We are in a better financial situation than in 2009 and 2010

2012 budget: the only way to balance the budget is to increase revenue since expenses are as low as possible.

6. Administrative (Tana/others 15 minutes)

a. Resolution of Barbara's modem issues

1--Is it time to change Internet Service Provider?

The Board approves to reimburse Barbara every month for the basic Internet service with Comcast with a cost of \$ 30 to \$35/month. Tana will let Barbara know about this decision.

b. Update on Year-End Fundraiser

So far DSC has received \$ 6,528.29. Donations through Network for Good will be available on January 15th. Up to date DSC has received \$ 915.

c. Update on Skype access proposal

1-- Proposal for Free Conference call set up

In order to put together a detailed proposal, Anne Marie and Tana have been working on the best way to implement an audio or visual system to allow participants to join class via online. At this point more research needs to be done to have the appropriate equipment.

It has been suggested that the need for this service may be assessed by the teachers. Lisa to relay the message to the teachers.

7. Retreat committee update (Ken) (5 minutes)

Nothing to discuss

8. Teachers' corner (5 minutes) (Lisa)

Not discussed

9. Social committee report (2 minutes)

Report on White Elephant Party: about 57 attendees half of them were from DSC. Many thanks to Linda for this event which is a tradition during this Holiday.

10. Ongoing issues

a. Potential use of building fund (Ken) (10 minutes)

1-- Discuss alternative use for building fund: Tana pointed out that we have a low balance in the checking account of \$ 3,000. This reflects the need to have emergency funds.

2--Finalize list of donors to building fund in order to address about using fund for alternative use

3—Draft document to donors stating need to access funds. It has been suggested that the building fund may be used to pay the rent.

11. Other items or issues to be discussed.

Committees: Phil suggested forming a site committee to look for an alternative place to rent. The building we occupied now is for sale.

12. Calendar (10 minutes)

a. Next meetings – January 23, February 27, March 26 - all at DSC @ 6:30 PM
Meeting adjourned at 8:43 pm

Wireless at Deep Spring:

Name: DeepSpringWiFi

Password: mindful1

Respectfully submitted,