

Deep Spring Center

Board of Directors Meeting

27 FEBRUARY 2022 / 8:00 PM EST / ZOOM

Attendees

Isabelle Mook-Jodouin, Barbara Brodsky, Julian Dean, Patricia Polanski, Colette Simone, Terri McClernon, Tana Dean, Trish Maley

Regrets: Tavis Taylor

Aaron's Guidance

My blessings and love to you all. There is always going to be challenge. My heart [goes out to those] in Ukraine, [as well as those in Russia, who are fighting or whose loved ones] are being killed, and they, most of them, did not choose this war. It's so important to remember that you have one special power, one gift. And that is the power of the loving heart. So feel the presence of love, right here in the heart, and know what this is what makes a difference. The world is always going to be in turmoil, or at least until you're through this transition into a higher frequency. And for now [the best thing to offer as a] constant reminder is, how do you relate to it? And that you have the capability to relate to all of it with love. It's no different than the toddler who falls and bumps her knee. If you (*shrieks*), What happened, the toddler will cry harder. [But if you say] (*gently*), Oh I know that hurts, I love you, the pain resolves much faster. You're living in a world full of crying toddlers, and the adults here have to be adults. And you can be adults. You are doing it. Thank you.

President's Report

- A. To dos
 - a. Aaron asked the Board members to do a daily positive manifestation visualization exercise
- B. Passwords
 - a. Julian and Isabelle have copies of all the DSC account credentials
 - b. Isabelle looking into Enterprise features of LastPass
 - c. Officers to create LastPass accounts to have access (on hold until Enterprise account set up)
- C. Publishing projects (See google drive *to dos* file, in *task list* folder)
 - a. Printed copies needed for Path of Clear Light, Human
 - i. Tana to follow up with Henry and Barbara
 - b. Translated books needed (Only English translations currently up on Amazon)
 - c. Cosmic Healing Cover
 - i. Isabelle could not edit as she did not have appropriate software
 - ii. Need to verify Henry has edited cover
 - iii. Need to schedule in-person meeting with Henry, Barbara, Tana and Trish
 - d. Audio Book

- i. David from Interfaith has editor for audiobook "Human"
 - ii. Spanish translator has been paid
- D. *Parking Garage Items*
 - a. *Ideas on community participation (Isabelle)*
 - b. *Video editing procedure/training (Tana)*
 - c. *Video of Barbara talking about DSC to send to newcomers (Tana)*
 - d. *Video reorganization project (Isabelle, Tana)*
 - i. *Merging channels*
 - ii. *Labeling*
 - e. *Blog - indefinite suspension (Isabelle)*
 - f. *Sangha Community webpage on hold (Isabelle)*
 - g. *Resourceful links*

Office Team Reports

Current Financial Update

Julian provided update on current financial state - currently in good state.

Development

Streamlining Communication

New Project Management Tool for Trish and Tana: Asana

Also experimenting with messaging tool Slack

Team Procedures in Google Drive

Trish working to:

Help create policies and procedures manual to protect DSC; Trish to meet with board members individually to support this work

Create Board Transition Protocol

Emily working on New Data Entry System

Importing DSC contacts from last three years into Active Campaign

Registration

Email Automation

Overall helps streamline communication with our DSC community

Communication with teachers

Scheduling must be prioritized for planning

Fundraising

Meetings in March to reconfigure fundraising team

Fawn thanked donors via email/phone week of 2/21

Marketing

Email Campaigns (to communicate DSC events) with links to website

Introducing DSC's free content

Build social media presence to create warmth and rapport

Facebook, IG

Use SM for fundraising and offerings

Policy & Procedure

Audio Transcripts

Teachers responsible for sending audio files to students (with disclaimer) in bcc

Zoom volunteers not to send audios out to students

Trish to look into drafting release from liability/waiver for students, due to voices being potentially on audio file, to be included in registration process

Written Transcripts

Tana to create webpages for classes for teachers to share with students; will include all non-confidential material for that event

Copyright

Any documents from DSC sent out to students should include a copyright and date

Board Transition

Board Transition Manual in progress

Onboarding and offboarding board positions

Need trajectory of DSC - to help fill board positions with like-minded people

Discussed ways to have more inclusive language (ex: adding pronouns to Zoom name, to website bios)

Feedback

Healing Workshop testimonials

Surveys

Meet with teachers to finalize questions

Present feedback to board

Team Reports

Archives

Met with Leslie in January; discussed WP integration with Omeka

Daily Reflection emails

Isabelle and Colette finalizing new template to align with other DSC email templates

Exploring adding rotating images - All images blessed by Barbara and Aaron prior to uploading

Janice adding new quotes to the list when she finds them

Website

Tana received a message from someone requesting link sharing between their site and DSC's; discussed bringing back "Resourceful Links" page on the website

Previously had all resources approved by Barbara; all were local

Not moving forward with this for now; will put in parking lot

Curriculum Team

Fall 2022/Winter/Spring 2023:

Meeting Mid-March with team

Tana, Trish, Colette, Julian and Pat to meet to create a 1-pager to lay out scheduling for curriculum for 2022-2023 to send to teachers

Tana to then meet with Barbara

Teacher meeting in April

Need website materials ready early May

Newcomer class/group for 2022

Need decision - if moving forward, need to determine teacher

Need process for approving new teachers

Policy/procedure to be drafted as it's created

Volunteer Coordinator

Updates

Need: Volunteer for BB financials; Terri and Trish to meet to work on language for email appeal

Terri and Tavis to discuss need for folder for volunteers' policy and procedures for them to access on G-Drive

Volunteer log form

To be discussed at next meeting

Zoom

Pat will attend Emerald Isle. Zoom team support is set for EI

Pat and Trish to meet with Zoom Team in March

Action Items

1. Trish to meet with board members individually to support work on policy and procedure manual

2. Trish to look into drafting release from liability/waiver for students, due to voices being potentially on audio file, to be included in registration process
3. Tana to create webpages for classes for teachers to share with students; will include all non-confidential material for that event
4. Isabelle and Colette finalizing new template to align with other DSC email templates
5. Tana, Trish, Colette, Julian and Pat to meet to create a 1-pager to lay out scheduling for curriculum for 2022-2023 to send to teachers
6. Terri and Trish to meet to work on language for email appeal
7. Terri and Tavis to discuss need for folder for volunteers' policy and procedures for them to access on G-Drive
8. Pat and Trish to meet with Zoom Team in March

Next Meeting

March 27, 2022, 8PM Eastern