

Deep Spring Center

Board of Directors Meeting

MARCH 21, 2021 / 8:00 PM EST / ZOOM

Attendees

Roann Altman, Tavis Taylor, Barbara Brodsky, Patricia Polanski, Colette Simone, Julian Dean, Isabelle Mook-Jodouin, Tana Dean

Board Membership

A few people have come forward with interest in joining the Board. Will explore further.

Gap: need people with fundraising skills, marketing skills and social media skills.

President's Report

- A. Refer to Ongoing Issues in google drive on a regular basis
- B. Action item list from last meeting(s) or for future meetings ~~known to be completed~~
 - 1. Aaron asked the Board members to do positive manifestation visualization exercise on a daily basis.
 - 2. Tavis to collect information on cost of recording audio books: David Bell willing to help, has done some test recordings that Tavis will review.
 - 3. Board members to put their skill sets into the Google Drive document.
 - 4. Room for 2 more board members, 9 max including Barbara (non-voting).
 - 5. Barbara to determine which son will take over DSC property in the event of DSC dissolution.
 - 6. Board members to send any website additions to web design team as they reorganize the site.
 - 7. Isabelle to start brainstorming an approach to invite community participation.
 - 8. Zoom team to create an outline of the host's responsibilities, how Q&A works, and other helpful tips and put on Google Drive. Making good progress on compiling the process for each event. Inviting more volunteers to join the team. Tana responsible for identifying events needing a Zoom host, and reaching out to Zoom team.
 - 9. Blurbs for website: need short descriptive blurbs for Yeshua and the Mother, and potentially Father John, and one about the Brothers and Sisters of Light in general. Colette to draft a short blurb for Yeshua and send to Barbara for approval. Colette to work with Barbara on the others.
 - 10. Blog statement still being drafted.
 - 11. Henry working on getting Kindle account sorted so 47 stories of Jesus and other books can be uploaded to Amazon.
 - 12. Julian, Tavis and Tana discussing having a budget for the calendar year to match the reporting for taxes.
 - 13. Colette to be added to the new DSC site, wording to be determined. Colette to draft statement and send to Roann for editing.
 - 14. ~~Tana to change donation wording for Sunday and Tuesday online meditations to be "donations are always appreciated".~~
 - 15. Isabelle to connect with Leslie re: cron for daily Aaron quote to show up on the website.
 - 16. Tana to send the cover images for Cosmic Healing and Aaron/Qu'o Dialogues to Henry.

Publishing projects being addressed. See google drive *to dos* file, in *task list* folder

Cosmic Healing almost completed in Portuguese, needs new edited forward and afterward.

Subtitle for Cosmic Healing will be simply *A Spiritual Journey*, also need to add Deep Spring Press to inside cover page. Henry to edit cover.

New preface and afterword still need to be added to English.

PKF still outstanding in Portuguese.

Henry is working on having complete access to BB Kindle account to progress with uploading books.

C. What is a DSC event? If the event is a DSC event, DSC needs to be included in the donation request.

An event that requires DSC resources:

- either Tana's time (other than sending out an email)
- Barbara's or Colette's Mediumship
- other DSC resources that DSC pays for, i.e. Zoom accounts.

If an event is managed entirely by volunteers/Barbara and not using DSC resources, it is not a DSC event.

D. Policies and Procedures

As DSC is growing, need clear policies and procedures for what we do and how.

Each team leader to write down how their team operates and steps to accomplish goals, and send to Isabelle before the April meeting.

Team leaders to list any potential issues and develop solutions.

Tana and Julian to work together on policies and procedures from the Manager's perspective.

These will all be reviewed and edited at the April meeting.

Examples: adding items to website; access to and using MC to send out emails; what defines a DSC event and how is an event handled; what do we do with videos, audios and transcripts.

Teams

Tana has completed a file of teams and members with contact emails in the Google drive. Team leaders need to keep these updated so we know who is doing what and how to contact that person.

Current Financial Update

See reports added to Drive by Julian.

DSC financial position strong; have sufficient funds to balance the budget and add to reserves.

Julian, Tavis and Tana to discuss budget for the calendar year matching the reporting for taxes.

Fundraising

Need another member on this team, preferably a community member.

As last year was very different, at April meeting will consider to have a spring ask to invite people to donate.

May explore inviting a volunteer, or Board member to work on relationships with donors to complement Tana's role.

Will discuss further at strategic meeting in April.

