

# Dances of Universal Peace International

Board of Directors – Tuesday, September 27, 2016, 21.00 UTC

**Board Members Present:** Arjun Jorge Calero, Andrew Rashid Hall, Darvesha Victoria MacDonald (chair), Kabir Stuart McKinnon, Munir Peter Reynolds; Zarifah Spain, Maris Warrior;

**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.*

## Minutes

### 1. Minutes of the BoD ANNUAL meeting held April 12, 2016

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

### 2. Minutes of the BoD meeting held April 12, 2016

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

### 3. 2016 Financial Reports YTD to end of August

## Dances of Universal Peace International Profit & Loss

January through August 2016

	<u>Jan - Aug 16</u>	<u>Budget</u>	<u>£ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Investments				
Interest-Savings, Short-term CD	29.92			
Total Investments	<u>29.92</u>			
Revenue - Current Year				
Donations	4,312.55	1,500.00	2,812.55	287.5%
LG Fees - Regions	23,656.68	28,000.00	-4,343.32	84.49%
LG Fees - World Wide Region	2,636.02	4,670.00	-2,033.98	56.45%

<b>Sales</b>	672.55	500.00	172.55	134.51%
<b>Total Revenue - Current Year</b>	<u>31,307.72</u>	<u>34,670.00</u>	<u>-3,392.20</u>	<u>90.3%</u>
<b>Revenue Prior Yr Fee Support Fund</b>	0.00	2,300.00	-2,300.00	0.0%
<b>Total Income</b>	<u>31,307.72</u>	<u>36,970.00</u>	<u>-5,692.20</u>	<u>84.68%</u>
<b>Gross Profit</b>	<u>31,307.72</u>	<u>36,970.00</u>	<u>-5,692.20</u>	<u>84.68%</u>
<b>Expense</b>				
<b>Accounting</b>				
<b>QuickBooks payroll service</b>	437.30			
<b>Total Accounting</b>	<u>437.30</u>	500.00	-62.70	87.46%
<b>Contract Labor</b>				
<b>Community Coordinator</b>	708.76	600.00	108.76	118.13%
<b>Executive Director</b>	8,000.00	12,000.00	-4,000.00	66.67%
<b>Guidance Council Chair</b>	2,888.00	6,000.00	-3,112.00	48.13%
<b>Total Contract Labor</b>	<u>11,596.76</u>	<u>18,600.00</u>	<u>-7,003.24</u>	<u>62.35%</u>
<b>Employee wages</b>				
<b>Office Assistant</b>	4,333.36	6,500.00	-2,166.64	66.67%
<b>Total Employee wages</b>	<u>4,333.36</u>	<u>6,500.00</u>	<u>-2,166.64</u>	<u>66.67%</u>
<b>IN Website Construction (Technical Design)</b>	1113.75	1000	113.75	111.38%
<b>Office Expenses</b>				
<b>Equipment</b>	0	140	-140	0.00%
<b>Internet Services</b>	1,004.00	1,500.00	-496.00	66.93%
<b>Office Supplies and fees</b>	758.54	700.00	58.54	108.36%
<b>Payroll Expenses</b>	357.75	2,500.00	-2,142.25	14.31%
<b>Photocopying</b>	0.00	20.00	-20.00	0.0%
<b>Postage</b>	86.00	150.00	-64.00	57.33%
<b>Telephone</b>	996.00	1,700.00	-704.00	58.59%
<b>Total Office Expenses</b>	<u>3,202.29</u>	<u>6,710.00</u>	<u>-3,507.71</u>	<u>47.72%</u>
<b>Project Budgets</b>	0.00	2,000.00	-2,000.00	0.0%
<b>Guidance Council Initiatives</b>	500.00			
<b>Translation Projects</b>	173.36			
<b>z-Contingency Fund</b>	0.00	1,660.00	-1,660.00	0.0%
<b>Total Project Budgets</b>	<u>673.36</u>	<u>3,660.00</u>	<u>-2,986.64</u>	<u>18.4%</u>
<b>Royalty Expense</b>	101.00	0.00	101.00	100.0%
<b>Total Expense</b>	<u>21,457.82</u>	<u>36,970.00</u>	<u>-15,512.18</u>	<u>58.04%</u>
<b>Net Ordinary Income</b>	<u>9,849.90</u>		<u>9,849.90</u>	<u>100.0%</u>
<b>Net Income</b>	<u>9,849.90</u>		<u>9,849.90</u>	<u>100.0%</u>

