

Portland Friends of the Dhamma

Board Meeting

June 15, 2016

Portland Dhamma Center, 1404 SE 25th Ave, Portland

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

Officers Present: Greg Satir (President Emeritus)

Others Present: Bonnie Wilson (Treasury Team), Alistair Williamson (Finance Committee), Stephanie Allderdice

Quorum is reached.

Minutes taken by: Stephanie Allderdice

The meeting convened at 6:45 following a short meditation

Agenda was reviewed and approved.

Kristen moved to approve minutes from June 1 meeting with amendments. Sakula seconded. Approved.

Spiritual Directors Report: Presented by Sakula

Sakula spent a week at Abhayagiri for their 20th anniversary. She spoke with Joseph Kappel about our Upasika trainings; he expressed an interest in starting an Upasika training at Temple Forest Monastery. He also expressed interest in connecting with PFoD's Upasika trainings around the five precepts. Sakula invited Joseph to come and teach or work in conjunction with PFoD's Upasika program in some way. Luang Por Pasanno expressed an interest to Sakula around his attempting to stream their Upasika afternoons for PFoD Upasika's to watch.

While at the anniversary, Luang Por Pasanno gifted a large painted portrait of Luang Por Chah to the PFoD community for Sakula to return to Portland with. The portrait temporarily hangs in Sakula's office until it can be framed and a location for hanging it is determined.

Director Elections: Presented by Alistair

Sakula is exempt from term limits under the PFoD by-laws. She is still subject to election every two years, like every other Board member.

Voting today: Sakula, Charla, Kristen

Alistair reviewed the two duties of a Director. They are:

Duty of Loyalty: I will put the interests of the organization above my own. If I feel that there is a conflict, I will notify the Board.

Duty of Care: I will deliberate for myself on substantial issues. I will not defer my deliberation to another.

Mission statement was read.

Charla stood for her second Director term: unanimous vote to re-elect.

Sakula stood for Director re-election: unanimous vote to re-election.

Stephanie stood for first Director term: unanimous vote to elect.

Greg stood for first Director term after one year hiatus: unanimous vote to elect.

Action Item: Discuss and develop by-law amendment to describe Spiritual Director position as ex-officio member of the Board. THIS PROPOSAL NEEDS TO BE ASSIGNED TO OFFICIALLY BECOME AN ACTION ITEM.

Deferring Officer Elections One Month: Presented by Charla, Greg facilitating

There are no standing commitments for chair and vice-chair. Currently the only officer position filled is secretary. Tena has expressed to Greg a willingness to hold secretary position for one more year (if someone wanted to step into the role she would be willing to step aside).

The next Board meeting is scheduled for July 13th. No governance reason not to defer elections for one month.

Proposed: Officer elections will be held at the July meeting.

No clarifying questions asked, no concerns expressed by voting directors. Proposal passed.

Action Item: Greg and Charla will craft and send out an email to the Board email group explaining vacancies and asking for willingness to express interest in the positions. The information collected from this email will be shared with the Board via email.

Budget Review and Changes: Presented by Greg, Facilitated by Kristen

Greg presented a draft rebudget through the end of 2016. On the expense side, the draft had changes based on new and more accurate information. On the income side, the draft

- Added \$1000 to weekly dana in the bowl, which has been much higher than estimated)
- Cut in half the income categories that have not yet been developed (events, dana list and block rentals) as a quick "hypothesis" about where these are headed by the end of the year.

The result of this draft rebudget is a net income for 2016 of \$2,268.

See attached financial statements

Working hypothesis: Because there have been no fund raising efforts put forth as of yet this year, we should cut our fund raising event budget by half. The Board agrees that we will use Greg's numbers (on the financial statements) as an interim working hypothesis, to be formalized at the July meeting.

New budget items: Greg's proposed re-budget results in a net income of \$2,268

The Board modified the draft re-budget a bit and then agreed to use it as a guide to decision making at this meeting, with the final approval of the re-budget coming at the July meeting.

Proposed: we transfer \$2000 into loan buffer fund/restricted fund and add \$500 to the maintenance fund for new stove and hook-up. Proposal was passed by consensus.

The Board then considered the SD salary in light of the current positive finances. It was noted that (based on hours per year) the Board has been asking the SD to work 60% time and only paying 50% time. This has been the case since the first compensation review in December 2014. The Board considered if, now that the organization is more established, the salary could in fact match the hours for this year.

Proposed: to increase the Spiritual Director's salary to \$39,890 effective January, 2016. The method of back pay to be agreed upon between Sakula and Bonnie. Sakula and Alistair stepped out of the room for the final discussion and voting due to conflict of interest; proposal was passed by consensus.

Meeting adjourned at 9:45 after a five minute meditation.

SUMMARY OF ACTION ITEMS

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Action Item: Greg and Charla will craft and send out an email to the Board email group explaining vacancies and asking for willingness to express interest in the positions. The information collected from this email will be shared with the Board via email.