Remembering Wholeness

Last session was scheduled for March 14, 2021, but Hal was ill, so RW was different than usual process but went smoothly. The Mother spoke briefly to the group of 25 participants and the group sat together for an hour.

Next session is April 25, 2021.

Desja will continue to host Remembering Wholeness.

Retreats

March Beginner's Retreat (formerly Steiner): March 6-7, 2021. Barbara and Dan Muir teaching together. There were some internet issues for Barbara, but overall the retreat went very well.

Need policies and procedures to address issues like internet issues and other potential situations.

April Retreat: DSC Retreat this year, April 10-17, 2021. DSC handling registration, and Zoom team doing hosting. Need host for this retreat. Discussed full-time retreatant and auditors and having different suggested donations for each.

Curriculum Team

Evenings with Aaron - scheduled through June.

Dharma Path - scheduled for this semester, end of the year intensive in June.

March 6, small meeting re: Essenes: Went well

April 3, larger meeting re Essenes: Barbara and Colette channeling, with Tavis expressing James. Host TBD at Zoom meeting on Wednesday. One of the emails sent out for this event included a Zoom link. That link will be voided, and a new email sent to ask people to officially register. Colette and Barbara to meet and discuss with Yeshua and I-Am-That-I-Am to decide to which group to send invitation. Link to only be sent to those registered.

Fall vipassana meditation class: exploring having John Orr teaching.

Fall program being planned by Barbara and Aaron, see her report. New teachers evolving including Celeste and Robert Jacobs. Looks like classes being offered on Tuesdays, Wednesdays and Thursdays. Will **Marketing**

Web redesign:

Exploring asking Leslie to monitor and troubleshoot website for first year. More discussion at April meeting.

Progressing well.

Develop website use process: see Roann's report under Design Procedures.

Board members to jot down ideas and bring to April's meeting.

need Celeste Zygmunt's and Robert Jacobs' (guest teacher) bios for the fall classes.

UMSI Project: To be discussed at strategic planning meeting on April 24.

Blog:

Disclosure statement still being drafted.

Reduced to once a month, on the first Monday of the month due to volunteer time commitments. May increase frequency once a large backlog is created.

Zoom

Pat and team are designing a process to set up Zoom hosts, instructions will eventually be on Google drive. Worked well during the Healing Workshop.

Still need host for April retreat and June intensive.

Archives

Omeka: installed on hosted site. Work progressing on creating .csv file for upload. Some manual editing of the csv file will be required before upload, due to variations in titling of files over the years.

Daily Aaron Quotes: New name (when new site comes out) will be: Deep Spring Center Daily Reflection. Will remove "Thought for Today" subtitle.

Board ok with using quotes from other entities. Janice to also pull quotes from Colette's channeling.

New format being sent out since March 5. Template with new logo to go through editing team for editing and approval before being used.

Manager's Report

Major video re-organization underway: merging channels, organizing and labeling.

Events: To receive a link to join there must be a registration. Tana will only send the link to those who are registered.

Registrations will be closed a day before (RW and Eve w/Aaron) to give the office time to prepare. Many of these events are on weekends, Tana's time off.

Registrations are needed for IRS tax filing purposes, IRS requires an accounting of number of attendees for each event.

Action Items

1. Aaron asked the Board members to do positive manifestation visualization exercise on a daily basis.
2. Barbara to determine which son will take over DSC property in the event of DSC dissolution
3. Board members to send any website additions to web design team as they reorganize the site.
4. Board members to put their skill sets into the Google Drive document.
5. Colette to draft a short blurb for Yeshua and send to Barbara for approval. Colette to work with Barbara on the others.
6. Colette to draft bio statement for website and send to Roann for editing.
7. Isabelle to connect with Leslie re: cron for daily Aaron quote to show up on the website.
8. Tana to send the cover images for Cosmic Healing and Aaron/Qu'o Dialogues to Henry.

9. Each team leader to write down how their team operates and steps to accomplish goals, and send to Isabelle before the April meeting.
10. Team leaders to list any potential issues and develop solutions.
11. Tana and Julian to work together on policies and procedures from the Manager's perspective.
12. Julian, Tavis and Tana to discuss budget for the calendar year matching the reporting for taxes.
13. Colette and Barbara to meet and discuss with Yeshua and I-Am-That-I-Am to decide to which group to send invitation for April 3 event.
14. Board members to jot down ideas for website use process and bring to April's meeting.

Next Meeting

Next Board meeting will be strategic planning meeting: April 24, 2021, 11AM to 6PM Eastern (with break from 3-4PM)