* Attendees: Jacqueline Gens, Kathy McGrane, John Foster, Andrea Lawrence, Vern Harrington, Harold Graves; On Conference Phone: Robyn Kinsey, John LaFrance
* Note: this was an interim meeting scheduled impromptu for the purpose of discussing pending issues pertaining to the July 6-12 Retreat with Namkhai Norbu

***Guru Yoga, Song of the Vajra***

**Blue Gakyil (minutes)**

1. Registration Page is now posted on the website
	1. Text is still being filled in
	2. A link to the finalized version will be sent sometime after today’s meeting
	3. A provisional “mock schedule” of events for the retreat has been posted, will be modified as details of the retreat begin to manifest more clearly in coming days
	4. Will likely move the Registration Page to a better location on the website where it is more easily accessible.
2. Housing/Accommodations
	1. Housing Information is an ongoing “Work in Progress” which is being updated on an ongoing basis as information becomes available and/or changes with circumstance
	2. Intention to publish a link to the Mohawk School, but with an important notice for people to not contact the School itself.
	3. Setting up Email Blasts to be sent from WebPage [Blue to set this up with Nancy]
	4. Bement Middle School in Deerfield, EagleBrook, Old Deerfield are options for Accommodations to investigate
	5. Khandroling Cabins: 2 People could stay in Mandarava Cabin, 2 in Thodgal Cabin
		1. These 2 cabins should be discreetly reserved as “overflow” options, and not publicly advertised.
	6. Emphasis that Housing, in general, is a “Work in Progress”
3. All Teams are in Place:
	1. Household Team: Yuchen & Paula; Phuntsog will attend ChNNR
		1. [household in progress, use of a Trailer/Camper to be discussed at next meeting]
	2. WebCast Team: Dan Zegunis and Soledad Suarez
	3. Gonpa and Altar Team: Marit and Leelah
	4. Retreat Schedule Team: Naomi
	5. Ganapujas Team: Naomi
		1. Sang Offering and Ganapujas on the Land? [ask Rinpoche]
	6. Parking Team: Robyn and Ruben
	7. Announcements Team: Matt
	8. Bookstore Team: Anna Bartenstein
4. Special Events will be announced later

# Red Gakyil (minutes)

1. Transportation:
	1. 2 Schoolbuses with 2 Drivers
	2. 2 15-Passenger Vans
		1. ATV? [Red reports that ATV is 30 years old, in questionable shape]
	3. Red should reserve the Vans and Transportation in Advance
	4. A proposed transportation schedule:
		1. 2:30 PM assemble in Parking Lot @ Mohawk for shuttle to Khandroling
		2. Phased operation for getting people to and from the land
			1. Staggered shuttle schedule: [15 passenger shuttle bus every 20 minutes for example]
		3. Possibility of renting Schoolbuses, Golf Carts discussed
			1. The 15-passenger “shuttle buses” do not require a Commercial Driver’s License to operate. [Schoolbuses do, apparently, require a CDL licensed driver]
2. Registration:
	1. Karma Yoga for people who can’t pay; perhaps this shouldn’t be “advertised” but held at the discretion of the Gakyil: “Limited number of work study exchanges for people willing to participate in preparing for the retreat” Don’t advertise, but offer to people who ask at Gakyil’s discretion
	2. 10 Dorms, 12 spaces, first come, first serve, pay in advance ?
	3. Red to follow up with an explanation for the Housing Issues to go on the Registration Page
	4. $30 to $40 per night, per person/per room
	5. Bement School will be on the body of the Web Page as a housing option
	6. Can we use the Mary Lyon’s place Parking Area?
	7. The owner of the Beaver Lodge near Khandroling is interested in the Retreat; contact her about housing possibilities
	8. Emergency Contact #s and Driver’s License # should appear on Retreat Registration Form.
3. Schoolhouse Septic
	1. Survey is starting this week
	2. Design to be made for the Leech Field
	3. Bank can refinance our mortage with a loan of $50,000 for the Leech Field
4. SMS July 13-17
	1. Rent a Tent from Yankee (reserve now)
	2. Food for SMS Retreatants
	3. Catering for 5 days
5. Red to set up Throne, Wind Barrier, PA System for Khandroling Retreat
	1. Work with Marit on Khandroling/Mohawk

**Yellow Gakyil (minutes)**

1. Retreat Registration
	1. Pre-registered retreatants listed on a Spreadsheet
	2. Discount for Early Registration, e.g.: 10% discount by May 1st [Yellow to Consider this and follow up]
	3. Stephanie, Gerry would be good for helping with registration
	4. Yellow is responsible for Registration
	5. Blue Provides Info Packets, Nametags, etc.
	6. Paula, Gerry, Martina, Robyn, Damien are possible Medical Team Members
	7. Paula: Food [Paula will need money for food for Rinpoche’s Household]
	8. Household: Yuchen
2. Vendors
	* 1. Bazaar, etc.
		2. Fee for the tables and how many
		3. Tables for : ASIA, Shang Shung, Various Gars, Tibetan Goods, Poetry Mind, etc.
		4. At least 300 chairs will be needed
		5. Need to ascertain how many chairs and tables are available from the School
3. Auction and Fundraising
	1. [Are lotteries legal in USA?]
	2. Vajra Hall Presentation to raise another $300k
	3. Special Fundraising Meeting should take place soon
	4. A percentage should go to SSI / DCA for the tables
		1. [e.g.: $100 per table & 10% of Gross discussed as a possible Fee for Sales Tables]
4. Mandalas for the Vajra Hall
	1. Marit and Efrem have 1
	2. Paola Zamperini has 1 from China
	3. 2 Community Mandalas
	4. 2 in the Schoolhouse
	5. 1 from New York? Contact Kundrolling about using their Mandala
5. Commissary Tent at Khandroling;
6. Can we use the Vending Machines at Mohawk?
7. A proposed Day Schedule would include Coffee/Tea in the morning, 8:30AM to 9:30 AM, with Teaching by Rinpoche from 9:30 AM to Noon; Lunch at Noon to 2 PM, followed by scheduled events beginning at 2:30 PM