

Deep Spring Center Board of Directors Meeting

01 AUGUST 2021 / 8:00 PM EST / ZOOM

Attendees

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

Aaron's Guidance

I am given the gift of telepathy, and I don't tune in to people, as it's an invasion of their privacy, but sometimes I pick things up. Barbara was watching the equestrian events, an event, horses jumping over big barriers, sometimes going through water, and jumping from the water over a barrier. It was interesting to me to see the eagerness or hesitation on the horse's part. They're all well trained. They all will try to do what the rider asks, but some of them do it with joy, and a sense, yes, I can do this, and some say, here's another one and another one; resistance versus open energy. And the ones with that open energy are the ones that finished best and in the fastest time.

What does this have to say about you as humans? There are always going to be obstacles. Do you approach with, oh no, not another one? Or, ooo here's another chance to see how high I can jump, how far I can go, how open I can be. This is my challenge to you. You have your opportunity to win this spiritual, this, let's call it transitional, Olympics event. Let's see what happens. Not you individually, but the whole Earth. To come through this event, brimming with love and joy, and knowing that you worked hard, that's fine. But brimming with joy and love. I'll hold your hand, I jump those jumps with you. Thank you.

President's Report

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 as one of the projects ongoing~~
3. Barbara to determine which son will take over DSC property in the event of DSC dissolution
4. Isabelle to start brainstorming an approach to invite community participation
5. Zoom team to create an outline of the host's responsibilities, how Q&A works, and other helpful tips and put on Google Drive.
6. Blurbs for website: all posted on the website, few edits needed.
- ~~7. Need Celeste Zygmunt's and Robert Jacobs' (guest teacher) bios for the fall classes Pat and Roann worked on re-formatting Jotform for new teachers, Pat to reach out to Celeste and Robert for bios and course info~~
- ~~8. Tana to follow up on getting 47 Stories in Kindle (e-book) format.~~
9. Tana to write procedure of highlights of video editing process and creating training video

10. Isabelle to keep copy of the passwords encrypted electronically, including BB's, in LastPass. Isabelle and Tana to connect with Barbara.
- ~~11. Tana to place copy of all passwords in the firebox~~
12. Tana creating spreadsheet for each author regarding details of book costs
13. Isabelle to look at Lastpass, password management service which Tana has been using for years.
14. Isabelle and Tana to connect to sign up for this service as an organization
- ~~15. Julian to write out a basic calendar for Barbara to share with those students who have been asking for class dates to plan~~
16. Isabelle and Colette to work on getting the banner done for the blog section of the new site as a priority
17. Terri to review the edited volunteering offer form sent by Roann, and return to Roann with her edits
- ~~18. Linda to send some suggestions for software for volunteer management to Tavis~~
19. Terri to work on the wording and design of volunteer request form.
20. Tavis to meet with each team leader over the summer to develop final Policy and Procedure documents
21. Need process in place for communications team to send changes or additions to site post-launch-Roann
22. Colette to create a pool of images to be selected for blog posts. Need process for the cleansing and blessing of images before publication-Barbara instruct Pat who will instruct Zoom team and put in procedures
23. Isabelle, Colette and Roann to work on determining where the inclusive statement should be posted other than YouTube posts

Publishing Projects

- Spread sheet under "Barbara's books" in G-drive
- Author's proceeds sharing agreements being updated
- Marketplace, change of verbiage from "profit sharing" to "proceeds sharing"
- Isabelle to edit all folders and documents to reflect new wording
- DSC taking over distribution fulfillment of PKF from Barbara.

Potential Team Manager

- Tavis in conversation with an individual who may be a good fit.
- Julian to work with Tana to create description and title for the new 2 positions (this one and an office assistant position), as well as Tana's revised job description and title

Recent Equipment Purchases

- Recently purchased equipment is on loan to Barbara, contract in place

Teams

Current Financial Update

- CD to be withdrawn this month when matured, to go to Tana directly

DSC's finances are currently healthy

Development

2021 Spring fundraiser report was very successful

Matching was a very successful strategy

Letter of thanks for large donor to be sent out on Tuesday, Board members who want to contribute to do so before Tuesday

We need a team leader preferably a community member

Want protocol for acknowledging and cultivating donors

Use mail merge to personally address all emails

End of year fundraising to include matching donor campaign

Notes to help with fundraising concepts in file on G-drive

Retreats

Oakwood: Next October 2-9, on Zoom

New Hope Sangha retreat: November 12-14, on Zoom, DSC helping with logistics

Curriculum Team

Events

Classes

Eden Project

New Students - Julian working with Janice for new student offering for fall

Events with Spirit

Evenings with Aaron: summer break, resume in September as part of new Eden Project

Remembering Wholeness: summer break, resume in September (Max per session – 40)

Zoom

Sharing images: any images to be shared during a DSC event need to be pre-approved, and sent to Barbara ahead of time, and Barbara will share, to avoid inadvertently allowing negative energy access to the Zoom portal

Zoom hosts limited to major classes, workshops and retreats

Smaller classes and small groups to be self-hosted by the teachers; no host to be provided

Marketing

Web redesign: ready to launch. Board members to send any feedback, including mobile version of site

Blog

Break for summer to create new visuals matching new site branding

Process: Zoom meetings and DSC workings to begin with setting an intention and short meditation

Isabelle and Colette to work on getting the banner done for the blog section of the new site as a priority

Isabelle, Colette and Roann to work on determining where the inclusive statement should be posted other than YouTube posts

Community engagement: Sangha page on website-on hold for now

Archives

No update since last meeting.

Daily Reflections: Isabelle and Roann to work on the new template

Volunteer Coordinator

Folder on Google drive for volunteer process and projects

Inventory list created in table in Google Doc on G-Drive

Terri to assist Tana in coordinating inventory process

Volunteers for holding energy: if have 6-8 clear mediums to hold space for sessions, then no immediate need to bring in new people

Julian and Colette available to support this group of energy-holding volunteers; will meet with Terri to further discuss

A/V Team

Liability statement regarding videos in process - Tavis and Roann to find edited statement.

Manager's Report

Tana's Responsibilities

Will be looking at Tana's responsibilities over the next several months to determine which to keep for her to focus on (i.e. A/V editing, QuickBooks, etc) and which to delegate to a lower paid office assistant, as funds allow.

Teams' Duties Table

Board members to review and edit team duties table

Tavis to meet with each team leader over the summer to develop final Policy and Procedure documents

For all programs:

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.
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18. Isabelle to edit all folders and documents to reflect new wording
19. Julian to work with Tana to create description and title for the new 2 positions (this one and an office assistant position), as well as Tana's revised job description and title
20. Isabelle and Colette to work on getting the banner done for the blog section of the new site as a priority
21. Isabelle and Roann to work on the new template for Daily Reflections emails
22. Terri to assist Tana in coordinating inventory process
23. Julian and Colette available to meet with Terri to discuss supporting volunteers for holding energy
24. Tavis and Roann to find edited video liability statement.

25. Tavis to meet with each team leader over the summer to develop final Policy and Procedure documents

Next Meeting

August 29, 2021, 8 PM Eastern