

KCC Board Meeting Minutes

for 9/15/2002 (draft)

The Board met from 3 to about 6:30 pm at KCC

Present: Board members: Lydia Maddux, Steve Parker, Jeff Alworth, Ephraim Miller, Roger Edwards, Julia King Tamang (facilitator), Peter Wood (recorder). Guest: Eric Triebelhorn attended near the end of the meeting for the Riparian Project topic.

1. we reviewed the Working Agreements made at the Board Retreat. Agreed that we want to briefly review them each meeting to refresh our memories of them. One we'd like to move forward with --

ED-Board Liaison - we invite the ED to suggest someone at her convenience.

Jeff to send e-mail to Carol.

2. we reviewed the "high priority" 2002 Board Goals. It was a very fruitful discussion.

a. It led to the view that it is useful to periodically review the goals and how well (or not) we are meeting them.

b. We recognized that we need to move forward on discussing the Board & ED position and how it will be changing. We scheduled the first in a series of meetings for 3pm on 10/26 at Julia's. This will be board only. Later meetings to include the ED. We will solicit pre meeting input from the ED.

c. Discussed the goal of board members to help the CCLC with the capital campaign individually.

We expect that the CCLC may ask for our help at some point in talking with donors, etc.

Could see that we could add a third sub goal - to promote the capital campaign to sangha members as we meet them and the topic comes up .

Some felt a need for more info to be up to speed on the Capital Campaign. This led to:

Action: Jeff will send Roger an email, and Roger will send an email to poll the board as to what info they want.

3. Secretary election. Note that that this person is NOT responsible for taking notes at board meetings and distributing them, but just to see that our legal obligations to the state are fulfilled. Roger has been filling this job temporarily. Peter Wood volunteered and expressed interest in also looking into ways to create a web repository for many documents. We will look to recruit volunteer(s) to do the minutes recording, but until then we will continue to rotate the recording task among board members.

Action: Resolution: Peter Wood become KCC secretary - unanimous

Action: Julia to send out an email saying that we are looking for volunteers to be recorder for board meetings.

4. Update on Sangha meeting plans. Steve expressed appreciation for all the volunteer work that is going into preparing for the meeting. The Science Fair model will be used again. Each committee will have a display, the board as well. Kathleen Benz will facilitate. All board

members will be present except for Ephraim and Peter who will be out of town.

5. Communications at KCC - there was discussion of how to approach the issues of communications at KCC, such as to what degree we have/want/need an integrated look and feel in our external communications and how to keep internal communications clear and working well. It surfaced the continuing need for a Communications Director to coordinate much of this, and the Board's role in helping Carol fill

it. Jeff will check with Carol on how this is coming. This topic will

probably also come up at the October discussion (see 2b above).

6. Riparian Project - a lively discussion was held on the project. There was strong support for the project, and some concern that we make efforts to be sure that the timing of the cash flow and volunteer energy needs do not conflict with moving forward on retreat building.

Action: the Riparian Project was approved unanimously and we authorized spending up to \$10,000 from the current Capital Campaign money to be made available for the Project.

7. Finance committee wants to add a new member. This requires board approval.

Action: Bruce Abrahamson, a CPA, was appointed to the Finance Committee.

Bin for future discussion:

some felt it would be valuable to develop policy guidelines for how proposals get brought to the board in order to reduce stress and time pressure issues. The policy could include things like: lead time required, document format, budgets needed, etc.