**Minutes of the AMB Circle of Friends Board Meeting March 10, 2016**

Present: Dennis Wolterding, President; Jerry Edwards, Vice President; Laura Crabtree, Secretary; Jeff Stearns, Treasurer; Judy Mangold, Service Director; Steve Koren, Fundraising Director; Adrienne Kritz Geller, Director at Large; Don McBride, Director at Large; Joe DiSabatino, Guest.

The Meeting opened with a reading from Beams of Avatar Meher Baba.

Judy Mangold read the norms.

A motion by Treasurer Jeff Stearns to approve the Minutes from February 6 and February 27 was seconded by Vice President Jerry Edwards and approved unanimously.

**President’s Report: Dennis Wolterding**

The President’s Report was deferred to New Business.

**Vice President’s Report: Jerry Edwards**

Jerry will have meetings with John Leiter and Bill and Janet Files. Judy will accompany Jerry to see the Fileses.

Monthly donations need to be easy to make. We need to make sure that our Paypal button is working. Some people have had trouble setting up donations. **Jerry will get with Chris to see what needs to be done.**  We need to strongly encourage automatic bankdrafts for Avatar Meher Baba’s Home in the Mall. Dennis wrote a piece for the Circle News.

**Secretary’s Report: Laura Crabtree**

A draft of the flyer is ready for the printer **when Laura receives the** **new photos from Dennis**. **We will order 500 copies from Minuteman Press.**

**Treasurer’s Report: Jeff Stearns**

We now have a capital account with $1,000.00 opening balance. The statement for our operating account is as follows:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **TrDate** | **TrNumber** | **Item** | **Debt** | **Deposit** | **Balance** | **Operating** | **CC** |
| **2/1/2016** |  | **Beginning Balance** |  |  | **6,001.05** |  |  |
| 2/1/2016 | ck# 870002 | Chris Ott IT work | 150.00 |  | 5,851.05 |  |  |
| 2/2/2016 | Paypal dep | donations |  | 133.25 | 5,984.30 | 94.73 | 38.52 |
| 2/3/2016 | Ck dep | donations |  | 78.00 | 6,062.30 | 28.00 | 50.00 |
| 2/4/2016 | Ck#1353 | obituary Adele Wolkin | 590.00 |  | 5,472.30 |  |  |
| 2/8/2016 | Returned ck |  | 7.00 |  | 5,465.30 |  |  |
| 2/9/2016 | Debit card pur | aid to family | 50.00 |  | 5,415.30 |  |  |
| 2/10/2016 | Ck dep | donation |  | 590.00 | 6,005.30 |  |  |
| 2/10/2016 | Debit card pur | Scanpo Membership | 100.00 |  | 5,905.30 |  |  |
| 2/12/2016 | Paypal dep | donation |  | 10.00 | 5,915.30 |  | 10.00 |
| 2/16/2016 | ck#1354 | Phoenix Rennaisance | 200.00 |  | 5,715.30 |  |  |
| 2/16/2016 | Paypal dep | donations |  | 28.74 | 5,744.04 |  |  |
| 2/17/2016 | Ck dep | donation |  | 50.00 | 5,794.04 |  | 50.00 |
| 2/23/2016 | Ck dep | donations |  | 107.00 | 5,901.04 | 57.00 | 50.00 |
| 2/24/2016 | Paypal dep | donations |  | 33.33 | 5,934.37 | 33.33 |  |
| **2/29/2016** |  | **Ending balance** |  |  | **5,934.37** |  |  |
|  |  |  |  |  |  |  |  |
| 3/1/2016 | Ck#870003 | Chris Ott IT work | 150.00 |  | 5,784.37 |  |  |
| 3/2/2016 | Ck dep | donation |  | 40.00 | 5,824.37 |  |  |
| 3/2/2016 | Ck dep | donation |  | 450.00 | 6,274.37 |  |  |
| 3/3/2016 | ck#1355 | Beacon ins group | 418.00 |  | 5,856.37 |  |  |
| 3/4/2016 | transfer | from op acct to Center Fund acct | 1,000.00 |  | 4,856.37 |  |  |
| **3/4/2016** |  | **Ending Balance March 4, 2016** |  |  | **4,856.37** |  |  |

**Service Director’s Report: Judy Mangold**

Deferred to Old Business

**Fundraising Director: Steve Koren**

Application to Walmart for grant: we would have better luck with an online application. We have a possibility of getting $250 to $2500. We are a faith-based organization. Hunger relief, healthy eating, sustainability, health care education are categories we could apply under. **Steve will fill out the application online. Jerry, Laura and Dennis can help with information.**

Some individuals are interested in using the space for business. We cannot do it. It would violate our license agreement and our insurance policy. Classes and workshops are fine though.

Crowdfunding will be an option after we send out flyers.

