

| <b>Bharatiya Temple of Lansing: Monthly Meeting</b> |                                                                                                                                                                                                                         |               |                                                                                                   |
|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------------------------------------------------------------------|
| <b>Sunday, April 1st, 2018</b>                      |                                                                                                                                                                                                                         |               |                                                                                                   |
| <b>Time: 2 PM</b>                                   |                                                                                                                                                                                                                         |               |                                                                                                   |
| <b>Location: Temple Board Room</b>                  |                                                                                                                                                                                                                         |               |                                                                                                   |
| Reported by: Narasimha Gundamraj                    |                                                                                                                                                                                                                         |               |                                                                                                   |
| <b>Attendees:</b>                                   |                                                                                                                                                                                                                         |               |                                                                                                   |
|                                                     | Sapna Sood                                                                                                                                                                                                              |               | Mr. Ketan Patel                                                                                   |
| X                                                   | Mrs. Kiran Gupta                                                                                                                                                                                                        | X             | Mr. Mathi Ramachandran                                                                            |
| X                                                   | Mrs. Suman Kashyap                                                                                                                                                                                                      | X             | Mr. Ramesh Devaram                                                                                |
| X                                                   | Mrs. Manasi Upadhaye (Phone)                                                                                                                                                                                            | X             | Mr. Bidhan Redey                                                                                  |
|                                                     |                                                                                                                                                                                                                         | X             | Mr. Narasimha Gundamraj (Phone)                                                                   |
| <b>Agenda Item</b>                                  |                                                                                                                                                                                                                         |               |                                                                                                   |
| <b>Discussion</b>                                   |                                                                                                                                                                                                                         | <b>Action</b> |                                                                                                   |
|                                                     | Meeting Started with a prayer                                                                                                                                                                                           |               |                                                                                                   |
| <b>Priest Taxes update</b>                          |                                                                                                                                                                                                                         |               | Bidhanji will get further info from accountant.<br>Will discuss with Rameshji also                |
| <b>Treasurer's Update</b>                           | Balances as of now:                                                                                                                                                                                                     |               | Ramesh will go with Subhashji and Ashokji and get access to MSU account.                          |
| Current Bank balance                                | 1. Checking account \$ 66,183.23<br>Not including today's collection                                                                                                                                                    |               | Ramesh Devaram will be talking with Mr. Lalwani about the update of the Ameriprise account        |
| MSU Credit Union-Add signee                         | 2. Saving account \$ 80,260.66<br>3. MSU Credit Union (Emergency Fund) \$28,059.29<br>Adding the current Treasurer Ramesh Devaram as the signee-approved.                                                               |               |                                                                                                   |
| 53 Bank checks deposit device                       | Constitution committee, Mathi talked to Dr. Ved Gosain.<br>Checks deposit device (53 bank) 50\$, Board approved 50\$ per month. Machine to be installed.<br>Board approved to give 53 bank credit card to Bidhan Redey. |               | Mathiji will contact previous members.<br><br>Bidhanji to fill the form with his personal details |
| <b>Finance Committee</b>                            | Priest house title release. Bank has lien on those two properties along with the temple building. Panditji's house release letter given by bank. Shastriji's house although                                             |               | Ketanji will find about Temple software form Swaminarayan                                         |

|                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                            |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                               | <p>paid off its lien is attached to the temple loan. Discussed about paying off the total loan in the next few years.</p> <p>Finance committee meeting discussed about buying a new laptop for treasurer. Board approved \$1000 to buy laptop and Mathiji bought back up drive for about 640\$.</p> <p>Updating the donation board. Mathi ordered the donation board plates.</p> <p>Discussed forming an audit committee.</p> <p>Discussed using CPA services. Discussed sending quarterly temple financial update.</p>                                                                                   | <p>temple for sending receipts etc.</p> <p>To be done before June</p>                                                                                                                                                                                                                      |
| <p><b>Pooja Committee</b></p> | <p><b><u>Committee met</u></b></p> <p>Update emails and online forms. Sapnaji will look at new calendar.</p> <p>There will be two calendars, one for Temple events and one for Panditji and Shastriji's pooja's.</p> <p>Mathaki Chowki and Lohri collections discussed.</p> <p>Discussed Priests not to call devotees for funds.</p> <p>Sapnaji to further discuss with volunteers about keeping kids occupied during Pooja.</p> <p>Sumanji discussed updating the Pooja folders with the help of youth volunteers. Sumanji is in the process of inventoring. Mathi contacted various local committes</p> | <p>We will publish 3month calendar of events on website.</p> <p>Remove "Prasad" as a mandatory item from the forms. Mathiji will do.</p> <p>Ask community to contribute Poojas for the folders by March 31<sup>st</sup>. Then we can get a bound book made. Mathi and Suman will work.</p> |

