

	KCC BOARD OF DIRECTORS MEETING MINUTES - February 26, 2017 Meeting called to order at 1:30 p.m.; Meeting Adjourned at 4:35 p.m.	Page 1
TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOWUP
<u>Attendance</u>	Pat Parker, Sandy Pollock, Linda Besant, Tim Campbell, John Jennings, Also present: Peter Frothingham, Linda Grove, Phil Wallin, Cynthia Huntington & Bruce Kaplan A quorum was present	Next Meeting March 19, 2017 1:30 p.m.
<u>Approval of Minutes of January 15th meeting</u>		Minutes approved on line February 15, 2017
<u>Neon access & update</u>	Linda G. expressed her appreciation for having the Project Management Coordinator position. She reported that more of the information from CIVI is getting put into Neon. The Neon integration group is working out how to link Neon and the web page for events and other information. It is hoped that donor letters can come from Neon by the end of the year. The group is meeting tomorrow. Bruce expressed concern that someone unfamiliar with KCC might be turned off by the process of registering for an event.. Cynthia suggested that a link directly to Neon be included in announcements.	Linda G will assure that announcements include a link to Neon
<u>Development Report</u>	Phil passed out his development report. He will be meeting with Peter W and Linda B to learn more about how development can use Neon. Phil gave tentative dates for the fund raising events in 2017. The Sit for Mindfulness is tentatively set for June 17, 18. The 40 th anniversary event will be fund-raising for the new urban center. It is scheduled for October 21. <ul style="list-style-type: none"> ● Phil recognized that fund raising needs to be for the general fund as well as for the new urban center. ● Bruce asked whether it might be a good idea to approach the Cully Neighborhood Assn. for money to help with landscaping or some other project at the new urban center. He reminded the Board that a sign will go up at the new urban center to tell the neighborhood what is happening there. ● Phil reported that if \$300,000 is the amount needed for all that is wanted for the new urban center, there is about \$100,000 additional capital needed. Phil shared the ways in which he believes this amount will be raised.. 	Explore using learning Tibetan as a fund raiser. <ul style="list-style-type: none"> ● The Development Committee will meet March 19.
<u>2017 budget approval</u>	Board members asked questions about different line items in the budget. There have been changes in the expenses from the previous version of the budget. Linda B. explained clarifications in the names of different kinds of classes and events: classes occur at KCC; retreats happen away from KCC; events are gatherings such as when someone comes to KCC to do a teaching. <ul style="list-style-type: none"> ● Linda B. expressed concern that furnishings for the new urban center are not in either the general fund budget or the new urban center budget. ● After extensive discussion, the Board was reassured that there are sufficient funds to continue to move forward with the new urban center. 	The Board approved the 2107 budget as presented. <ul style="list-style-type: none"> ● Linda will send a copy of the detailed budget to Dora for the program council.
<u>Policies, authorities for Project Mgmt Coordinator</u>	Linda B suggests that Linda G be authorized to bring recommendations to the Board for consideration and approval. To solve the issue of not having a check signer available Sandy recommends that credit cards be issued to John and Linda G.	Sandy will get credit cards to John and Linda G.

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<u>New Urban Center report, approval authority</u>	<p>John presented the new urban center budget that had been distributed by mail. He explained the line items in the budget. John pointed out that many of the expenses are estimates and completion depends on labor and the granting of permits. The figure for an elevator is really unknown. There was considerable discussion about the pros and cons of an elevator, its design and location. Bruce mentioned the value of having a ramp even if an elevator is put in.</p> <ul style="list-style-type: none"> ● There was discussion about the AV system. The bid is for a system that would provide sound downstairs, in the shrine room and upstairs. There would be a set of 4 headsets for anyone hard of hearing. ● The board added a line item for furnishings and office electronics. 	The Board approved up to \$200,000 for phase 1 at the new urban center.
<u>Board members needed</u>	The Board is looking for additional members due to the pending resignation of a board member. Contact Tim or Linda if interested.	
		adjourned @ 4:35

Respectfully submitted:



Scribe