



Bharatiya Temple of Lansing: Monthly Temple Board Meeting

February 2nd 2014

Time: 2:00 PM – 4:00 PM

Place: Temple

Present: Ashokji, Madanji, Bidhanji, Mathiji, Sarala, Vaniji, and Manasiji (Meenaji joined on phone)

Absent: Sanjayji

Reported by; Sarala

Agenda Item	Discussion	Action
Temple member appreciation dinner on February 22 nd 2014 (Saturday)	<p>Bidanji – All 3 restaurants wants to help temple. We have to give some kind of guidelines to the them. General idea is to get 30% back. Reddy (Sindhu) offered to sell the tickets on temples behalf and donate everything to temple for Diwali</p> <p>Ashokji – As far as he can recall, for basic food of \$ 5.00 per plate. Bidanji said, it was for 1st Sunday pooja. Now, we have to give the menu and with fixed price. Manasiji agreed to meet with Bidanji to come up with guidelines and quotes. Manasiji wondered if Ashokji can start the program. Ashokji is not available because of prior personal appointment.</p> <p>Bidanji, said “ since we are doing this for the first time, lets make it really nice. All board members extended their help in arranging the tables and beautifying the place.</p> <p>Madanji, suggested to have a cut-off date for notification to the members. RSVP through “evite” suggested.</p> <p>Bidanji requested to have the members list by Feb 5th . Madanji suggested to get it from Panditji and Shivji has the information on the life members. Shivji suggested to update the e-mail list by grouping the members in to 4 groups and personally calling to get</p>	<ul style="list-style-type: none">• Bidanji and Manasiji to work together for guidelines regarding food catering from local vendors.• 220 members expected to attend• Budget for dinner is \$ 8.00 to \$ 10.00 per plate.• Program will start at 5:30 PM and end at 7:35 PM• Program is in the basement• Volunteers to set up for food and decorations.• Planning committee to meet once before the program• Evite is going on Feb 11th• Manasiji will welcome the members and introduce the group that are performing• Bidanji and Meenaji to thank the program participants

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	<p>correct and current e-mail addresses. Each board member can call 20 people. Shivji said, he has a donor list of 784 people who donated last year. For these 784 people, we have only about 400 e-mails. Mathiji suggested, to send evite for those who have e-mails and mail for people whom we don't have and evite e-mail bouncing back, we can follow-up by calling them.</p>	<ul style="list-style-type: none"> • Each board members to call list of members to update e-mail list.
<p>Update of temple website.</p>	<p>Shivji said, currently temple is using MicroSoft Access database. With current database people who has experience to manually correct the glitch. Ashokji asked, if there is a better system. Bidanji, replied that we are maintaining 2 systems. One is for accounting and the other for this. Shivji said, whatever the system we get, we have to customize it.</p> <p>Madanji suggested, Shivji can take a lead on it and form a committee and give suggestions to the board.</p> <p>Madanji suggested that both priests should be help in updating the e-mail list.</p> <p>Mathiji suggested to have a notification board on hundi reminding devotees to update the e-mail and information.</p>	<ul style="list-style-type: none"> • Shivji to take a lead and form a committee and come up with a proposal for new database system and or improvements • From accounting point of view Madanji also to help in the initial stages. • Mathiji to have a sign ready and to remind priests about updating e-mail list and keeping up with it.
<p>Sanctum and Main Hall Painting</p>	<p>Sarala said, “color has been selected with the help of interior decorator and the main hall area has been painted. Even sanctum area has been painted with white color”.</p> <p>Ashokji commented, “ ceiling also has been painted which costed \$ 300.00” and Madanji reported that all has been paid.</p> <p>Bidanji said, “ Gopuram is not yet painted because it needs special skill”. Madanji said “ repeated painting of gopuram will spoil the architectural details”.</p> <p>Bidanji suggested “ there is lot of oil and dust accumulation which needs to be cleaned. We can try during the February 15th cleaning.</p>	<ul style="list-style-type: none"> • Painting action complete • Itemize the list of things to clean • Cleaning scheduled for Feb 15th • Deep cleaning of basement planned for February 15th

