

Dances of Universal Peace International

Minutes – Annual Meeting and Board of Directors Telecon – April 8, 2014, 3 pm MDT

Board Members Present: Arjun Jorge Calero, Darvesha Victoria MacDonald, DiAnahita Diana Kanoy, Kabir Stuart McKinnon, Maris Warrior

Staff present: Munir Peter Reynolds (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.*

Annual Meeting

Munir recited the Sufi invocation as an opening focus. Darvesha called the Annual Meeting to order and welcomed all. The agenda and background information had been circulated.

1. Nominating Committee Report (DiAnahita Kanoy, Maris Warrior, Shabda Kahn).

Darvesha Victoria's and Kabir McKinnon's terms on the Board of Directors both expire at this Annual Meeting. Both had expressed willingness to stand for a further three-year term.

DiAnahita presented the recommendation of the Nominating Committee:

The Committee nominates Darvesha Victoria MacDonald and Kabir Stuart McKinnon to serve 3-year terms on the Dances of Universal Peace International Board of Directors commencing at the Annual Meeting on April 8, 2014.

The committee further nominates the slate of officers for 2014-15 as Darvesha Victoria, President; DiAnahita Kanoy, Vice-President; and Kabir McKinnon Secretary/Treasurer.

Arjun moved, seconded by DiAnahita, that the Board of Directors approved the recommendations of the Nominating Committee. Carried unanimously.

DiAnahita clarified that she is accepting another year as Vice-President with the understanding that there is no expectation of subsequently taking on the position of President. Munir and Kabir confirmed that her understanding is correct, that the determination of officers is made annually by the Board.

These Board members continue to serve for the terms indicated:

DiAnahita Kanoy (first term ends April, 2015)

Arjun Jorge Calero (first term ends April, 2016)

Maris Warrior (first term ends April, 2016)

There are two authorized Board member positions that the Board has determined will remain unfilled for the time being.

2. Report on 2013 Operations and Finances

The following reports were received for information:

Dances of Universal Peace International
Sources and Uses of Funds Statement
January 1 – December 31, 2013

	Jan - Dec 13
December 31, 2013	
Ordinary Income/Expense	
Income	
Investments	
Interest-Savings, Short-term CD	145.73
Total Investments	145.73
Revenue - Current Year	
Donations	4,272.41
LG Fees - Regions	24,593.65
LG Fees - World Wide Region	3,527.11
Royalty Income	26.23
Sales	1,648.79
Total Revenue - Current Year	34,068.19
Revenue Prior Yr Restricted Inc	
Fee Support Fund	3,381.00
Programs	9,709.72
Total Revenue Prior Yr Restricted Inc	13,090.72
Total Income	47,304.64
Cost of Goods Sold	
Cost of Goods Sold	345.48
Total COGS	345.48
Gross Profit	46,959.16
Expense	
Accounting	
Financial Advisor	0.00
QuickBooks payroll service	360.26
Tax preparer	100.00
Total Accounting	460.26
Contract Labor	
Community Coordinator	2,118.39
MTG Guidance Council Chair	6,825.50
Total Contract Labor	8,943.89
Employee wages	
Executive Director	21,000.00
Office Assistant	5,000.04
Total Employee wages	26,000.04

IN Website Construction	
Technical Designer	1,935.00
z-Misc & Contingency	<u>105.19</u>
Total IN Website Construction	2,040.19
Office Expenses	
Equipment	377.81
Internet Services	1,144.66
Office Supplies and fees	626.08
Payroll Expenses	2,895.21
Photocopying	413.53
Postage	59.06
Rent	456.00
Telephone	<u>1,356.00</u>
Total Office Expenses	7,328.35
Project Budgets	
Fundraising Development	0.00
Guidance Council Initiatives	1,000.00
Translation Projects	<u>1,085.43</u>
Total Project Budgets	2,085.43
Royalty Expense	101.00
z-Contingency Fund	<u>0.00</u>
Total Expense	<u>46,959.16</u>
Net Ordinary Income	<u>0.00</u>

