

Dances of Universal Peace International

Minutes - Board of Directors Telecon – Tuesday, September 16, 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.*

The agenda and background information had been circulated. Munir welcomed everyone and began by inviting us to take a few breaths together, remembering our connection in wholeness.

1. Minutes from April 8, 2014

DiAnahita moved, seconded by Maris, approval of the Minutes of the Annual Meeting and Board Meeting of April 8, 2014. Carried unanimously.

2. Financial Reports January 1 – August 31, 2014

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

	Jan - Aug 14	Budget	% of Budget
Ordinary Income/Expense			
Income			
Investments			
Interest-Savings, Short-term CD	0.18	100.00	0.18%
Total Investments	0.18	100.00	0.18%
Revenue - Current Year			
Donations	7,581.64	4,400.00	172.31%
Grants	0.00	0.00	0.0%
LG Fees - Regions	14,391.06	24,000.00	59.96%
LG Fees - World Wide Region	2,390.20	5,000.00	47.8%
Royalty Income	0.00	30.00	0.0%
Sales	0.00	500.00	0.0%
Total Revenue - Current Year	24,362.90	33,930.00	71.8%
Revenue Prior Yr Inc			

Fee Support Fund	1,250.00	2,500.00	50.0%
Programs	<u>6,000.00</u>	<u>12,000.00</u>	<u>50.0%</u>
Total Revenue Prior Yr Inc	<u>7,250.00</u>	<u>14,500.00</u>	<u>50.0%</u>
Total Income	31,613.08	48,530.00	65.14%
Cost of Goods Sold			
Cost of Goods Sold	<u>-99.71</u>	<u>203.00</u>	<u>-49.12%</u>
Total COGS	<u>-99.71</u>	<u>203.00</u>	<u>-49.12%</u>
Gross Profit	31,712.79	48,327.00	65.62%
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	633.96	600.00	105.66%
Guidance Council Chair	<u>2,888.00</u>	<u>5,776.00</u>	<u>50.0%</u>
Total Contract Labor	3,521.96	6,376.00	55.24%
Employee wages			
Executive Director	14,000.00	21,000.00	66.67%
Office Assistant	<u>4,333.36</u>	<u>6,500.00</u>	<u>66.67%</u>
Total Employee wages	18,333.36	27,500.00	66.67%
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	852.00	1,800.00	47.33%
Office Supplies and fees	369.25	740.00	49.9%
Payroll Expenses	2,131.60	3,000.00	71.05%
Postage	271.59	200.00	135.8%
Rent	228.00	700.00	32.57%
Telephone	<u>996.00</u>	<u>2,060.00</u>	<u>48.35%</u>

Total Office Expenses	4,848.44	8,800.00	55.1%
Project Budgets			
Fundraising Development	0.00	500.00	0.0%
Guidance Council Initiatives	1,000.00	1,000.00	100.0%
Translation Projects	<u>402.00</u>	<u>1,000.00</u>	<u>40.2%</u>
Total Project Budgets	1,402.00	2,500.00	56.08%
Royalty Expense	101.00	101.00	100.0%
z-Contingency Fund	<u>0.00</u>	<u>1,000.00</u>	<u>0.0%</u>
Total Expense	<u>28,638.92</u>	<u>48,327.00</u>	<u>59.26%</u>
Net Ordinary Income	<u>3,073.87</u>	<u>0.00</u>	<u>100.0%</u>
Net Income	<u><u>3,073.87</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>

Comment: Income and Expenses are basically on target for the year. Community Coordinator wages are underbudgeted for the year. Collection of Leaders Guild fees from the World Wide Region are somewhat behind budget. Donations reflect \$5,500 raised thus far in the Campaign for 2015.

