

**Portland Friends of the Dhamma**  
**Board Meeting Minutes**  
January 17, 2019  
At 6:37pm  
Location: Stephanie Alderice's house

**Directors Present:** Sakula (Spiritual Director), Greg Satir (Board Chair), Stephanie Alderice, Charla Chamberlain, Kristen Saxton, Chad Lublin

**Officers Present:** Alistair Williamson (Vice Chair), Bonnie Wilson (Treasurer), Christine Ye (Secretary)

**Reports:**

Sakula started the meeting with a brief meditation. Greg outlined duties of "Stack Keeper" to facilitate a smooth meeting and the Board agreed to have him perform the role.

Spiritual Director Report:

Jessica Swanson has transitioned to lead teacher for the Upasika Program and will continue this role until the end of the year at which point there will be a reassessment. Sakula will proceed with her internal review, revisiting feedback and sending out more questions for input before February 1st.

Ayya Santacitta is confirmed for a Saturday daylong and Sunday Sila in the middle of June 2019. Sakula is working on bringing in 2-3 women teachers this year. So far Ayya Santacitta and Debbie Stamp are confirmed.

Ajahn Sudanto will add Sunday Sila to his offerings in April (Easter Sunday), June, August and November 2019

Treasurer's Report:

Provided by Bonnie: The General Fund Balance for the 2018 Budget on 12/31/18 was \$12,006, down from the projected balance of \$23,000. The Board was aware of the following earlier reductions totaling \$7000: Postponement of the previously scheduled Auction \$3,000, Additional Board Retreat expenses \$1,400, and lost rent (due to water intrusion) which totalled \$2,600 (4 months) after 2 months rent was charged to the Capital Fund. The remaining \$4,000 negative variance was due to decrease in income in the following areas: \$2,000 from visiting teacher income, \$3,000 from major donations, \$1,000 from miscellaneous sources.

Fundraising Report:

Provided by Greg: Revenues from traditional sources generated by visiting teacher programs decreased but was offset by an increase of \$20,00 from directed income. The Adhoc Fundraising Planning Committee, Chaired by Greg (comprised of Alistair Williamson, Joselyn White, Margaret Shilling, Tena Hoke) will create a fundraising plan for next year to present to the Board.

**Business:**

Alistair summarized the process from last Board meeting solidifying Goals to create a Three-year

Action Plan, resulting in 3 goals. Groups were assigned to each goal to create description of goal, measures of success, ways to accomplish goal, potential obstacles to attaining goal and a quote from a sutta to show goal's connection to Buddha's teaching.

Goal #1: Presented by Chad and Bonnie, needed no further revisions and will be submitted as is.

Goal #2: Presented by Kristen and Charla. After discussion, changes to the goal will be made focusing on overall goals of community cohesiveness, welcoming and mutual assistance and will leave out specific events. Changes will be sent to Greg by Feb 14th for incorporation into the Plan.

Goal #3: After Board discussion, Sakula will make slight changes to Goal #3 where upon she will submit it to Greg by Feb 14th for incorporation into the Plan.

**Motion to Approve** increase Sakula's salary by 5.6% to reflect a 2% raise and 3.6% cost of living increase effective January 1, 2019, subject to Board review at March Board meeting to discuss restructuring of annual Budget to reflect this increase by adjusting funding in other areas. Motion was approved. Sakula and Alistair abstained.

**Motion to Approve** Sept 6, 2018 Board Minutes. Motion Unanimously approved with the following action items carried over to next Board meeting:

**Action item** Alistair will have Director nomination process ready for March Board meeting.

**Action item** Sakula Send out a copy of revised Mission Statement to the Board so it can be ratified at February Board meeting.

**Action item** Sakula: Send the Board follow up questions, secondary phase of SD review by February 1, 2019.

Meeting Adjourned at 9:15 pm.