

Bharatiya Temple of Lansing - Monthly Temple Board Meeting			
January 05, 2020			
Time: 2:15 PM – 4:00 PM			
Location: Temple			
Reported by : Manasi Upadhye			
Attendees			
X	Mr. Ramesh Devaram		Mrs. Meena Sharma
X	Mrs. Prashanti Boinapally		Mrs. Sapna Sood
X	Mr Pradeep Kumar	X	Mr. Gundamraj Rao
X	Mr. Chandrashekar Rayannavar	X	Mr. Rampal Agrawal
X	Mrs. Manasi Upadhye		
Additional Attendees			

Agenda Item	Discussion	Action
Prayer	Meeting started with a prayer	
Thank outgoing and welcome incoming board members	Rameshji expressed sincere thanks for the contributions from the outgoing board members and welcomed the newly elected board members.	
Electing Chair, Vice Chair, Treasurer, and Secretary	Board attending the meeting unanimously elected following board members for the below positions – Chair – Mr. Ramesh Devaram Vice Chair – Mrs. Meena Sharma Treasurer – Mr. Chandrashekar Rayannavar Secretary – Mrs. Manasi Upadhye	
Terms of Board members	Below are the details for the existing board members being on the board as of Jan 2020. Gundamraj Rao – Starting 6 th year Ramesh Devaram – Starting 5 th year Sapana Sood – Starting 3 rd year Meena Sharma – Starting 2 nd year Pradeep Kumar – Starting 2 nd year Chandrashekar Rayannavar – 1 st year Manasi Upadhye – Starting 1 st year Rampal Agrawal – Starting 1 st year	
Board Meeting format	For the optimal utilization of the meeting time, following format for the board meeting was discussed and agreed by the attendees.	For all Board Members – Everybody on the board will try their best to attend the meeting.

	<ul style="list-style-type: none"> - Meeting will happen on the first Sunday of each month. - Time of the meeting will be from 2:00 to 4:00 PM. - Each committee chair person will send inputs to the board members 3 days prior to the meeting. - All the board members will review the inputs prior to coming to the meeting. - Last 15 minutes of the meeting will be for utilized for process improvement discussion. 	Meeting will not be rescheduled as long as there are 5 members attending the meeting.
Mode of Communication	Email will be the official mode of communication for the board members.	
Donation Receipts	Donation Receipts will be sent to the devotees by end of January.	
Formation of various committees	Committees will be formed in the February meeting.	
Maintenance Projects	Pradeepji shared information about multiple maintenance projects. He will be prioritizing the projects and share the list with the board.	Pradeepji to share a prioritized list of maintenance projects.
Credit Card for Pradeepji/Maintenance Committee	Mathi's card can be cancelled and a new card can be requested for Pradeepji.	Rameshji
Finance Update	<p>Current balance information was communicated by Rameshji.</p> <p>Monthly operational cost for the temple is \$15,000/-.</p> <p>It is necessary to think about ways to collect at least \$15,000 per month through various modes like donations, religious activities etc.</p> <p>Providing an option on the temple website for the devotees to contribute may help. Need to investigate pros and cons of this option.</p>	
Outreach	<p>Keep the temple website up-to-date with important events during the month.</p> <p>Share upcoming event information of the FB page.</p>	
Next Meeting	February 2, 2020 from 2 to 4 PM.	