Dances of Universal Peace International
Balance Sheet
December 31, 2013

	<u>Dec 31,</u> <u>13</u>
ASSETS	
Current Assets	
Checking/Savings	
Key Bank checking	8,807.78
Key Bank Money Market	549.59
UrbanPartnershipBank MoneyMarkt	<u>32,120.65</u>
Total Checking/Savings	41,478.02
Accounts Receivable	
Accounts Receivable	<u>230.00</u>
Total Accounts Receivable	230.00
Other Current Assets	
Inventory	<u>3,896.05</u>
Total Other Current Assets	<u>3,896.05</u>
Total Current Assets	<u>45,604.07</u>
TOTAL ASSETS	<u>45,604.07</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	1,817.68
Sales Tax Payable	<u>(6.20)</u>
Total Other Current Liabilities	<u>1,811.48</u>
Total Current Liabilities	<u>1,811.48</u>
Total Liabilities	1,811.48
Equity	
Fund Balances	
Prior Years Unrestricted Funds	27,455.23
Temporarily Restricted Funds	<u>17,038.12</u>
Total Fund Balances	44,493.35
Unrestricted Net Assets	(1,325.04)
Net Income	<u>624.28</u>
Total Equity	<u>43,792.59</u>
TOTAL LIABILITIES & EQUITY	<u>45,604.07</u>

Key accomplishments in 2013 included:

- Translation and programming of our website log-in portal and enhanced content areas into Spanish,
- Russian and German, enabling Dance Leaders to access key resources in their own languages. The DUP International website is now fully available in English, Spanish, German and Russian.
- Translation of key communications and resources for Leaders Guild members into English, Spanish, German, and Russian
- Addition to the Dance Resource Library of 35 write-ups in English, 94 in Russian and 94 in Spanish
- (most with audio clips) and completion of the Articles/Papers web page of resources in Russian
- Completion of programming changes to the IN website to provide a language menu allowing users to switch to English, Spanish, German or Russian from any page on the site
 - refer Leaders whose Guild fees have expired to a page notifying them that their fees are past due and where/how to pay their fees
 - provide Leaders with recurring payment options in multiple languages and currencies via PayPal
 - display on the web only the names of Leaders who are current with Leaders Guild fees
 - add a language menu to the Dance write-ups library page that displays only those dances written up in a specific language
 - provide for on-line back up by Codeguard of the content of the DUP International website and DUPNA site
 - provided fee support to 97 leaders who had financial hardship in paying their Leaders Guild fees, and 34 Russian Leaders
- Production, translation and distribution of four e-newsletters and four new Elements of Mastery articles in English, Spanish, German, and Russian
- Held four telecom meetings of the DUP International Board of Directors
- Partially funded and held one in-body meeting of the Guidance Council with Pir Shabda Kahn and Murshid Saadi Neil Douglas-Klotz also in attendance

Darvesha adjourned the Annual Meeting at 3:15 pm MDT.

Board of Directors Meeting

The agenda and background information had been circulated in advance.

1. Minutes from February 11, 2014

DiAnahita moved, seconded by Kabir, approval of the Minutes of the Board meeting of February 11, 2014. Carried unanimously.

2. 2014 First Quarter Financial Reports January 1 – March 31, 2014

Dances of Universal Peace International
January 1 – March 31, 2014
Statement of Sources and Uses of Funds

	<u>Jan - Mar 14</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Investments			
Interest-Savings, Short-term CD	0.07	100.00	0.07%
Total Investments	0.07	100.00	0.07%
Revenue - Current Year			
Donations	482.70	4,400.00	10.97%
Grants	0.00	0.00	0.0%
LG Fees - Regions	5,823.19	24,000.00	24.26%
LG Fees - World Wide Region	547.92	5,000.00	10.96%
Royalty Income	0.00	30.00	0.0%
Sales	0.00	500.00	0.0%
Total Revenue - Current Year	6,853.81	33,930.00	20.2%
Revenue Prior Yr Inc			
Fee Support Fund	625.00	2,500.00	25.0%
Programs	3,000.00	12,000.00	25.0%
Total Revenue Prior Yr Inc	3,625.00	14,500.00	25.0%
Total Income	10,478.88	48,530.00	21.59%
Cost of Goods Sold			
Cost of Goods Sold	85.45	203.00	42.09%
Total COGS	85.45	203.00	42.09%
Gross Profit	10,393.43	48,327.00	21.51%