|                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                     |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                           | <p>and Pooja groups and they will help.<br/>Separate books for each Pooja.</p> <p>Sapnaji talked to Alpesh patel and discussed engaging the kids during major temple events.</p> <p>Discussed kids not playing outside.</p> <p>Sapnaji will engage Alice to clean the kitchen during major events. Find people who can keep clean the floor and basement.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p><b>Maintenance</b></p> | <p>Sump pump issue. Ketan bought battery and installed it.</p> <p>Hallway sink clogging issue discussed. Roto Rooter checked it but didn't find any problems.</p> <p>Ketanji will do "Iron out" every 3 months.</p> <p>Snow removal: Ketanji will look for another company for snow removal. Has few contacts.</p> <p>Sapnaji got quotes for deep cleaning of all tiles in bathroom after winter. Board approved.</p> <p>Autoflush installed. Some issues with it.</p> <p><u>2018 projects discussed.</u></p> <ol style="list-style-type: none"> <li>1. First priority project for 2018: Boundary wall or trees. Sapnaji and Ashokji talked to neighbours. They agreed for trees and not a fence.</li> <li>2. Replace basement furnace to be discussed before winter. Replaced Roof Top Unit already.</li> </ol> | <p>Ketan will look for another company (Mr.Rooter) etc. other than Stay Dry for maintenance.</p> <p>Ketan will work on the prevention list from Orkin to do outside work after winter.</p> <p>Sapnaji will make a sign on how to use auto flush</p> <p>Ashokji, Adityaji, Naendra Patelji and Sapnaji will discuss. Sapnai will take the lead.</p> <p>Ketanji will take the lead<br/>Ketanji will take the lead</p> |

|                                |                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
|                                | <p>3. Additional parking lot and resurfacing of back lot.</p> <p>Changing counter top in Panditji's house.<br/>Discussed allotting some money for maintenance of the priest houses.</p> <p>Soap dispensers ordered by Ketanji</p> <p>AT&amp;T Bill</p>                                                                | <p>Ketan ji will check the counter top</p> <p>Temple timings to be changed on the door. Ketanji will order.</p> <p>Ketan will look into it</p> |
| <b>PR committee</b>            | <p>Every temple event should be advertised as a BTL event coordinated by certain members.</p> <p>Discussed publishing Temple directory.</p>                                                                                                                                                                           | <p>Send email to community thanking the coordinators. Bidhanji and Sapnaji to discuss this further.</p>                                        |
| <b>Priest Committee update</b> | <p>Inform both preists to communicate with Sapnaji first about Pooja committee matters.</p> <p>Deities clothes will be changed monthly.</p> <p>Mathiji suggested doing a checklist for activities.</p> <p>Discussed about priest applications from outside and need for adding another priest</p> <p>Priest taxes</p> | <p>Bidhan to look into it.</p>                                                                                                                 |
| <b>Website</b>                 | <p>Mathi will send BTL email server access information to couple of board members.</p>                                                                                                                                                                                                                                | <p>Manasiji and Rajji to check regularly and respond to devotees.</p>                                                                          |
| <b>Temple Security</b>         | <p>Bidhanji looked into DK security for major events.</p>                                                                                                                                                                                                                                                             | <p>Ketanji will discuss and plan a security drill.</p>                                                                                         |

|                        |                                                                                                         |                                                                    |
|------------------------|---------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| <b>Youth Committee</b> | Rajji and Manasiji had a phone discussion.<br>Around 16 youth signed. We will schedule meeting in April | Involve high school volunteers. Youth committee will look into it. |
| <b>Prayer</b>          | Meeting ended with a prayer                                                                             |                                                                    |