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Constitution update	<p>Madanji said “ I and Sanjay Gupta are working with the Constitution committee and we are making good progress and hopefully within a month we should be able to have a final draft ready for Board members for review and comments before committee finalize for the temple members to vote”</p> <p>Bidanji recollected all the changes in the constitution old and new languages has to be transparent per discussion by general body meeting.</p>	<p>Madanji to find the copy of original constitution, if available.</p> <p>Board's recommendations to be e-mailed to the members to reply back (with suggestions or comments) within a given dead line (before general body meeting)</p>
	<p>The is the Treasurer's (Madanji's) Report for 2013 and 2014 for the meeting dated February 2,2014:</p> <p>1) All Donation Receipts for 2013 as required by IRS has been either mailed through email or hard copy by USPS mail on or before January 31,2014 deadline. (Devotees who assisted me primarily were Shiv Singh and Samip in getting all donation posting ready for Shiv to sort). In addition Sashriji and Jaglanji helped me mailing about 200 donation receipts through post office mail system.</p> <p>2) As informed earlier to all of you I made additional \$30,000.00 (total for the year \$60,000)payment towards the mortgage principal on December 31, 2013. That leaves our principal mortgage about \$426,000.00.</p> <p>3) I have converted the 5/3 Bank business checking account to elite business checking account (there is a required minimum balance of \$25,000.00 to be maintained in the checking account which we always had) to prevent the service charges when we exceed the number of checks deposited about more than 250 in a month. This happened this year twice costing more than \$100.00. However at my request they have waived the fees and credited back to our account</p> <p>4) Bank Balance per bank was \$72,861.40</p> <p>5) Temple Telephone continued to be utilized for the personal use by the priests that resulted in international phone calls charges appeared on the bill we have received the reimbursement from the priest already please note.</p>	<p>For item 5) priest committee to have a checklist to be reported back every week. Vaniji requested each board member to to suggest items for the check list if any.</p> <p>Also, priests not to use temple telephone for personal use.</p>

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	<p>I have a general question for the board is in the age of personal mobile/cell phones why the temple business telephone is being utilized by the priests for personal use.</p> <p>If we continued to have the business need for long distance calls we have to pay additional \$7.00 per month to restrict the international calls to prevent in future charges to happen again. (As a good business policy, today Board has adviced to the priest committee to ask the priests not to use temple business phone for personal use unless there is an emergency and they cannot use their personal phone)</p> <p>6) Proposed Budget for 2014 is \$240,000.00.</p> <ul style="list-style-type: none"> a. Payroll \$60,000 b. Insurance 25,000 c. Interest 16,000 d. Utilities 25,000 e. maintenance and repairs \$40,000 f. Special Programs \$20,000 g. Lawn care and cleaning and misc. \$20,000 h. Misc Projects \$24,000 sub total \$230,000 i. Depreciation \$65,000 with Depreciation \$295,000 <p>7) Priests when assigned by the temple board for services to other temple(s) then remuneration received is temple revenue not priest services subject to commission earned. The Daxina received by the assigned priest when goes to the other temples will be shared equally between both priests as the priest services earned by the priest is divided equally.</p>	<p>Item 7) is being reviewed by the priest committee.</p> <p>Budget motion approved.</p>
Youth Engagement Committee	<p>Sarala reported, for the first time in temple history youth camp was conducted through temple board and tried to involve youth in bonding to temple. Response was lukewarm may be because of youth having too many prior commitments.</p> <p>Board decided to encourage youth to become members of the temple for \$ 25.00/year</p>	<p>Continue to engage with the help of interested enlisted members in the community.</p> <p>Dr Raju to help with on-going lecture series</p>

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	Any member can rent the temple basement for \$ 50.00/hour (during temple operating hours only) and take responsibility for premises that they rented for. Minimum rental time is 2 hours.	
Estate Gift Seminar	Ashokji said, “speaker is really good and he heard him in MAPI” and he encouraged all board members to attend and invite all their friends. Attorneys available for about 1 hour.	
Religious and Social Events	Bidanji proposed for flat rate of \$ 200.00 for social events in the temple.	Board passed the motion.
Other	<p>Madanji expressed that the repeated calling by priests for snow removal is causing problems, especially this year when the services were overwhelmed with emergencies. First priority is to clear the temple premises. Also, many things have been fixed in panditji's house. Now, we have to look in to Shastriji.</p> <p>Chinmaya mission supervisor has a key to open. Board requested Meenaji to see if they are agreeable to conduct classes at 4:30 PM when temple opens.</p> <p>Other suggestion is instead of giving key to one responsible person, every other week each priest to come slightly early in helping the opening temple for Sunday classes.</p> <p>Ashokji said, the temple keys cannot be given to anybody. If maintenance people need the key, it should be taken from priests or the board.</p> <p>Mathiji said, he has 3 volunteers who are willing to donate \$ 1500.00 but they wanted it to be used purchasing vacuum cleaner. They want to find out if this is considered as temple donation (tax exempt) and how to go about it. Madanji suggested that they make a donation to the temple and temple will purchase the vacuum cleaner and Mathiji can work out the details.</p>	<p>Shastriji to make a list of things to be done in his house and convey to the board</p> <p>Meenaji to discuss with Chinmaya Mission for change in time.</p> <p>Manasiji to modify the language for membership requirements for cultural programs</p>