Expense**Accounting**

Financial advisor	50.00		
QuickBooks payroll service	382.16	350.00	109.19%
Tax preparer	<u>0.00</u>	<u>100.00</u>	<u>0.0%</u>
Total Accounting	432.16	450.00	96.04%

Contract Labor

Community Coordinator	106.32	600.00	17.72%
Guidance Council Chair	<u>1,444.00</u>	<u>5,776.00</u>	<u>25.0%</u>
Total Contract Labor	1,550.32	6,376.00	24.32%

Employee wages

Executive Director	5,250.00	21,000.00	25.0%
Office Assistant	<u>1,625.01</u>	<u>6,500.00</u>	<u>25.0%</u>
Total Employee wages	6,875.01	27,500.00	25.0%

IN Website Construction

Technical Designer	0.00	1,500.00	0.0%
z-Misc & Contingency	<u>0.00</u>	<u>100.00</u>	<u>0.0%</u>
Total IN Website Construction	0.00	1,600.00	0.0%

Office Expenses

Equipment	0.00	300.00	0.0%
Internet Services	510.00	1,800.00	28.33%
Office Supplies and fees	206.44	740.00	27.9%
Payroll Expenses	1,037.10	3,000.00	34.57%
Photocopying	0.00	0.00	0.0%
Postage	202.00	200.00	101.0%
Rent	114.00	700.00	16.29%
Telephone	<u>498.00</u>	<u>2,060.00</u>	<u>24.18%</u>
Total Office Expenses	2,567.54	8,800.00	29.18%

Project Budgets

Fundraising Development	0.00	500.00	0.0%
Guidance Council Initiatives	0.00	1,000.00	0.0%
Translation Projects	<u>0.00</u>	<u>1,000.00</u>	<u>0.0%</u>
Total Project Budgets	0.00	2,500.00	0.0%

Royalty Expense	0.00	101.00	0.0%
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z-Contingency Fund	0.00	1,000.00	0.0%
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Total Expense	<u>11,425.03</u>	<u>48,327.00</u>	<u>23.64%</u>
Net Ordinary Income	<u>-1,031.60</u>	<u>0.00</u>	<u>100.0%</u>
	<u>-1,031.60</u>	<u>0.00</u>	<u>100.0%</u>

Dances of Universal Peace International
Balance Sheet, March 31, 2014

	<u>Mar 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
Key Bank checking	3,722.14
Key Bank Money Market	549.66
UrbanPartnershipBank MoneyMarkt	<u>32,120.65</u>
Total Checking/Savings	36,392.45
Accounts Receivable	
Accounts Receivable	<u>200.00</u>
Total Accounts Receivable	200.00
Other Current Assets	
Inventory	<u>3,896.05</u>
Total Other Current Assets	<u>3,896.05</u>
Total Current Assets	<u>40,488.50</u>
TOTAL ASSETS	<u>40,488.50</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	1,411.77
Sales Tax Payable	<u>-11.31</u>
Total Other Current Liabilities	<u>1,400.46</u>
Total Current Liabilities	<u>1,400.46</u>
Total Liabilities	1,400.46

Equity	
Fund Balances	
Prior Years Unrestricted Funds	62,350.03
Temporarily Restricted Funds	<u>-3,625.00</u>
Total Fund Balances	58,725.03
Unrestricted Net Assets	18,605.39
Net Income	<u>-1,031.60</u>
Total Equity	<u>39,088.04</u>
TOTAL LIABILITIES & EQUITY	<u>40,488.50</u>

Munir commented that the results for the first quarter are as expected, with the exception of payroll expenses. Martha explained that the first quarter is always higher than the others because of 2013 year-end payroll items that become payable in January.

Munir was pleased to note that Leaders Guild fees for Regions are on target, suggesting that North America renewals are coming in on schedule with the new process that has been implemented.

