

Bharatiya Temple of Lansing - Monthly Temple Board Meeting			
September 13, 2020			
Time: 2:00 PM – 4:00 PM			
Location: Zoom Meeting			
Reported by: Manasi Upadhye			
Attendees			
	Mr. Ramesh Devaram	X	Mrs. Meena Sharma
X	Mrs. Prashanti Boinapally	X	Mrs. Sapna Sood
X	Mr Pardeep Kumar		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	
Review pending action items from previous meeting if any	All the pending action items were reviewed. Notes are added to the respective sections.	
Meeting format & discussion/ follow up	Timely communication is the key. Respect each other's time, communicate promptly. If information is already shared with the board via email during the month then no need to add to the EOM update email.	
Finance Update	No questions on Finance committee updates provided by Chandrashekarji.	
	Good to have an estimate of how much money we are losing per month. Contact Nidhi who works in a bank to understand a better way for getting donations online. Currently we are using PayPal.	Rampalji to contact Nidhi.
Infrastructure & Operations Committee update	No questions on the updates.	
Priest Committee updates	Priest hours: Priests have requested to do 3 hours in the morning and 3 hours in the evening. Number of working hours are the same. – Keep the time as it is as it is working fine with the current situation.	

	<p>Outside puja: Are we planning to include more pujas to our limited categories of external pujas – Safety first, so no change for now. – Bhoomi Puja, Wedding, Death related activities. No yearly Shradhha, no guruh pravesh.</p> <p>Communicate requests from Shastriji – Can we switch off the ‘Open’ sign? - Ok to switch off.</p> <ul style="list-style-type: none"> - Priests are informed to call 911 if there is a need. - There is a book with actions to be taken in case of different emergency situation. - Good to have a WhatsApp group with Chair, Co-chair and Maintenance committee chair. - Add a display in the front lobby and a door buzzer – <p>Priest committee will work on the priest contract.</p> <p>Bonus will be given only for Diwali during this year due to lack of funds.</p>	<p>Prashanti to make a group.</p> <p>Pardeepji will get the cost estimate and communicate to the board.</p> <p>Board Members - suggestions if any share by Wednesday – September 16.</p>
<p>Religious Events Committee Updates</p>	<p>No questions on updates shared by Meenaji.</p> <p>Navaratri -> get inputs from the Coordinators for conducting the event.</p> <p>Criteria for recognizing the devotees.</p> <p>Puja committee to inform the event coordinators, to contact Outreach Committee Chair at least two weeks prior to event day if they need a live telecast</p>	<p>Discuss in next meeting.</p>
<p>Community Outreach Committee Updates</p>	<p>No questions on the updates given by the outreach committee.</p> <p>Kalyanam group – ok to send a packet with haldi, Kumkum -> Packets will be prepared by the coordinators.</p>	

	<p>Live telecast – guideline -> ok to show more of the temple. Prashanti to provide guidance to the priests.</p> <p>Upload the meeting minutes to the temple website – pending for last couple of meetings.</p> <p>Guidance document update for the new live telecast guidelines along with additional responsibilities of the outreach committee prepared by Prashanti.</p> <p>Board approved live fb telecast of all the weekly Abhishekams - Shri Venketeshwar, Ganapati & Shiv</p>	<p>Action item for Ramesh.</p> <p>Action item for Manasi.</p> <p>Will start from Oct 1st onwards.</p>
Youth Committee Update	Walk-a-thon -> No updates	Prashanti to check with Rajji.
1141 Property Update	<p>Finance Committee will take suggestions from all the committee members and few outside community members (not more than 3), on how to invest the money got out of the sale of the property. Communicate the action plan to the board via email.</p> <ul style="list-style-type: none"> - Invest in such a way that if needed money can be taken out. - While investing the money into another property take into consideration the purchase price, repair expenses, savings by not giving the rent allowance etc. 	Need further discussion.
2019 Temple Audit	<p>Ramesh – To contact Uday Malvia for Temple Audit</p> <p>Backup plan – Need to find someone if Udayji is not available.</p> <p>Deadline to get the audit done – October 30th</p>	Action item for Rameshji, carried forward from last meeting.
Discuss AGM planning	Too soon to discuss.	Discuss in next meeting.
Constitution committee update	No details on the committee provided to the board yet.	Action item for Rameshji.

PPE Loan Forgiveness	Rampalji communicated that Rameshji need to talk to the branch. The branch would not even ready to talk to Rampalji to provide any information.	Rameshji to contact the banks – it is critical to not miss the deadline.
State Grant Money application	Expect to get an email on September 17 th .	Rameshji to check the email.
Finding volunteers when needed and associated plan.	<p>Meenaji will send an announcement to check if community members are available to help. Prepare a list of volunteers based on the response. Gather information such as phone contact, email, preferred time etc.</p> <p>For big events take help from the event coordinators to find volunteers if there is a need.</p> <p>Covid Committee to come up with instructions for priests/volunteers to follow. Keep a copy in the front lobby.</p> <p>Closing the temple can be considered as a last option after trying to get a volunteer when needed.</p>	
Incoming emails from the community members	Direct the email to respective committee if action is needed. As a best practice, do not respond on other committee's behalf.	
Discuss requests from Bidhanji	<p>Member Appreciation Virtual Event –</p> <ul style="list-style-type: none"> - Event will be coordinated by Bidhanji - Event Date approved by the board – October 10, 2020 	Manasi to share the list of members with Bidhanji.
	Possibility of 1 st Sunday puja – Take it slow with the current situation.	
	Conducting Temple townhall – With AGM coming up, no need to conduct a townhall this year.	Topic will be discussed again early next year.
Next Meeting	In person – subject to the conditions at that time and strictly following all the rules. Date: 10/04/2020	