

**PeaceWorks International Center for the Dances of Universal Peace  
Annual Meeting and  
Board of Directors Telecon Meeting Minutes**

**14 September 2010**

*(Action Items in Italics)*

**BOD Members Present:** Kabir Stuart McKinnon, Darvesha Victoria MacDonald, Halima Sussman, Maitreya Jon Stevens, Allaudin Sandy Hill

**Also present:** Munir Peter Reynolds (Executive Director); Martha Bracken (Office Manager); Sky Majida Roshay (Administrative 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.*

**AGENDA**

Welcome

1. Approve Minutes from June 8, 2010
2. Financial Review
3. Name Change to DUP International
4. Fundraising Discussion
5. Goals and Objectives for 2011
6. Website Update (information)
7. MTG Guidance Council Report to the IN board
8. Memberships Dues Question
9. Next Meeting October 12, 2010

Check Out

**Appendices**

- 1 Financial Statements

**Next Telecon Date:** Tuesday, 12 October, 5 p.m. Eastern time, 3 p.m. Mountain time and 2 p.m. Pacific time.

### **Out of Town Schedules**

Darvesha is out of town from the third week of October through early November.

### **BOARD MEETING MINUTES**

#### **Welcome and Check in**

Munir invites everyone to check in, since it has been a while since the Board last met.

#### **Approve Minutes of the 8 June Telecon**

Halima moves, Kabir seconds, that the minutes of the 8 June BOD telecon be approved for distribution. Passes unanimously (Allaudin absent.)

#### **Financial Review**

Kabir presented the financial statements through August and remarks that we are pretty much on target for this point in the year. The first year's office expenses were underestimated, but all the expenses were necessary, and are balanced by almost no expenditures in the contingency fund. The year shows a loss, but that was expected in order to put everything in place to do the work the Board is doing.

Kabir adds that the budget is very conservative on Leader Guild Fees, that income might be higher than what is budgeted. The worldwide region dues are mostly from South Americans, money brought back by Darvesha, from people who have never been expected to pay dues before.

Halima comments that it is a pleasure to read a financial statement that is transparent, clear, well-organized and that makes sense.

[Financial statements](#) are included as Appendix 1 below.

#### **Name Change to DUP International**

Given the positive feedback to board members and staff on the proposed organization name change to Dances of Universal Peace International, the board discussed and decided to undertake formally changing the organization name with the California Secretary of State and other appropriate agencies. Kabir moved and Darvesha seconded to proceed with this change. Passed by consensus.

## Fundraising Discussion

Kabir begins a follow on discussion to the fundraising points he presented earlier in the year. He hopes that in the future fundraising will become a major activity of the organization, to augment the Leaders Guild fees and contributions. With careful planning and thought we can set goals for fundraising and achieve them.

Kabir outlines five categories of fundraising avenues.

The first one is Ongoing periodic solicitations in support of operations; the audience for this is mostly members of the Leaders Guild, so a discussion is necessary of where our guild fees are coming from and when is the right time to begin asking for additional funding from leaders or, for example, a request for donations to a fund to pay guild fees for leaders who can't afford it.

Munir agrees that some research is necessary into who is paying guild fees, and perhaps some phone calls to leaders who have fallen through the cracks. Kabir points out that when developing a fundraising effort aimed at leaders, we will need to coordinate with the regions, which have their own fundraising efforts, like North America's end-of-the-year holiday card donation request.

Major project-based fund raising, the second category, refers to foundations like Oneness Project. If a major project were defined, funds might be obtained for that. It needs to be well thought out, especially on who you were going to seek funding from. This is not an approach that would be used often.

Minor project-based fund raising is similar, except at a more grass roots level, the example being the thermometer on the town square showing how close the town is to reaching its fundraising goal for a specific project.

Bequests is a category that is fairly self-explanatory. A Donation Bowl is an ongoing donation option aimed at people who are feeling generous.

Kabir asks what our relationship is with SRI and DUP NA, especially, in doing fundraising, so that we are not all asking the same people. We need to sit down and think about this.

Board members offered comments regarding ideas for encouraging an atmosphere of generosity in our communications, etc. without constant appeals for money.

Kabir likes these thoughts, and points out that this is something IN can do without consulting with the other organizations, because we are opening to accepting contributions rather than soliciting donations. Halima says DHO has an artful way of soliciting money that involves offering a practice and then asking for donations, very skillfully worded.

