



Tseg্যালGAR East Gakyil Meeting Minutes  
via Videoconference  
Friday, December 27, 2019 | 7:00pm (ET)

Moderator: Miranda Shannon

Meeting Minutes: Nancy Paris

In Attendance: Miranda Shannon, Nancy Paris, Ed Matheny, John Shannon, David Hayes, Diana Sullivan, Michael Sullivan, Bodhi, Thomas Bringhust

## Guru Yoga

### General Discussion

- Gakyil candidate request announcement has gone out
- Losar preparations - Lungta production will be setup in Khandroling Paper Coop studio

### Geko Report

- Building Inspector came and requested that the smoke alarms be moved higher, and that a battery be replaced in the dorm illuminated exit sign. He also requested that the fire escape be inspected, and that it be done every five years. These items will be taken care of.
- Basement floor is being repaired with a leveling compound and will be painted.
- Geko asked to take time off from January 15 to January 22, 2020. He will leave a list of emergency contacts for heating and snow removal, as well as assign a person to cover for him while he is away.
- Schoolhouse Karma Yoga Day will be planned when Geko returns.
- Geko will place one last supply order with WB Mason for paper goods. Gakyil plans to switch to Amazon to cut supply costs.

### Administrative Manager Report

- The new webcast equipment is working. Administrative Manager will meet with webcast volunteers for training session before medical leave.
- Administrative Manager will be on medical leave during January and part of February 2020. The medical leave contingency plan is as follows:
  - Payables: Most bills are on autopay, along with Geko payroll. The few bills remaining will be paid by assigned Gakyil member. The Khandroling Property Inc., (KPI), one time payment will be paid by assigned volunteer.

- Reporting: Bookkeeper has read only access to run reports from the PayPal account. The treasurer has access to run reports from Peoples United Bank account.
- Invoicing/Deposits: All donations via mail will be deposited in the Peoples United Bank account by assigned local Gakyil member.
- 1099s: Gar has only four vendors - Administrative Manager has already run the report, and the bookkeeper will complete the forms
- Donation 2019 thank you letters: List of requesting members will be exported from Quickbooks and letter will be emailed as PDF attachments. Deadline is the end of January 2020. Assigned volunteer will assist Treasurer with this task.

### **Blue Report**

- Programs are scheduled through February. Spring and summer programs are currently being planned.
- Blue Gakyil will be setting up more webcast & Zoom videoconference training sessions.
- Friends of Gakyil monthly lunch time meetings are being planned starting in the new year.

### **Yellow Report**

- 2019 Year-end fundraising raised \$5000 - over last year by \$1000
- Account balances:
  - Checking Account: \$37,682
  - PayPal Account: \$5,917
  - Reserve Account: \$60,204
  - Dzamling Gar House: \$8,558
  - Vajra Hall: \$4,226
  - Khandroling: \$3,422
  - Tsegyalgar House PayPal: \$6,269
- Treasurer will arrange for signatory power for local Gakyil member at People's United Bank to facilitate international bank transfers and general banking needs.
- Treasurer will send out 2020 membership request late next week.
- Assigned volunteer will take on Membership Coordinator duties, and will work with Treasurer on membership drive.

### **Dedication of Merits**