

Dances of Universal Peace International

Minutes - Board of Directors

Tuesday, May 2, 2017, following the Annual meeting at 19.00 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 BoD meeting held February 7, 2017

Munir moved and Darvesha seconded acceptance of the updated minutes, approved unanimously.

2. 2017 Financial Reports: Quarter 1 to end of March 2017

The budget has been updated to include

- include an increased allocation to IT support (website – see ED report below)
- show the allocation of fee support from reserves, which we anticipate will be more than covered by donations
- show the legacy as a separate item (see item 5 below)

ED comments: the outcome compared to budget for the year to date is satisfactory, bearing in mind:

- revenue, in particular from regions, is not received in equal amounts each month (for example, UK and Swiss fees are expected in Q2)
- costs such as IT and GC initiatives have occurred disproportionately in Q1
- the net income year to date is broadly in line with expectations if the prior year revenue is included; and it may not be necessary to draw down all of the prior year revenue allocated in the budget.

Dances of Universal Peace International
Balance Sheet, March 31 2017

	Mar 31, 2017	Dec 31, 2016
ASSETS		
Current Assets		
Checking/Savings		
Key Bank checking	17,769.75	23,439.05
Key Bank Money Market	17,651.65	550.41 see note 1
UrbanPartnershipBank MoneyMarkt	22,280.84	22,269.73
Total Checking/Savings	57,702.24	46,259.19
Other Current Assets: Inventory	0.00	971.24
Total Current Assets	57,702.24	47,230.43
TOTAL ASSETS	57,702.24	47,230.43
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Payroll Liabilities	299.04	279.77
Sales Tax Payable	-29.41	-29.41
Total Current Liabilities	269.63	250.36
Total Liabilities	269.63	250.36
Equity		
Fund Balances		
Prior Years Unrestricted Funds	41,028.81	41,028.81
Total Fund Balances	41,028.81	41,028.81
Unrestricted Net Assets	4,982.46	465.76
Net Income	11,421.34	5485.5
Total Equity	57,432.61	46,980.07
TOTAL LIABILITIES & EQUITY	57,702.24	47,230.43

note 1 key bank money market total includes one-time legacy donation of \$17,100

Dances of Universal Peace International
January to March 2017
Statement of Sources and Uses of Funds

	Jan - Mar 2017	Budget 2017	% budget ytd
Sources of Funds			
Investments			
Interest-Savings, Short-term CD	12.35	50.00	
Total Investments	<u>12.35</u>	<u>50.00</u>	25%
Revenue - Current Year			
Donations	17,988.76	3500.00	513.96% see note 1
LG Fees - Regions	5,584.83	29,000	19.26%
LG Fees - World Wide Region	937.93	4000.00	23.45%
Sales	0.00	300.00	
Total Revenue - Current Year	<u>24,511.52</u>	<u>36,800.00</u>	66.61%
Revenue Prior Yr			
Fee support		3,000.00	
GC Initiatives		2,000.00	
Total Revenue Prior Year		<u>5,000.00</u>	
Total Sources of Funds	<u>24,523.87</u>	<u>41,850.00</u>	58.60%
Uses of Funds			
Accounting			
QuickBooks payroll service	475.66	475.00	
Total Accounting	<u>475.66</u>	<u>475.00</u>	100.14%
Contract Labor			
Community Coordinator	126.00	700.00	
Executive Director	3,000.00	12,000.00	
Guidance Council Chair	1,625.00	6,500.00	
Outside Contract Services	135.00	0.00	
Total Contract Labor	<u>4,886.00</u>	<u>19,200.00</u>	25.45%
Employee wages			
Office Assistant	1,749.99	7,000.00	
Total Employee wages	<u>1,749.99</u>	<u>7,000.00</u>	25.00%
IN Website Construction			
Technical Designer	2,227.50	2,900.00	76.81%
Total IN Website Construction	<u>2,227.50</u>	<u>2,900.00</u>	
Office Expenses			
Equipment	0.00	100.00	
Internet Services	467.00	1,900.00	
Office Supplies and fees	691.75	900.00	
Payroll Expenses	146.63	500.00	
Postage	90.00	100.00	
Telephone	498.00	2,000.00	
Total Office Expenses	<u>1,893.38</u>	<u>5,500.00</u>	34.43%
Project Budgets			
Guidance Council Initiatives	1,870.00	3,200.00	58.44%
Translation Projects	0.00	500.00	
z-Contingency Fund	0.00	2,974.00	
Total Project Budgets	<u>1,870.00</u>	<u>6,674.00</u>	28.02%
Royalty Expenses	0.00	101.00	
Total Uses of Funds	<u>13,102.53</u>	<u>41,850.00</u>	31.31%
Net Sources and Uses of Funds	<u>11,421.34</u>	<u>0</u>	

note 1 donation includes one-time legacy of \$17,100

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

With reference to the current objectives and previous outcomes, I have

objectives

- continued Russian engagement with mentors and leaders – GC Chair's visit to Russia is scheduled for June
- increased the photo archive (Ecuador)
- set up dance solicitation pages in German, Spanish, Portuguese and Russian (no extra dances received yet); (Dutch page is still to come). Next task is to ask for extra dances, using the newsletter and maybe Facebook.
- updated some dances, but about 36 still need to be edited so that the DUP IN banner is correct. I am hoping to complete this in the very near future. I would like to get more specific information on volunteers who could undertake dance notation.
- booked a feedback meeting with NdL for their autumn meeting, with an update in June at the Ruhaniat summer school.
- begun to draft the next newsletter, to include an Elements of Mastery article

governance

- managed nominations process for new BoD posts
- serviced a legacy sub-committee

website – considerable resource (mine, Bruce's) have been required recently;

- added several pages to Dutch website, updated pages in all languages
- updated contacts in 6 languages on contact listings and on maps for 22 of 28 countries
- arranged SSL certificates for DUP IN and DUPNA to improve security of website and databases; masked some addresses in response to security sensitivities: the new security arrangements add complexity to videos on website, to website pages which are password protected and to word documents such as the enhanced content guides which reference password protected areas.
- updated some of the enhanced content guides, and provided translations for some of the letters detailing passwords: work is in progress on the remaining translations
- updated video access on the website as Flash is no longer a stable means of accessing these
- worked with Bruce to get a prompt on My Info for mobile phone numbers and an opt-out if people do not wish to give their mobile phone numbers.
- no update yet on the French translations proposed by Dominique Asherah Boyer.

4. Guidance Council report

There is no update to report from the Guidance Council at this meeting.

5. Legacy

The Board noted with gratitude the gift from Rosina Horeth of \$17,100, which opens new opportunities to further the Dances of Universal Peace in ways which fall outside of the regular core services and programs supported by Leaders Guild member fees through the annual operating budget. An Initiatives Committee, set up at the most recent Board meeting, and reporting to the Board, with the support of the Guidance Council, is actively considering the most appropriate way forward and will bring forward timely proposals to the Board. Munir moved, Darvesha seconded and the Board approved unanimously a paper defining the initiatives fund. The committee will work further on developing and communicating the proposal.

6. Dates of future BoD meetings (2017):

The following dates for Board meetings and the Annual meeting are proposed, with the Admin Committee meeting the week before the Board meeting.

ADCOM June 6 for **BoD June 13**

ADCOM Sept 19 for **BoD Sept 26**

ADCOM Nov 14 for **BoD Nov 21**

Meetings start at 20.00 UTC November 5 to March 12, and 19.00 UTC March to November ie at noon Seattle time throughout.

8. Any other business

It was agreed to use Zoom for future meetings, and Aziz will put this in place.

The meeting closed at 20.23 UTC.