Dances of Universal Peace International
Balance Sheet, September 1, 2014

	<u>Sep 1, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
Key Bank checking	14,028.43
Key Bank Money Market	549.77
UrbanPartnershipBank MoneyMarkt	<u>22,120.65</u>
Total Checking/Savings	36,698.85
Other Current Assets	
Inventory	<u>2,715.25</u>
Total Other Current Assets	<u>2,715.25</u>
Total Current Assets	<u>39,414.10</u>
TOTAL ASSETS	<u><u>39,414.10</u></u>
LIABILITIES & EQUITY	
Liabilities	

Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	1,237.70
Sales Tax Payable	<u>-11.31</u>
Total Other Current Liabilities	<u>1,226.39</u>
Total Current Liabilities	<u>1,226.39</u>
Total Liabilities	1,226.39
Equity	
Fund Balances	
Prior Years Unrestricted Funds	62,350.03
Temporarily Restricted Funds	<u>-7,250.00</u>
Total Fund Balances	55,100.03
	-
Unrestricted Net Assets	19,986.19
Net Income	<u>3,073.87</u>
Total Equity	<u>38,187.71</u>
TOTAL LIABILITIES & EQUITY	<u>39,414.10</u>

Munir commented that income and expenses are basically on target for the year. Community Coordinator wages are under budgeted for the year. Collection of Leaders Guild fees from the World Wide Region are somewhat behind budget. Donations reflect \$5,500 raised thus far in the Campaign for 2015.

Munir was puzzled about the lack of reported sales income, and Martha will check into that.

3. Planning Committee Report

The [Planning Committee Report](#) was distributed to the Guidance Council, Pir Shabda, and to DUP Region leaders. Munir discussed it with Leaders at NW Sufi Camp. It will be sent to the Leaders Guild in this fall's newsletter. Feedback has been largely positive. Some leaders have expressed concern about the reduction of the Executive Director's hours, but Munir commented that he is happy with the plan, including the possible increase in his volunteer hours, as a means of achieving sustainability for DUP IN without requiring periodic fund drives.

Adoption of report recommendations:

- a) **Recommendation: *That the Board conduct a fund drive in 2014-2015 to raise \$20,000 to support general operations and future projects.***

Kabir moved, seconded by DiAnahita, approval of this recommendation. Carried unanimously.

(See Item 4 below for further discussion of the Fundraising campaign.)

b) Recommendation: *That a request for donations be implemented as part of the process of acknowledging payment of annual Leaders Guild fees for all members, to be implemented beginning in North America.*

Kabir pointed out that, in the Planning Committee report, it is clarified that the object of the donation request would be to fund fee support for leaders experiencing financial hardship.

Kabir moved, seconded by Darvesha, approval of this recommendation. Carried unanimously.

c) Recommendation: *Increase the size of the Board by one member effective April 2015. Assign one Board member to head up the new Communications committee, and one to head up the new Worldwide Network committee, with other members of those committees to be recruited from the Leaders Guild membership. (There could be a second Board member on each committee too.) We recommend that the frequency of Board meetings be reduced from five times per year to quarterly, with committees to meet at least once between each Board meeting.*

Munir commented that he welcomes the increased concentration of Board leadership in the two areas mentioned. Kabir added that the work of the Board has evolved over the past five years to the point where ongoing needs have become clearer. Accordingly, it is now possible to engage move volunteers in working toward identified goals. Achieving this will require that Board members step into leadership roles on the two new committees. Munir noted that there will be three standing committees: Administrative, Communications, and Worldwide Network.

Arjun added that the new committees will open up the possibility of including younger participants from the Leaders Guild as volunteers. He welcomed this, and suggested that we consider ways to acknowledge their contributions, for example by sponsoring their participation in a camp or workshop as “dance heros”. There was interest in developing this idea further. In response to a question from Darvesha Arjun said he could think of at least six young people from the recent Sufi Youth Jam who could be approached to help out. Arjun also volunteered to head up the new Communications committee.

Kabir moved, seconded by Maris, approval of this recommendation. Carried unanimously.

d) Recommendation:

The Planning Committee report proposed the implementation date of this recommendation be subject to feedback from Regions. No objections have been raised in the months since the report has been circulating. Darvesha continues to carry some concern about changing our steady state too soon, but said she has come to accept that January 2016 is plenty of notice. She suggested that the communications strategy include mention of the fact that periodic fundraising campaigns will no longer be needed to fund ongoing operational support once Leaders Guild fees have been adjusted to cover those costs.

