
Portland Friends of the Dhamma Fourth Quarter Board Meeting

November 5th, 2015

Portland Dhamma Center, 1404 SE 25th Ave, Portland

Directors Present: Charla Chamberlain (Chair), Sakula (Spiritual Director), Rachel Telesmanick (Treasurer), Kristen Saxton

Board Officers: Tena Hoke (Secretary), Greg Satir (President Emeritus)

Also present: Ric Way

The meeting convened at 6:40 following a short meditation led by Charla.

The agenda was approved.

The minutes of the previous meetings, held October 8th and September 17th, were approved with the caveat that the year in the October minutes be changed from 2054 to 2015.

Compensation Committee report. Greg reported on progress by the Compensation Committee. The focus of this year's committee will be on developing ways to provide better organizational support of the Spiritual Director, and to enhance accountability between the community and the SD. The SD stepped out of the meeting and Greg took feedback from the Board. The SD then returned to the meeting.

Integrating families into our community. Sakula noted that the Families Working Group has successfully launched the Children's Program, and is now ready to move on to further integrating families into the community by providing them a space that visually acknowledges their presence. The space Sakula is looking at redesigning is downstairs, opposite the library. In an effort to maintain a sense of refuge when considering how to redesign the space the Board participated in an exercise to characterize the ways in which our building feels like a refuge. Sakula will take the results of that exercise back to the Families Working Group.

Potential new rental space. Sakula reported that Rinzen is interested in renting the book room for \$50 to \$100 per month, depending on whether he can "own" the arrangement of the room or not.

The following resolution was passed by consensus:

Be it Resolved: That the Board approve rental of the book room as an interview room, and that Sakula is authorized to negotiate the terms of the rental. Sakula will report back to the Board on the terms of the rental and the disposition of the books.

There was a break, followed by a group exercise.

Financial Planning. Rachel presented the actual financial performance through 10/31/15 vs. the 2015 budget. As of 10/31 we have received 75.9% of what we budgeted to receive for the year, and have spent 79.9% of what we expected to spend. We are 83% of the way through the year.

Rachel prepared a first draft of the 2016 Budget and reviewed it with the Board. Tentatively she estimated expected income for next year of about \$76,000, and expenses of about \$75,000. The Board offered input on the budget, and Rachel will take that input along with more information from teams and committees to bring a budget proposal to the December Finance Committee meeting.

Tabled Items. The following issues remain tabled.

1. Develop a simple system for the Spiritual Director and Board Chair to track SD time off.
2. Determine the parsonage allowance for the SD.
3. Determine whether the Spiritual Director should be a contractor or employee.
4. Develop a method for tracking non-cash donations (e.g. someone buys a plane ticket for a monastic to visit or donates cleaning supplies for the building).
5. What bylaws need changing to clarify the role of President/Board Chair?

Upcoming meeting dates:

- Thu, Dec 3 – Finance Committee meeting for approving 2016 budget
- Fri-Sat, Feb 26-27, 2016 – Board Strategic Planning Retreat
- March tbd, 2016 – Q1 2016 Board Meeting

The meeting was adjourned.
