

DEEP SPRING CENTER
Monthly Board of Directors Meeting Minutes
Saturday Sept 21, 2024
4:00pm – 6:00pm PM EST

Board Members: Stephanie Katz, Karl Frederick, David Teare, Isabelle Mook-Jodouin, Celeste Zygmont, Terri McClernon

Board Advisor: Barbara Brodsky

Staff: Tana Dean, Trish Maley

- **3-5 minutes of silence**
- **Guidance from Aaron**
Aaron offered his blessings and love to all, but did not incorporate.
- **Vote Required:** None

A. Monthly Reports

a. Staff Reports

i. Administrative – Tana

- See report for details
- Tana working with IONS to have them market one of our programs to their list in winter 2025
 - Need to ensure website and archives are ready
 - Tana seeking clarification of details

ii. Communications / Fundraising – Trish

- See report for details
- Fundraising campaign went well even though we did not meet our goal
 - AC automation had some hiccups that Tana and Trish are sorting out

b. Committee / Team Reports

i. Finance – David

- See report for details
- Finances still stable
- Seeking volunteers for support work around finances, especially someone with QuickBooks experience

ii. Volunteer – Terri

- Deferred to next meeting

iii. Archive / Technical – Isabelle

- See report for details

- Leslie presently making changes to structure of site; team to review and give feedback before bringing back to Board for final feedback and approval
 - Isabelle to call a special meeting for approval if needed
- iv. Community Building – Stephanie
- Discuss outcomes / forward motion related to the 09/10/24 Sangha / Meet the BOD Zoom session
 - see New Business below
- v. Outreach - Karl
- See report for details
 - Need clarity about what we have to offer other organizations

B. Old Business

Date Initiated	Team + Item Description	Who + Next action	Resolution
12/08/23	Finance - Bundling of Class Fees – Is there interest from the Sangha / obtain feedback on what Option preferred “Discount” option from bundling idea does not make sense with our donation range model Separate request from sangha would be to have a single registration form for entire semester of events for convenience	(See prior minutes for more history) 03/23/24 David and Tana to work this out / figure out bundle options once Fall 2024 classes are set (possibly mid-May) 04/27/24 / 05/18/24 Work is ongoing – HOLD until late-Summer 2024 06/22/24 David and Tana to meet to discuss	09/21/24 – Bundling for Fall classes was completed. Issue Closed
03/23/24	Discussed on-line “meet the BOD” sangha meeting. Need time to prepare for it / communications to go out. Perhaps 09/10 or 09/17. (Note: Possible Sample questionnaire to be authored as part of this effort – planning committee to discuss)	04/27/24 Date finalized to September 10, 2024; 7PM to 8:30PM Eastern. Stephanie and David to work together on planning with some sangha members too. 06/22/24 David and Stephanie to meet to discuss	09/21/24 – Sangha meeting completed on 09/10/24 with +/- 30 participants (including BOD + Tana). Issue Closed

03/23/24	Discussed the idea of having a mid-year "Letter from the Board." Tana noted the there is a BOD email available that can be used to forward to entire board	David to do a first draft and circulate to all BOD for comment +/- April 06/22/24: David to complete to send in July or August	09/21/24 – Completed prior to the "meet the BOD session". Issue Closed
06/22/24	End of year 2019 fundraiser: Perk of free Oakwood retreat never redeemed due to COVID	06/22/24 David and Tana to determine how many people are affected and sort this out	09/21/24 – Celeste was the only one affected, and she will redeem at Oct retreat. Issue Closed
06/22/24	Crazy Wisdom Tea Room opening: Barbara to be speaking at event in September	N/A	09/21/24 – Date will be 10/23/24. Issue Closed
06/22/24	IONS Conference impact on website traffic: Tana noted no large increase in traffic; Barbara had good conversations with ~10 people at the end, maybe more significant impact Tana offered feedback to IONS about challenges with accessibility with their system	Barbara and Aaron to pick out some transcribed sections to send to IONS to explore Aaron being a speaker next time	

C. New Business

Date Initiated	Team + Item Description	Who + Next action	Resolution
09/21/24	<p>Outcomes from the 09/10/24 Sangha / Meet the BOD Zoom session</p> <p>Daily Aaron on FB and on website has been requested frequently</p> <p>Social media: what is needed here is engagement from other users on the platforms in order to grow; suggestion to send out Social Media 101 email to have sangha members help with this</p> <p>Community-led communication: Groups.io already in use for prayer group - could use for book club and/or community discussions</p> <p>Spiritual friendship groups: we used to have groups for all new members, there is a need to bring it back. Needs to be free and volunteer-led.</p>	<p>Isabelle and Trish to hash out details for how this could work</p> <p>Board members to email entire Board with ideas for how to implement sangha suggestions about social media, sangha communication and spiritual friendship groups</p>	

09/21/24	Continue discussion of idea of regular sangha meeting		
09/21/24	Upcoming Live Retreat and COVID policy - use same policy as Emerald Isle retreat: rapid test 72-hours before retreat start, then again upon arrival before entering, if anyone contracts COVID at the retreat, they will be asked to leave	Tana and David to work on writing out policy and communicating to retreatants	
09/21/24	Develop a questionnaire / survey to elicit more targeted feedback from the sangha based on the items from the 09/10/24 Sangha meeting	Board, Stephanie and David	

D. Next meetings: (All times in ET)

- a. Saturday, October 26th 2024 at 4pm
- b. Annual BOD planning meeting: Friday, December 6th, 2024 – 10am-5pm