*Kabir says he would be happy to work with Munir on a plan for the ideas that have come forward to this point. Darvesha adds that once the new website is up, she will focus an online auction; Kabir suggests skipping the holiday season and bring that up in the spring. Darvesha agrees.*

Munir points out that it is a tough world for non-profits right now, which is why we are receiving so many solicitations. We need to be very clear on what we are offering and make sure we keep strengthening the backbone of that (the leaders guild) and at the same time asking people directly for monetary gifts, including some of the life members. *Munir will move forward on this idea, probably with a small committee.*

Kabir stresses that from a financial perspective, we are okay if income doesn't come in that fast, and that we need to approach fundraising plans thoughtfully. He believes it will be necessary to reassess the amount of the guild fees, but would prefer not to address that for three years.

Allaudin brings up the topic of bequests and the age distribution of our leaders. A discussion of endowment funding ensues. Kabir says he has begun to question the desirability of endowments as an ongoing funding source; he wonders whether they amount to hoarding and whether it would be preferable to seek a flow of donations for areas of need. Allaudin points out that upcoming generations may not be as wealthy as the current elders, which makes the idea of endowment funds a bit more serious. Darvesha feels there should be a section on the website about leaving bequests to the organization.

### **Goals and Objectives for 2011**

Munir feels the Board needs to consider some plans for 2011 that are in alignment with our goals. Kabir appreciates Munir bringing this up this early in 2010, and feels that this conversation be important over the next few months, starting with a group to begin creating a list for the Board to consider.

Darvesha suggests that a North American mentors' gathering at Lama would be appropriate. Munir mentioned the possibility of streaming dance leader trainings on the web. Halima points out that both of these are more goals of the Guidance Council and the role of the Board would be to implement these ideas. Munir says

that now that the GC has an administrative arm, what initiatives would it like to see happen in 2011? Halima suggests asking the GC what their goals for 2011 might be and how the Board might support them. Kabir likes the idea and points out that if the GC list is beyond the financial capacity of the Board then there is a great focus for our fundraising. *This will be discussed in the GC meeting tomorrow.*

Other goals are directly within the role of the Board, like continuing to develop the website. Munir suggests that ideas continue to come up within both bodies and see if there can be a synthesis of them for 2011.

### **Website Update (information)**

We're nearing completion of the web site. Munir will bring the new site on line the week of October 11<sup>th</sup>. Work is still being done on functionality and images. Munir will send user names and passwords to the board later in September so that all can have a careful look at the site before it is introduced to the Leaders Guild.

The October 2010 Leaders Guild e-newsletter describes the utility and functionality of the site.

The board discussed some issues around copyright of materials placed on the web.

### **Membership Dues Question**

Halima presents a question posed to her, of a Dance leader who was told that she would have to join Peaceworks in order to continue leading Dances. Her answer, posted on In The Garden, is posted here; she asks if the Board agrees with what she said. Board says, Yes! She adds that this points up that the Guidelines are not completely clear on the subject of guild fees.

Thank you for this question! It shines light on an important agreement that could be (and in the future will be!) more clearly referenced in the new guidelines.

At this point in time ALL mentored dance leaders are asked to support the work of the MTG and the region in which they live, regardless of whether they are seeking certification or are already certified. When someone is leading the dances, they are tapping into the lineage stream of transmission and hold all the joys and the responsibilities that go along with this. All mentored dance leaders are automatically part of the 'Leader's Guild' and thus are linked to all those who also lead the Dances and Walks. Joining one's regional network supports both International and Regional efforts to keep us connected with the transmission stream of the dances and the Mentor Teachers Guild, other Leader's Guild members, and worldwide dance circles. It also directly supports the ongoing

work of the MTG to train, support, and nourish dance leaders and mentors worldwide. Whether one wants to be certified or not is a personal choice - certification is simply recognition of accomplishment along the path of dance leading. So the expectation is YES - If one is a mentored leader of the Dances and Walks, one agrees to be a supporting member of one's Regional network. The regional network sends a portion of the received membership fee to DUP International for direct support of the MTG. There are some dance leaders who live in areas without an organized region or who choose not be part of their region. These folks can contribute directly to DUP International.

Being a contributing member is currently referred to in the new guidelines in two places:

#### Dance Leader's Journey

Finding a Mentor (applicable to all mentored leaders), p. 3:

"Once the mentoring relationship has been formed, it is the responsibility of the mentee to keep the Agreements, stay in a working relationship with their mentor, and remain current with their membership."

Criteria for Certification, p 4:

"Traveling with one's mentor, maintaining an active spiritual practice, studying the Elements of Mastery, developing the capacity for unflinching self-witnessing, and maintaining membership currency are the prerequisites for certification."

### **MTG Guidance Council Report to the IN board**

Munir reports that there is a meeting with that group tomorrow.

### **Closing**

Munir thanks everyone for being on the call and setting a rhythm for the rest of the year.

