

Dzogchen Community West Coast

Board of Directors Meeting

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2748 Adeline Street, Berkeley, CA 94703

February 2, 2014

Minutes

Board Members Present: Gene Kim, Kathleen MacDougall, Ruslan Malakhowskij, Lacey Segal, Richard Taylor

Board Members Absent: Craig Fiels.

Community Members Present: Laurel Bellon, Carisa O'Kelly.

Call to order: The meeting was called to order at 2:10.

Next Gakyil Meeting: The next regular Board meeting is 3 to 4:30 Saturday March 1st.

Minutes for the Board meeting of January 12 were unanimously approved.

Officer Election: Gene Kim was nominated for President, and Kathleen was nominated for Vice President. These elections were moved by Rich, seconded by Lacey, voted on by the Board and unanimously approved. Craig Fiels was nominated for Treasurer, and Richard Taylor was nominated for Secretary. Kathleen moved these elections, Lacey seconded the motion, the Board voted the new Treasurer and Secretary elections were also unanimously approved.

Treasurer's report. Rich agreed to serve as *interim* Treasure while Craig is out of town attending to an ill family member. Rich reported that the checking account contains \$17,830.77 and the savings account contains \$2611.15 for a total of \$20,441.92 in assets.

Blue Gakyil. Three primary responsibilities: (1) Organize practices and coordinate the practice calendar. (2) Organize courses and invite visiting teachers (3) Consider the longer-term future of the Community. One of Blue's goals this year is to take advantage of the many hours when our center is not bring utilized and organize some longer weekend practices, at least once a month. Another goal is to organize an annual retreat, potentially at the mountain home of Heather & Earle.

Further blue ideas. Rus shared a number of ideas for the Community:

- Attract new members to the community using social media: Craigslist, MeetUp, Facebook.
- Share our mailing list with allied Dharma groups.
- Print & distribute informational post cards at larger events e.g., the Dalai Lama's visit.
- When we have practices/retreats, explain what benefits can come from the practice.
- Restore the tradition of collecting contact information on new members.
- Try to bring back those members who participated in previous retreats but who are no longer active in the Community.
- Create a membership database with name, contact information, whether a paid member of the Community, whether a regular donor, which retreats have been taken.
- Assign a person responsible for mailing information of upcoming events to membership database.

- Plan 3 or 4 major events per year (Fabio, Adriano, Jim Valby).
- Promote our weekly practices to the larger membership list.
- Organize weekend trips out in nature (to the ocean, or mountains) and invite the whole Community.
- Discuss with Community members their personal goals for growth in the Dharma and how the Community can help.
- Create a professional network of services provided by members for other members, with a percentage donated to Community.
- Dedicated fundraisers (Craig has some ideas on this e.g., fundraising letter goes out in the beginning of the year).
- Organize follow up practices after transmission.

Guru Tragphur. The practice next week, Sunday February 9th, is from 12-4 practice, followed by Ganapuja at 5pm.

Fabio's visit to SF: Who can coordinate -- possibly Zach? Kathleen has Zach's phone number. Rus volunteered to be the Gakyil point person. Carisa suggested taking advantage of having Fabio, Nataly and Luke (three instructors, including one of the two main instructors) all here at the same time to try to schedule a practice intensive day or half day especially for local Yantra Yogis." We still need to identify housing for Fabio and Nataly who will be assisting during the course. Lacey has yoga friends who have a studio below their house that might work. Or Joan Casey's house.

Yellow Gakyil. Primary responsibilities are to handle the finances of the Ling: One idea for improvement is to acknowledge donations as they come in, sending the formal tax letter at the time of receipt rather than at the end of the year. Rich agreed to check with Lee re: the form letter.

Red Gakyil.

- Gene will manage the monthly calendar.
- Kathleen will take over the weekly Mailchimp schedule from Dawa, and it will mirror what the monthly calendar shows.
- Laurel will continue to manage the website & monitor our email stream.
- Lacey volunteered to answer questions from the Community that come in via email
- Sean will continue to monitor our phone messages.
- Lacey volunteered to coordinate rentals of our space.

Clearing out the loft. We have a lot of items, some of which need to be kept (like the thrones) and some of which we can probably let go. Possibly under the long table we could store some of the loft items.

Media. We have two TVs and use each for different purposes, though neither has good resolution for presentations. However Craig is in the process of signing up for a website called Tech Soup that donates tech gear to non-profits. We also need the VCR for transmission days. Ideally we should get a 46 inch TV (suitable for PowerPoint presentations) but this would cost \$600 to \$700.

Actions to be reviewed at the next Board meeting:

- **Gene** will send some Guru Tragphur content to Laurel to post to our web page

- **Laurel** will post information about the Garab Dorje transmission at 7pm March 15th. Explanation will be from 5:00 - 6:30 and watching the video at 6:30
- **Laurel** will get information to Jane Marion's Buddhist distribution list re: Guru Rinpoche Ganapuja a few days before the Dalai Lama visit.
- **Laurel & Kathleen** will lead an update of our mailing list. Dawa can export the data.
- **Kathleen** will check with Logan re: March 1st rental (Bill McCord's meditation group?) and get the key back if they are no longer using our space.
- **Rus** needs Laurel's help to get in touch with Tana re: creating a flier for upcoming transmission.
- **Rich** will contact Margherita re: IRS change of address -- we promised TW that we would do a change of address of non-profit federal record. Why is it under Amy's address?
- **Rich** will reach out to Margherita re: getting 10 minutes on our next agenda.
- **Rich** check with Lee re: the donation form letter.
- **Rich** will follow up with Tsegylgar East re: Kathy McGrane's documents naming the Dzogchen Community as beneficiaries to a percentage of a Vanguard account upon her death
- **Red Gakyil** will schedule a Ling clean up Sunday Feb 23rd, 3-5pm, before Losar Eve, Saturday March 1st. Perhaps we can lure people with some food and a movie night.
- **Yellow Gakyil** will make an investment recommendation re: our long-term savings account.
- **Yellow Gakyil** will work with Tsegylgar West to set up a non-profit to manage the assets donated by Peter Baumann (down in LA). Rich will speak with Carol Fields about the situation.
- **Each Gakyil** please meet before our next Board meeting, so when we meet all together our time is efficiently spent with updates rather than detailed discussions.
- **Rich** will copy Laurel & Carisa on minutes.

Adjournment: There being no further business, the group dedicated merits and adjourned.

BOARD CERTIFICATION

I, _____, _____ of the Dzogchen Community West Coast
 (Name of Director) (Office held)

do hereby certify that the foregoing is a true and correct copy of the Minutes of the Board of Directors Meeting held on Feb 2, 2014, as approved by the Board members in attendance at the meeting.

 Signature

 Date