
Portland Friends of the Dhamma Q3 Board Meeting

September 14, 2016

Portland Dhamma Center, 1404 SE 25th Ave, Portland

Directors Present: Greg Satir (Chair), Charla Chamberlain, Kristen Saxton, Sakula (Spiritual Director), Stephanie Allderdice

Officers Present: Tena Hoke (Secretary), Bonnie Wilson (Treasurer), Alistair Williamson (Vice Chair)

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

The Secretary stated that, a quorum of Directors being present (4 of 5), the meeting could transact business. A couple minutes later Sakula arrived, and so all Directors were present.

There was no new business, and the agenda was approved.

Minutes Approval. The minutes from the previous meeting held on July 13, 2016 were approved with one change (change \$4500 to \$4900 in the paragraph on “rebudgeting review – expenses”).

Auction Fundraiser Report. Kristen reported progress on the auction to be held Oct 12-26.

Action Item Stephanie & Sakula: make a flyer to publicize the auction.

Action Item Stephanie: announce the auction at the Friday (16th) Dhamma talk.

Building Committee Report. Kristen reported on past and upcoming work done by the building committee.

Action Item Alistair: finish hooking up the stove.

Action Item Greg: get rid of the old stove for \$60 OBO (no timeline), and put the furniture on the corner on freecycle or any other site that will have it gone before Friday evening.

Action Item Kristen: schedule an October work party.

Action Item Greg & Kristen: create a punchlist for finalizing the downstairs remodel.

Spiritual Director Report. In addition to the information in her written report, Sakula announced that she has a good lead on a group to replace Samden Ling’s Tuesday evening rental slot when their lease expires.

Finances Report. Bonnie reported that we are doing a good job of tracking against our rebudgeted targets for 2016.

Annual Review - Recap. Greg reviewed the results of our completed organizational/SD review.

Treasurer Election. Bonnie Wilson stood for the position of Treasurer. After describing her intention to develop a bookkeeping team to support her work, she withdrew to allow further discussion of her candidacy. She was elected unanimously. She will serve a partial term from now until the next round of officer elections. She will be an officer of PFOD, but not a Board member.

Planning Activity I – Brainstorming Tasks. Greg described the need for the Board to decide what to focus on in 2017 and to develop a calendar. In a brainstorming activity, everybody listed tasks that fall under 8 broad areas of nonprofit board responsibility.

There was a 10-minute break.

Planning Activity II – Discussing Tasks. Following discussion of the tasks, everybody put dots by the tasks they considered most important. Four broad areas of focus emerged: developing board structures, fundraising, promoting volunteering & showing financial transparency, and long-term planning.

Calendaring. The following timeline was adopted by consensus:

Sept & Oct – planning

Nov – budgeting expenses and SD compensation

Dec – budgeting income

Jan – final budget approval for 2017

Community Meeting Preparation. Sunday December 11th was agreed as the date for the community meeting, with the time to be determined. Charla agreed to take the lead in organizing the meeting.

Action Item Charla: write up proposed goals for the community meeting and email to the board within two weeks.

Action Item Sakula: post the PFOD vision where it can easily be seen.

The meeting was adjourned at 9:35pm.