**Old Business**

Baba Buddy System. Judy has compiled a list of potential beneficiaries. She has not talked to every one of them yet. Before we go further, Judy will write an article for the Circle News about the Baba In Human Form Buddy System. We want to find people who would like a call every day. We will need to have a training course. We can’t necessarily intervene if they have other needs, but this is a start. We need a permission form from those who would like calls. Judy will think further about this before we go forward.

Jerry suggested a monthly medical alert service as advertised in AARP. **Jerry can send the information to the Directors.** This would be an adjunct only. There may be a free service for those with low income. We need to research this.

Mercy Care can be consulted for possible services to the elderly and disabled.

**Other New Business**

Joe DiSabatino would like to have a venue to present plays and a theater group. We could have a suggested donation. Wants the freedom to perform what he wants when he wants. We would like to see Joe do his plays in this space. We need a stage, but we don’t know what kind. Money is an issue. Joe could fill the space. The mall can provide chairs with lead time. Jeff knows a place that rents chairs for very reasonable rates, could pick them up with his trailer.

Baba’s Home in the Mall. The License Agreement was signed yesterday. E-copies were sent to the Directors, and it was published in the Circle News. We can have private events, but once we open, we should open all at once. Our first problem is to get the space decorated. Needs to be pretty, with signage. Dennis and whoever wants to will meet at the space tomorrow at 12:30 to pick up the keys. We need a way to make the space private. Judy and Rita Connie are working on panels for the windows. They will be hung on wire, can be easily changed.

**Responsibilities**

We need a back door lock. Keys will be made for the locks**. Cleaning party Saturday, March 19th, 1:30 PM, also buy toilet paper, soap. Judy can bring or buy cleaning supplies.** **We will call Jim West to clean the carpet.**  Rita Connie has sketched a plan. Katherine Cox will submit a proposal. (**We will have a Circle Cinema showing March 20 at Jerry’s, since the space will not be ready yet: Dr. Murty.**) Once we open the space, we must have the gates open Friday to Sunday 2 to 6 PM. It would be good to have two people there at once. **We need to have a steady supply of Universal Messages. We can get stickers printed with our logo to put on the Universal Messages. Maybe we could stock the Center brochure as well. We could ask. We need to meet with the Center Board in case they have questions or requests. We need giveaway literature and items, maybe a pen. We will look for a discount. We also could have a library. Judy has a complete set of Lord Meher from Adele and other books. We need a TV screen and DVD player for Baba films. We need to draw up a list of décor items and furnishings for Katherine. Dennis will donate a coffee maker.**

Reservation Form: Laura will add language to the effect that businesses cannot sublet the space, since that would violate our license agreement and our insurance policy. Vice President Jerry Edwards made a motion to approve the Circle Center Reservation Form as amended. The motion was seconded by Service Director Judy Mangold and approved unanimously.

Items such as art, books, and other related items may be sold on the premises. Everything will be advertised as a Circle of Friends event, with a suggested donation. That way we avoid the appearance of a sublease. We could stock some books from Sheriar Foundation. Craft items are also permitted.

Safety is a concern for women. According to Mall personnel, no woman has been attacked in the Mall. We can encourage people to park in a certain area and provide escorts to cars on request. Noise is a concern. Muzak can be reduced in volume. We might be able to cut off the speakers in front of our space**. We will have a fundraising party in April. We will need to have chairs. Think about a date.** We can ask people to bring food, but it should be simple since we do not have facilities. **We will set the date at the next meeting.**  Dennis is working on the Hold Harmless Agreement. It will date from March 11, 2016 to March 1, 2017, or fraction thereof if we close early: $850 rent plus $200 utilities plus $130 insurance plus $26 waste disposal equals about $1200 per month fixed expenses, for which the named parties in the Hold Harmless Agreement will be responsible. Our license agreement will be month to month, but they will be responsible as needed until the agreement is terminated. Some provisos will be included: that the Circle Board will vote to use the general fund excepting $500.00, or an agreed on minimum amount, for Circle Center expenses if needed, that the Circle Board will vote to hold fundraising events as needed to meet the expenses, that we will dispose of any liquid assets to help meet Circle Center expenses, that the Board will vote to take steps to close the Circle Center if the funds are not forthcoming. Judy would like to start inviting people to use the space. We should wait until it is decorated.

Signage has to be approved by the mall. Dennis has called an approved vendor. The sign could read THE CIRCLE CENTER  
 Avatar Meher Baba’s Circle of Friends

with our logo. Inside could be a Mastery In Servitude plaque. Director at Large Don McBride would like the plaque outside. We have a very large façade, and will need a large sign.

**Old Business**

Passions

**Director at Large Adrienne Kritz Geller: I like the idea of the food, the White Pony Express idea. I thought that’s so much with Baba, not to waste any food, to be able to try and find a way of coordinating that. I had a business delivering food for seven years, all organic.**

**The next thing is getting flyers out and calling people. Dennis will send the new photos.**

Vice President Jerry Edwards made a motion to adjourn, seconded by Secretary Laura Crabtree, approved by all Directors present.

Respectfully submitted,

Laura Crabtree