## APPENDICES

### Appendix 1: 2010 Year to August 31 Financial Reports Income and Expense

	<u>Jan-Aug 2010</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Revenue</b>			
<b>LG Fees - Regions</b>	10,130.68	15,000.00	67.54%
<b>LG Fees - World Wide Region</b>	381.90	2,500.00	15.28%
<b>On-line auction</b>	0.00	4,000.00	0.0%
<b>Oneness Project Grant</b>	5,200.00	5,200.00	100.0%
<b>Special gifts solicitation</b>	0.00	4,000.00	0.0%
<b>Total Revenue</b>	<u>15,712.58</u>	<u>30,700.00</u>	<u>51.18%</u>
<b>Total Income</b>	<u>15,712.58</u>	<u>30,700.00</u>	<u>51.18%</u>
<b>Gross Profit</b>	15,712.58	30,700.00	51.18%
<b>Expense</b>			
<b>Accounting</b>			
<b>Financial advisor</b>	212.50	300.00	70.83%
<b>QuickBooks payroll service</b>	272.66	260.00	104.87%
<b>Tax preparer</b>	750.00	700.00	107.14%
<b>Total Accounting</b>	<u>1,235.16</u>	<u>1,260.00</u>	<u>98.03%</u>
<b>Contract Labor</b>			
<b>Admin Assist</b>	727.50	1,440.00	50.52%
<b>MTG Guidance Council Chair</b>	3,750.00	7,500.00	50.0%
<b>Total Contract Labor</b>	<u>4,477.50</u>	<u>8,940.00</u>	<u>50.08%</u>
<b>Employee wages</b>			
<b>Executive Director</b>	10,733.36	17,400.00	61.69%
<b>Office Assistant</b>	4,344.41	5,850.00	74.26%
<b>Total Employee wages</b>	<u>15,077.77</u>	<u>23,250.00</u>	<u>64.85%</u>
<b>IN Website Construction</b>			
<b>Site Builder</b>	1,000.00	1,500.00	66.67%
<b>Technical Designer</b>	0.00	4,000.00	0.0%
<b>z-Misc &amp; Contingency</b>	1,013.00	2,500.00	40.52%
<b>Total IN Website Construction</b>	<u>2,013.00</u>	<u>8,000.00</u>	<u>25.16%</u>
<b>Office Expenses</b>			
<b>Internet Services</b>	669.57	180.00	371.98%
<b>Office Supplies</b>	848.08	660.00	128.5%
<b>Payroll Expenses</b>	2,437.18	1,805.00	135.02%
<b>Photocopying</b>	4.10	200.00	2.05%

Rent	867.25	600.00	144.54%
Telephone	834.40	720.00	115.89%
Transport	0.00	200.00	0.0%
<b>Total Office Expenses</b>	<u>5,660.58</u>	<u>4,365.00</u>	<u>129.68%</u>
<b>z-Contingency Fund</b>	<u>809.50</u>	<u>5,000.00</u>	<u>16.19%</u>
<b>Total Expense</b>	<u>29,273.51</u>	<u>50,815.00</u>	<u>57.61%</u>
<b>Net Ordinary Income</b>	<u>-13,560.93</u>	<u>-</u>	<u>67.42%</u>
<b>Net Income</b>	<u><u>-13,560.93</u></u>	<u><u>20,115.00</u></u>	<u><u>67.42%</u></u>

## Balance Sheet

	<u>Aug 31, 10</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Key Bank checking	3,614.27
Key Bank Money Market	26,494.06
Shore Bank Money Market	<u>51,067.35</u>
<b>Total Checking/Savings</b>	81,175.68
<b>Accounts Receivable</b>	
Accounts Receivable	<u>1,737.58</u>
<b>Total Accounts Receivable</b>	1,737.58
<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>92,907.08</u>
<b>TOTAL ASSETS</b>	<u><u>92,907.08</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Payroll Liabilities	1,111.73
Payroll Taxes Payable	935.11
Sales Tax Payable	241.45
z- Abwoon Study Circle Fund	<u>18,000.00</u>
<b>Total Other Current Liabilities</b>	<u>20,288.29</u>

<b>Total Current Liabilities</b>	<u>20,288.29</u>
<b>Total Liabilities</b>	20,288.29
<b>Equity</b>	
<b>Fund Balances</b>	
<b>Prior Years Unrestricted Funds</b>	88,702.02
<b>Temporarily Restrcted Funds</b>	<u>18,961.12</u>
<b>Total Fund Balances</b>	107,663.14
<b>Opening Balance Equity</b>	-24,000.00
<b>Net Income</b>	<u>-11,044.35</u>
<b>Total Equity</b>	<u>72,618.79</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>92,907.08</u></u>