3. Executive Director's Report

Munir reported that the April 2014 Leaders Guild e-newsletter was distributed today in English, Spanish, German and Russian. This is the first time publication has been in all languages at the same time. The process worked well, and although it requires organization and follow-through so that deadlines can be met, it's an important accomplishment, and will now become the standard.

He has been talking with Elena Morzova in St. Petersburg about translating additional Dance write-ups for the Russian library. He is also anticipating moving forward with work on the German Dance write-ups, but still has not received the work needed from the German volunteers.

Munir, Darvesha and Kabir collaborated on developing a new article about the Dances and Walks for inclusion in the Ruhaniat Companion, a guidebook given to new mureeds which is currently being revised. This will replace the existing article, which has become significantly out of date.

Collection of Leaders Guild fees from US and Canadian leaders continues to follow the administrative protocol established in January, and as mentioned above, results are encouraging. There have been 85 cases so far where the leader has opted for automatic annual renewal.

4. Guidance Council Report (meeting of February 18, 2014)

The Guidance Council discussed the Senior Mentor category. It was decided to not pursue changes in the structure of the category at this time.

In addition, DUPNA proposed to the Guidance Council that it create a YouTube channel of Dance videos. The Guidance Council discussed this via email, as Darvesha is out of the country.

On the basis of the discussion, Munir wrote the following email to DUPNA. The Guidance Council intends to have a telecon devoted to this topic after Darvesha returns.

Dear Rahmana and the DUPNA Board,

Please forward this email to the rest of your board members. Thank you for writing to the Guidance Council with your idea for a YouTube channel with originator-approved videos of the Dances of Universal Peace. The Guidance Council received your proposal via email and each member has commented on it. We are not presently able to have a meeting because Darvesha is out of the country.

However, I can definitely tell you that the Council members' initial responses to this idea were not positive. The Council members' concerns thus far closely parallel the issues I raised in the email I wrote to DancingPeace (pasted in below.) Council members favor keeping leader-approved dance instructions, music, and video, password protected (available to mentored leaders) on any 'official' DUP sites. They hope for organizational support and harmony with the Guidance Council and DUP International from all local network organizations in upholding this policy. The feeling was expressed that any attempt to post dance training videos needs to be done carefully and mostly at the initiative of those Dance originators who want and have the ability to fulfill certain minimum standards in doing so.

To be clear and very direct: The Guidance Council does not approve of DUPNA creating a YouTube channel with material labeled "Dances of Universal Peace" that is not password protected. A YouTube channel cannot be password protected because it is accessed directly by the public. A major issue here is DUPNA's implied or overt sponsoring of material by putting its name on the channel and thereby appearing to endorse the content, which would have many consequences that we view as detrimental to the Dances. We will have more to say to you about this after such time that we can take this issue up by conference call. I expect that we will amend our policy on posting DUP resources to the web to make it more specific in this area. For the time being, please abide by the [web-posting policy as written](#).

If DUPNA finds originator-approved videos for Dances already present in the library, we are happy to place a link to the video within the library. Then the video resource is in its proper context – one supplemental material among others that might be used.

I am available of course if you wish to discuss this matter further.

Thanks so much,

Munir Peter Reynolds, Executive Director, Dances of Universal Peace International (on behalf of the [Guidance Council](#))

Kabir expressed surprise at DUPNA's initiative in that it seems directed toward the needs of Dance leaders, which would be the responsibility of the Guidance Council and DUP IN. Darvesha reported that she had written DUPNA to clarify the intention and was told they are wanting to use videos to promote the Dances. Maris commented that a similar issue has arisen in the UK. There are concerns, however, that promoting the Dances through videos may not be appropriate because the experience of participating in a Dance circle is beyond what a video can capture and portray. Munir added that he has concerns about the premise too, giving the example of Vipassana meditation to illustrate the shortcomings of video or other media to convey what is happening there. In the Dances as well, there is no substitute for personal presence. The Guidance Council will be discussing this further.