Kabir moved, seconded by Arjun, approval of this recommendation. Carried unanimously.

4. Fundraising Report – “Campaign for 2015”

Munir has been recruiting a fundraising committee and proceeding with initial major gift solicitations. So far Munir and Farrunnissa Lila Rosa will serve on the committee. Munir is looking for one or possibly two more committee members. To date he has raised \$8,000 in gifts toward the campaign.

In response to questions from Arjun, Munir outlined the campaign strategy, noting that the focus would be on raising approximately 80% of the goal through gifts from 20% of the donors, a time-tested formula. Arjun suggested that we also consider also reaching out to Dance circles, for example encouraging Dance leaders once a year to dedicate the donations received from their circle to DUP IN. He also proposed considering a crowd-funding approach (such as Kickstarter), noting that a large number of small donations can provide broad participation and generate quite a lot of money.

There was considerable interest in Arjun's suggestions. Darvesha pointed out the need to respect the interests of Dance Regions. We have been encouraging them to be in relationship with Dance circles, whereas DUP IN and the Guidance Council are focusing relations with Dance leaders. Nevertheless, Arjun's suggestion about Dance circle donations could be fruitful for Regions, as well as for DUP IN in areas where there is no Region. Munir will consider how a crowd-funding approach might be applied in the Campaign for 2015.

Darvesha suggested looking for the third committee member in Europe, noting that she was impressed with the delegation that recently visited Lama and the SSC, and has the impression that donations could be forthcoming if we can find the right contacts. Maris suggested that Germany would be a good focus, and Darvesha proposed England as well. Kabir applauded the idea of broadening our base of ownership and support beyond North America, which he felt would strengthen our organization. Darvesha and Munir will follow up on these ideas.

5. Executive Director's Report

DUP Logo Rights – Munir reminded the board of the controversy with the Compassion Games organization over their logo which reads as the same as our own. (See Board minutes of November 19, 2013 for background information.) A number of DUP leaders have recently asked why Compassion Games is using our logo. Also, Murshid Saadi has raised concern that we have not adequately defended our logo legally. Following discussion with the Administrative Committee Munir is taking steps to: a) finish filing SM and © protection of the logo; b) contact Jon Ramer of Compassion Games to let him know that we are still having a problem with their use of the logo.

Billing Assistant – Maabuda Cathy Arneson, a dancer from Olympia, WA, has graciously offered to fulfill the role of billing assistant. She will be invoicing members of the Leaders Guild for fees through Constant Contact emails and sending postcards. Maabuda is very organized and is familiar with some of the software required to fulfill these tasks. Munir and Martha have had initial telephone conferences to get Maabuda started. Maabuda is willing to fulfill these tasks for an honorarium of \$50 per month.

Website Redesign – Munir has initiated discussion with Nuria Stephanie Sabato about creating a change in design elements of the DUP IN website in 2015. This will include a new banner and color scheme for menus, etc. The content of the website will remain the same.

Leaders Guild Meetings – Munir conducted a meeting of DUP Leaders at NW Sufi Camp (report available) and plans to lead a similar presentation at an upcoming Dance leader training event in Eugene, OR.

Dutch Translation of Leaders Guild Guidelines – Munir reported that the translation of the Leaders Guild Guidelines into Dutch has recently been completed and will be distributed very soon. He hopes this will help Leaders Guild members in the Netherlands feel more included and

supported. Darvesha commented that this will be a factor in our attempts to secure payment of Leaders Guild fees.

6. Guidance Council Report

No meetings since our last board of directors meeting. The Council approved via email to modify one dance write-up to include new information.

7. Administrative Committee Report

The Administrative Committee filed notes of its meetings held June 10 and September 4, 2014.

8. Next meeting: Tuesday, November 18, 2014, 10 pm UTC
(2 pm PST, 3 pm MST, 5 pm Colombia, 11 pm BT)

9. Other Business

None.