

KCC BOARD OF DIRECTORS MEETING MINUTES - July 23, 2017

Meeting called to order at 1:00 p.m.; Meeting Adjourned at 3:45 p.m.

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOWUP
<u>Attendance</u>	Pat Parker, Sandy Pollock, Linda Besant, Tim Campbell, John Jennings, Peter Frothingham, Cynthia Huntington, Bruce Kaplan, Susan Giese, Linda Grove, Cynthia Irving. A quorum was present	Also present: Next Meeting August 20, 2017 1:30 p.m.
<u>Approval of Minutes of June 16th meeting</u>		Minutes approved on line July 12, 2017
<u>Executive Session</u>	The Board entered executive session at 1:10 p.m. Ended 2:00	
<u>New Urban Center update</u>	<p>John Jennings gave a status report on progress at Skidmore. Construction on the main and upper floors is 90% complete and the basement is about 60% complete. The hope was to get a final inspection for the upstairs but because the plumbing, electrical and plumbing are associated with that area and are yet to be completed, the final inspection will likely have to be for all parts of the building at once. That is several months out. Heating and ventilation systems are the biggest hold up right now. The project has also come to a point where an infusion of new funding is needed or additional use of General Funds are needed.</p> <ul style="list-style-type: none"> • John said the amount spent through July 15 is \$255,294. At the same time the revised estimated budget for Phase 1 has grown to \$300,060 due to additional work previously planned for Phase 2 and more extensive electrical work, and higher contractor prices than originally estimated. As a result, about \$44,766 is still expected to be spent on remaining work and materials, and it will likely be higher than that but will be offset some by expected utility incentives and equipment discounts of about \$4,000. Leaving a need of \$40,766. • Fund balance. The NUC fund has been drained and was temporarily refilled by the General Fund backed by two construction loans totaling \$70,000. These loans will be paid back by proceeds of the sale of Monroe dedicated to the NUC fund. As of June 30, the KCC Fund Balance report showed a NUC fund balance of \$ -61,531. This includes donations through June but no proceeds from the sale of Monroe nor does it include the construction loans (which went into the General Fund). Adding new expenditures through July 15 of \$27,510 leaves a total NUC Fund balance of \$ -89,041. This then is added to the \$40,766 needed for on-going construction, leaving a total deficit of \$ -129,807. However, we add back an expected \$6,000 from the sale of Monroe and \$10,000 of planned donations from the NUC committee members and a budget cut of \$5,000 achieved through delaying work and other budget cutting, leaving a projected cash need of \$108,807 to complete Phase 1 to achieve functionality and final inspection. 	
<u>Leadership Retreat</u>	Regarding the proposed topics for leadership training events, Linda B reported that sangha members have requested a training about how to lead effective meetings, and how to be a good meeting participant.	

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<u>Development report</u>	<p>Linda B reported on plans for the August 5th “Grand Celebration” for our new building. Plans are for a Dharma Sale and Bake Sale inside, on the main floor, that will also include jewelry, malas, etc, donated by Tara Sullivan and Mary Wood; building tours; the Sit for Mindfulness in the tent outside; and fun Children’s Activities under canopies behind the building. It is an open house for our new neighbors in the Cully area, and we’ve invited all the other sanghas from around Portland. All board members were asked to volunteer for the event, and verify with Linda the shift and task they prefer.</p> <ul style="list-style-type: none"> • Not many people have signed up so far for the “Path of Totality” eclipse event. Linda B and Linda G will check with the Hartsocks about expanding outreach to KCC’s Announce list and on KCC’s Facebook page. 	
<u>Committee Reports</u>	<p>The move from Monroe to Skidmore went smoothly, with lots of volunteer help with packing in the months prior to the move, during the move, and following the move.</p> <ul style="list-style-type: none"> • Then all committees were focused on preparing for the Khenpo Rinpoche event, which went without a glitch...except there were too many momos left over! • The task of creating committees to fulfill all duties at Skidmore for maintenance and cleaning were put on the back burner because of all the activity around the above events. Linda G is currently working with individuals to clean and find out what the needs are. Then the recruitment and coordination of duties can begin. So far it seems that someone always steps up when there is something that needs to be done, so she doesn’t feel in a hurry to figure everything out all at once. Linda G is open to new ways of thinking about how roles in the sangha might unfold. 	
<u>Finance report</u>	<p>Sandy reported that there is \$76,889 in the general fund. The \$140,000 bridge loan has come back to KCC. The past month KCC has received \$5900 in contributions. The 3 yr retreat is being subsidized nearly \$4000 a month. Sandy cautioned that there will be maintenance expenses at SCOL and continuing staff expense.</p> <ul style="list-style-type: none"> • Referring to the report "KCC June 2017 Profit and Loss, Actual vs Budget year to date," Linda B observed that the General Fund actual revenue is beginning to fall behind budgeted revenue, and cautioned that we need to pay close attention, and to monitor expenses carefully. The revenue from the opening event is not going to meet expectations. 	
<u>Board Recruitment</u>	Tim has contacted a couple of people about Board service and has received responses of interest.	
		adjourned @ 3:45 p.m.

Respectfully submitted:



Scribe

