

**DUP International  
Meeting Minutes**

Tuesday February 8, 2011 Telecon Meeting

BOD Present: Darvesha MacDonald, Kabir McKinnon, Allaudin Hill, Maitreya Stevens,

Also Present: Munir Reynolds (Executive Director), Martha Bracken (Office)

Not present: Halima Sussman (BOD), Sky Majida Roshay (Administrative Assistant)

*Note: In MS Word hold down the control key and click on links to follow to documents in the appendix.*

AGENDA

**I. Approval of minutes from December 14, 2010**

Moved by Allaudin, Seconded by Darvesha. Unanimous.

**II. Financial Report** – Review year-end 2010 financial statements

Kabir reviewed the year-end [2010 financial statements](#). Specific expense items are quite a bit at variance with the original plan, but reasons for all. We ended up in the position we hoped to be in at the end of our original end of operation. Kabir feels very positive about our position. He noted also our receipt of \$2,000 anonymous gift at the end of 2010.

**III. Administrative Committee meetings.**

The board reviewed the minutes from two administrative committee meetings held in January. Kabir said that we learned that our request for a grant from Oneness Project has not been approved. It may further considered at an in-body OP meeting the weekend on February 22-23 in Seattle. We will continue to see if we can persuade them to support us.

**IV. Year 2011 Goals** – Board and individual commitment and planning

The board reviewed Munir's written comments about the upcoming year and had a discussion regarding individual commitment to the goals for 2010.

Kabir said that he was expecting to be involved in developing the fundraising strategy, including the issue of continuing collection of LG fees and working with things that support this, like communications. Other things the GC is working on will have the effect of improving the vitality of communications with the mentors. These are the key areas for him.

Darvesha's focus at the moment is the update of the Leaders Guild Guidelines and Mentoring Path Document, which is turning out to be a big project. Kabir has been

helping with the editing of this. After that, she's ready to go back to the idea of an on-line auction. It would work and be fun and Shivadam is willing to be helpful on this. She is also turning her energy toward a gathering at Lama Foundation in 2012. There's a whole new feeling at Lama and it's time to move forward with our plans in this area.

Allaudin asked about the missing contact information in our data base and whether he could be helpful tracking people down. He is willing to work on this. Allaudin is also interested in looking for ways to bring more visibility to the flow of donations and other support to DUP International.

Maitreya spoke about resuming work on the scanning and uploading of Dances to the resource library. He could also offer more of his energy to the technology dimension of our work. Darvesha suggested he might be able to help Shivadam with the auction.

The board acknowledged the donations of translations that we're receiving from volunteers. They discussed several special projects, including raising money to pay the LG fees for people in economically challenged countries. Also setting up a donation program for translations. Money offered for this, even if it's small, helps so much.

#### **V. Guidance Council Update** (information only)

The board reviewed current work being done by the Guidance Council (GC). The GC is working on a revision of the Mentor Guidelines. Some significant nomenclature changes, including from "MTG" to mentors Guild are being considered.

#### **VI. Next Meeting –**

Due to travel schedules a special meeting time is being proposed for March. Board members are asked to respond as to their availability at the usual hour on these dates: March 14, 15 or April 1 or 5. Commencing in May, we would resume meeting on the 2<sup>nd</sup> Tuesday of the month, unless meetings are cancelled.

## Appendix

### DUP International Year End 2010 Profit and Loss Statement

	<u>Jan - Dec 10</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Revenue</b>	30,770.69	30,700.00	100.23%
<b>Total Income</b>	30,770.69	30,700.00	100.23%
<b>Cost of Goods Sold</b>			
<b>Cost of Goods Sold</b>	1,931.44		
<b>Total COGS</b>	1,931.44		

<b>Gross Profit</b>	28,839.25	30,700.00	93.94%
<b>Expense</b>			
<b>Accounting</b>	1,235.16	1,260.00	98.03%
<b>Contract Labor</b>	8,573.75	8,940.00	95.9%
<b>Employee wages</b>	23,249.97	23,250.00	100.0%
<b>IN Website Construction</b>	8,630.43	8,000.00	107.88%
<b>Office Expenses</b>	8,689.64	4,365.00	199.08%
<b>Royalty Expense</b>	399.34		
<b>z-Contingency Fund</b>	809.50	5,000.00	16.19%
<b>Total Expense</b>	<u>51,587.79</u>	<u>50,815.00</u>	<u>101.52%</u>
<b>Net Ordinary Income</b>	<u>-22,748.54</u>	<u>-</u>	<u>113.09%</u>
<b>Net Income</b>	<u><u>-22,748.54</u></u>	<u><u>20,115.00</u></u>	<u><u>113.09%</u></u>

DUP International  
Balance Sheet for December 31, 2010

	<u><b>Dec 31, 10</b></u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Key Bank checking	3,964.68
Key Bank Money Market	15,114.60
Shore Bank Money Market	<u>51,361.34</u>
<b>Total Checking/Savings</b>	70,440.62
<b>Accounts Receivable</b>	
Accounts Receivable	<u>1,479.83</u>
<b>Total Accounts Receivable</b>	1,479.83
<b>Other Current Assets</b>	
Deposits	38.19
Inventory	<u>9,955.63</u>
<b>Total Other Current Assets</b>	<u>9,993.82</u>
<b>Total Current Assets</b>	<u>81,914.27</u>
<b>TOTAL ASSETS</b>	<u><u>81,914.27</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Payroll Liabilities	1,215.47
Payroll Taxes Payable	935.11

<b>Sales Tax Payable</b>	228.60
<b>z- Shalem Center Fund</b>	<u>18,000.00</u>
<b>Total Other Current Liabilities</b>	<u>20,379.18</u>
<b>Total Current Liabilities</b>	<u>20,379.18</u>
<b>Total Liabilities</b>	20,379.18
<b>Equity</b>	
<b>Fund Balances</b>	
<b>Prior Years Unrestricted Funds</b>	88,594.36
<b>Temporarily Restrctied Funds</b>	<u>18,961.12</u>
<b>Total Fund Balances</b>	107,555.48
<b>Opening Balance Equity</b>	-24,000.00
<b>Net Income</b>	<u>-22,020.39</u>
<b>Total Equity</b>	<u>61,535.09</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>81,914.27</u></u>