

KCC BOARD OF DIRECTORS MEETING MINUTES - November 19, 2017

Meeting called to order at 1:30 p.m.; Meeting Adjourned at 4:40 p.m.

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TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOWUP
<u>Attendance</u>	Pat Parker, Sandy Pollock, Linda Besant, Tim Campbell, John Jennings, Cynthia Huntington Also present: Peter Frothingham, Linda Grove, Bruce Kaplan, Phil Wallin, Adele Hilsen, Lama Michael A quorum was present	Next Meeting December 17, 2017 1:30 p.m.
<u>Approval of Minutes of June 18th meeting</u>	Due to an oversight the minutes of the regular meeting in June 2017 were never approved.	The Board approved these minutes
<u>Approval of Minutes of June 19th meeting</u>	The Board met by e-mail on this date to approve a resolution to change KCC's bank and change Sandy Pollock's title. Due to an oversight those minutes were never approved.	The Board approved these minutes
<u>Approval of Minutes of October 15th meeting</u>		Minutes approved on line November 17, 2017
<u>Election of New Board Member</u>	Tim announced that Cynthia had accepted his invitation to join the Board	Cynthia Huntington was elected as a member of the Board without dissent
<u>KCC leave a legacy list</u>	<p>Adele informed the Board that there is a Legacy list and reminded it of the new actions being taken with regard to updating and expanding the list. The Legacy list is a list of people who have included KCC in their estate plans. Linda Grove, Linda Besant, Phil Wallin, Adele Hilsen, and Peter Frothingham are the people now working on this. The Legacy list will be presented in various ways in the months ahead. In the past there have been several workshops with professionals about processes for making KCC a beneficiary. Lama Michael has requested that contributors be named. However, by request a contributor may request anonymity. Phil remarked that it is selfless for someone to give up their privacy to be listed as an example for others. Cynthia said that it is not known who to ask to find out KCC's financial health. Adele responded that the chief financial officer is the person to ask. At this time that person is Sandy Pollock.</p> <ul style="list-style-type: none"> ● Phil spoke enthusiastically about Stephen Eberlein from the Red Cross who has been and is being very helpful. 	
<u>Committee Reports</u>	<p>Phil reported that the challenge gift is getting slow response. The traditional year-end letter from Lama Michael will express his gratitude for the generosity the sangha has shown this year rather than ask directly for contributions.</p> <ul style="list-style-type: none"> ● Linda G reported that in the larger space of our new urban center the omzes now require assistance to prepare for puja. Two additional people will be used in helping roles. ● Willa Rabinovitch has agreed to be volunteer coordinator. ● At this time nothing extensive will be done with the website. Margaret, Peter W, and Luisa have agreed to help with IT related projects, but there is currently no Information Technology Committee. 	

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<u>Samden Ling Request to rent KCC space</u>	This community is asking about renting the sanctuary in January or February. The request generated extensive discussion about the need for clear policies about renting the meditation hall and the lower level. Consideration needs to be given to practical details and potential conflicts with KCC's own needs. KCC is not ready to rent until construction is much further along and rental policies and procedures have been established. Linda B suggested that the Insight Meditation Center be asked for its process. Cynthia presented various considerations and potential conflicts. Tim asked whether the income would be worth the bother.	The consensus of the Board was that KCC is not ready at this time, but is open to hearing proposals. Linda G will ask Portland Insight Meditation Center and Heart of Wisdom to share their rental policies.
<u>Finance Report</u>	Sandy reported that unrestricted funds has increased nearly \$30,000. The NUC fund has also increased. Once three-year retreat has finished there will be staff salaries that will no longer be covered by the fees for the three year retreat. <ul style="list-style-type: none"> ● Sandy reported that KCC is not yet in any kind of a financial bind to complete necessary items at the NUC and SCOL. ● Linda B said that the year-end letter from Lama Michael is a gratitude letter without any ask. It is hoped that some people will contribute anyway. ● In December the Development Committee will evaluate progress Over the Top Challenge decide what actions to take to achieve completion by the end of the year. 	The Development Committee will take action in December to complete the Over the Top Challenge.
<u>NUC report</u>	The sheet metal company is here Tuesdays and Thursdays and relatively little needs to be completed. Connections need to be made between various components of the system. It has been a challenge to get the especially skilled plumber on site to connect the radiant heating system. The electrical permit has had some glitches which have now all been resolved but the final signature from the city is needed. <ul style="list-style-type: none"> ● In the lower level the floor will be sealed and painted. It will have area rugs. It will be quicker and less expensive than the carpet that had been considered. When the electrical permit is granted, all of the building electrical can be approved and then the walls can be completed in the lower level and painted. ● John believes that there will be a space for the children's program after the holidays. 	Complete all mechanical system connections. Complete installation of all building electrical. Complete lower level walls etc. Install kitchen and bathroom fixtures

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<u>Annual Sangha meeting/Losar Celebration</u>	Cynthia suggested February 16-18, the time of Losar, for an event that would include the annual meeting, a moving meditation class, and presentations from our teachers. Cynthia agreed to chair the event on February 17 th with support from Linda G and Linda B.	No definitive action was taken
Lama Michael	Lama Michael reported that there are ongoing questions as to the date of the end of the retreat. <ul style="list-style-type: none">• This is the first Shangpa three-year retreat in the west	
		adjourned @ 4:40



Respectfully submitted:

Scribe