**Dances of Universal Peace  
International  
Statement of Financial Position  
As of August 31, 2016**

	<b>Aug 31, 16</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Key Bank checking	18,178.72
Key Bank Money Market	550.32
UrbanPartnership Bank Money Markt	22,254.97
<b>Total Checking/Savings</b>	40,984.01
<b>Accounts Receivable</b>	
Accounts Receivable	9,576.00
<b>Total Accounts Receivable</b>	9,576.00
<b>Other Current Assets</b>	
Inventory	971.24
<b>Total Other Current Assets</b>	971.24
<b>Total Current Assets</b>	51,531.25
<b>TOTAL ASSETS</b>	<b>51,531.25</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Payroll Liabilities	196.19
Sales Tax Payable	-29.41
<b>Total Other Current Liabilities</b>	166.78
<b>Total Current Liabilities</b>	166.78
<b>Total Liabilities</b>	166.78
<b>Equity</b>	
<b>Fund Balances</b>	
Prior Years Unrestricted Funds	41,028.81
<b>Total Fund Balances</b>	41,028.81
<b>Unrestricted Net Assets</b>	485.76
<b>Net Income</b>	9,849.90
<b>Total Equity</b>	51,364.47
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>51,531.25</b>

Noted in discussion:

- We are ahead of budget on income, notably because donations have exceeded expectations, while expenses are less than budgeted so far this year.
- We have planned for a transition year, with a new ED, and the current surplus is appropriate at the moment.
- We are seeing the effects of the increase in dues from \$30 to \$36, which leaves us with a robust financial position.
- Maybe about half of leaders have changed their payments so far to \$36, and Munir thanked Martha for all her work on this.

#### **4. Executive Director's report**

##### Communications

I circulated a second newsletter in August/September (except in Russian – this is still pending).

I circulated a request for funding for the Dargah from Murshid Saadi.

I have prepared a request for donations for the fee support program.

With thanks to Rashid and Darvesha, we have revitalised the DUP IN Facebook group, and this now has branding consistent with the website.

We have updated the database and contacted leaders so we can begin to collect mobile phone numbers and use these for dues collection.

Portuguese: Maria Lalla Aché has been energetic in translating into Portuguese with a team of colleagues the Leader Guidelines, and key parts of the website, and the recent newsletter.

##### Fee support

With Maria Lalla's help we are also better able to engage with Brazilian leaders who may not have felt the need to pay dues.

I have also been looking at fee support by country eg in Argentina and Bosnia there seem to be no leaders currently paying dues. Arjun has been helpful in providing information for fee collection in Latin America.

Maris and I are in dialogue with most of the Russian mentors to explore how to improve engagement with Russian leaders.

##### Website

The website setup in Portuguese entailed some initial IT costs, but the addition of new pages in translation can be undertaken over time.

Much work is ongoing to update corners of the website eg contacts by country are listed in 2 places in 6 languages and are not updated automatically from the database. I am continuing to update the pages in German and Dutch, and Malika would like to finish the Dutch translations this year.

Other

I have been invited to the Jamiat Khas retreat at the Abode (NY) in November, and look forward to meeting US and other leaders and teachers there. This builds on my face to face contacts with European leaders at the summer school in Germany, and with international teachers visiting the UK.

Looking ahead:

1. we need to set the budget for next year
2. improve country analysis of dues due
3. continue to update website

**4. Guidance Council report:** no report at this time.

**5. Goals and activities, opportunities for volunteering:** members of the Board continue to contribute as outlined in the April minutes, and Arjun contributes valuable information on the dance situation in Latin America and with young leaders.

The budget for next financial year will provide us with an opportunity to include any guidance from the Guidance council for next year's priorities.

**6. Dates of future BoD meetings:**

- (Admin Committee November 15 for) Board meeting on November 22

**7. Any Other Business**

We had a fruitful discussion about the recent report from the Sufi Youth Council, and identified how we could support this with the website.

The meeting closed at 22.00 UTC.