

Dances of Universal Peace International

DRAFT Minutes - Board of Directors

Tuesday, November 21, 2017

18.45 UTC

Board Members Present: Darvesha Victoria MacDonald (chair), Arjun Jorge Calero, Munira Elizabeth Reed; Munir Peter Reynolds; Zarifah Spain, Dakini Maris Warrior; NurAna Naomi Wilansky

Staff Present: Edmund Aziz Dixon (Executive Director), Martha Bracken (Office Assistant)

*Toward the One,
the Perfection of Love, Harmony and Beauty, the Only Being;
United with all the Illuminated Souls who form the Embodiment of the Master,
the Spirit of Guidance.*

1. Minutes of the Board Meeting held September 26, 2017

Munir moved acceptance of the minutes, seconded by Munira, approved unanimously.

2. 2017 Financial Reports: to end of October 2017

ED comments:

The financial outcome compared to budget remains positive.

- in addition to the \$17,100 legacy, we have received an anonymous donation of \$2,000, and other donations totaling \$3,782 (compared to a budget of \$3,500). It was agreed to report on the legacy separately from recurrent finances.
- LG fees- regions: on the balance sheet, accounts receivables, we see an estimated \$5,400 still to come from Germany. Thus we will be within budget for Fees – regions by the end of the year.
- No further web (tech designer) costs have been received since the last meeting, but these may be expected by year-end.
- net income derives from the legacy plus a surplus of \$3,459, with some revenue and some costs still to come in November, December.

**Dances of Universal Peace International
Balance Sheet
as of October 31, 2017**

		Oct 31, 17
ASSETS		
Current Assets		
Checking/Savings		
	Key Bank checking	21,159.83
	Key Bank Money Market	
	Funds Initiative	17,100.00
	Key Bank Money Market - Other	556.83
	Total Key Bank Money Market	17,656.83
	UrbanPartnershipBank MoneyMarkt	22,445.25
	Total Checking/Savings	61,261.91
Accounts Receivable		
	Accounts Receivable	5,400.00
	Total Accounts Receivable	5,400.00
	Total Current Assets	66,661.91
TOTAL ASSETS		66,661.91
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
	Sales Tax Payable	1.82
	Payroll Liabilities	119.04
	Sales Tax Payable	-29.41
	Total Other Current Liabilities	91.45
	Total Current Liabilities	91.45
	Total Liabilities	91.45
Equity		
Fund Balances		
	Prior Years Unrestricted Funds	41,028.81
	Total Fund Balances	41,028.81
	Unrestricted Net Assets	4,982.46
	Net Income	20,559.19
	Total Equity	66,570.46
TOTAL LIABILITIES & EQUITY		66,661.91

Dances of Universal Peace International				
January to Oct 2017				
Statement of Sources and Uses of Funds				
		Jan - Oct 2017	Budget 2017	% budget ytd
Sources of Funds				
Investments				
	Interest-Savings, Short-term CD	43.94	50.00	
	Total Investments	43.94	50.00	88%
Revenue - Current Year				
	Donations	5,782.18	3500.00	165.21%
	Legacy Bequests	17,100.00	0.00	
	LG Fees - Regions	26,335.87	29,000	90.81%
	LG Fees - World Wide Region	3,584.30	4000.00	89.61%
	Sales	170.18	300.00	
	Total Revenue - Current Year before legacy	35,872.53	36,800.00	97.48%
	Total Revenue - Current Year including legacy	52,972.53		
Revenue Prior Yr				
	Fee support		3,000.00	
	GC Initiatives		2,000.00	
	Total Revenue Prior Year		5,000.00	
	Total Sources of Funds	35,916.47	41,850.00	85.82%
Uses of Funds				
Accounting				
	QuickBooks payroll service	475.66	475.00	
	Total Accounting	475.66	475.00	100.14%
Contract Labor				
	Community Coordinator	547.31	700.00	
	Executive Director	10,000.00	12,000.00	
	Guidance Council Chair	4,875.00	6,500.00	
	Outside Contract Services	0.00	0.00	
	Total Contract Labor	15,422.31	19,200.00	80.32%

	Employee wages			
	Office Assistant	5,833.30	7,000.00	
	Total Employee wages	5,833.30	7,000.00	83.33%
	IN Website Construction			
	Technical Designer	3,015.00	2,900.00	103.97%
	Total IN Website Construction	3,015.00	2,900.00	
	Office Expenses			
	Equipment	82.13	100.00	
	Internet Services	1,466.00	1,900.00	
	Office Supplies and fees	1,200.44	900.00	
	Payroll Expenses	422.54	500.00	
	Postage	90.00	100.00	
	Telephone	1,643.90	2,000.00	
	Total Office Expenses	4,905.01	5,500.00	89.18%
	Project Budgets			
	Guidance Council Initiatives	2,570.00	3,200.00	80.31%
	Translation Projects	135.00	500.00	
	z-Contingency Fund	0.00	2,974.00	
	Total Project Budgets	2,705.00	6,674.00	40.53%
	Royalty Expenses	101.00	101.00	
	Total Uses of Funds	32,457.28	41,850.00	77.56%
	Net Sources and Uses of Funds without legacy	3,459.19	0	
	Net Sources and Uses of Funds including legacy	20,559.19		

3. Executive Director's report since the September 2017 meeting:

The Initiatives Committee will report back to the Board – the next meeting is just before the Board meeting.

Community Co-ordinator:

With Martha's much appreciated help, I have got to know this role. In anticipation of the year-end Leaders Guild statistics (ie number of leaders), we have followed up all leaders who may need fee support renewal, or end-dating (if their payments lapsed or they never paid). This has been approached partly direct with leaders, and partly via mentors, or by country.

Communication with the Bosnian family has improved, thanks in part to help from German mentors. In Eastern Europe and Latin America we have been able to gather further information on leaders' first languages and fluency in English where relevant.

This follow-up process has also helped to refresh our contact list for each country.

Other activities:

- I am working to update the contact listings for each country.
- Dakini has found a French translator, and I am exploring priorities for this work (eg key website pages, SAM dances, Leader Guidelines).
- dance write-ups: we have initiated translation of some of the most popular dances into all languages, but further work on the considerable collection of write-ups is likely to resume after the Board meeting.
- Budget 2018: I will prepare a budget when we have year-end figures at the turn of the year.
- No newsletter is in preparation just now.

Noted in discussion: we will continue to ask for mobile phone numbers, as these may become more important in future.

4. Guidance Council report

Wali Ali has raised the topic of the 50th anniversary of the origination of the Dances in 2018. Guidance Council will oversee plans for this.

5. Dates of future BoD meetings (2018):

February 6: BoD

- **April 10: Annual meeting followed by BoD meeting**
- **September 18: BoD**
- **November 20: BoD**

Meetings start 15 minutes before the hour -
at **19.45** UTC November 5 to March 12, and **18.45** UTC March to November ie at quarter before noon
Seattle time throughout.

There being no other business, the meeting closed at 19.35 UTC.