5. Planning Committee Report (Kabir, Maris, and Munir)

Kabir reported that, since the last Board meeting, the Planning Committee has held three meetings. We have gathered and reviewed background information that has informed our discussion and will be part of our report. We have begun drafting recommendations as a means of focusing our work, though in some cases there still remains much to be thought through. Our intention is to have our report ready for distribution in advance of the June meeting, where we look forward to a full discussion.

6. Survey of the Leaders Guild (Arjun)

In advance of the meeting, Arjun had written the following email:

Hello friends,

In order to give you a chance to think about it and add to the idea, I am writing it to you before our next meeting, as is one of the issues to be discussed.

The big umbrella for it is the improvement of the communication flow of the INDUP, specially the flow from the periphery (the leaders, the circles) to the center of the organization (the board, guiding council).

On this early stage we need to see it just as a preliminary test or experiment to check the intrinsic potential of it.

The idea is to launch a survey/poll in our next newsletter, very simple, very attractive, very easy to fill and to interpret by us.

It will include a motivation/justification paragraph, for example:

TRACKING OUR MOVEMENT

As the DUP continue to expand into the world, our network and capacity to globally plant seeds of peace is ever growing. Is one of our purposes to increase the quality of information and communication in the network, and we would love to hear from you!!!!

So, we invite you to take 3 minutes to fill the following survey and in the next issue we will publish the results that will give us all a snapshot of our global family.

Click the link to the poll.

And the questions, the majority of multiple choice – not typing as it is more difficult to systematize- for example:

- **Continent**
- **Country**
- **Level of dance (certification)**
- **Do you lead regularly/periodically**
- **Do you belong to a regular circle?**
- **WHERE?**
- **Do you lead with other leaders?**
- **How many people dancing?**
- **Do you lead at other events (conferences, festivals, etc)**
- **How big those circles?**
- **Do you earn money with the dances?**
- **Are you satisfied with the network?**
- **Final comment?**

Arjun commented that the intention of his idea is to stimulate more bottom-up communication.

Kabir welcomed Arjun's initiative, commenting that the Planning Committee has also identified Leaders Guild communication as a subject that needs new focus. The Planning Committee report will include some comments and recommendations on this, and Kabir would like the Board to have that information before moving to implement any particular approach like the proposed survey.

Munir said that he would want to seek the Guidance Council's input, noting that the programs of DUP IN exist in service of the leadership of that group. He added that conducting a comprehensive survey of Leaders Guild members and compiling the responses could be quite a lot of administrative work, especially given that so many Leaders Guild members appear to be not well connected electronically. For example, only 50% open our e-newsletters. If we want the survey results to be a valid expression of the whole Leaders Guild, we would need some way of contacting at least a representative sample. Munir added to what Kabir had said about the Planning Committee report, which will include a recommendation that the Board create a communications committee. The world of communications has become quite complex, and there are many elements, such as Facebook group. Munir noted that the Facebook DUP Latinamericano page is very active, for example.

Darvesha supports measures that increase the flow of communication, and especially sharing what is happening in the Dances in various parts of the world. She added that the Guidance Council has for many years focused on trying to stimulate conversation among members of the Mentors Guild on topics related to their work. So far, the Council has not experienced much success with this.

Arjun thanked people for their comments. He explained that his concept for the purpose of the survey was not so much to collect a lot of valid information that would be useful for some other purpose. Rather, the survey would be an experiment through which Leaders Guild members would encouraged to express something rather than passively receiving information. It is not so much about the content. Arjun confirmed that the Latinamericano Facebook page is quite active, but clarified that there is not a lot of depth to those communications, unlike the kind of discussion the Guidance Council is trying to stimulate among mentors. He doesn't want to repeat things that haven't worked in the past, and instead is looking for a fresh approach. An important objective is to create interconnection.

The Board will return to this topic after receiving the report of the Planning Committee.

7. Next meeting: Tuesday, June 17, 2014, 10 pm UTC
(2 pm PDT, 3 pm MDT, 5 pm Colombia, 11 pm BST)

8. Other Business

The meeting concluded with a round of personal comments from everyone.