

Agenda for AT Team Meeting
8/4/14

- Approve 7/21 minutes
- Welcome new Trustees; Briefing on our meeting process
- Tao Contemplation
- Conflict of interest policy
- Discuss subcommittees, work tasks & responsibilities
- Brainstorm co-sponsoring policy
- Update regarding marketing agreement with Jerry Jampolski; Logo upgrade
- Santa Barbara events update

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Meeting Began at **[5:33]MT**

Present: Jay, Ken, Regina, Teddy, David, Nyki, Jacquelyn , Tom

Missing: Lyn, Maile

- 1) Read and approved the 7-21 minutes
- 2) Briefed the new trustees on meeting procedures
- 3) Read and observed chapter 80 of the Tao Te Ching with a moment of silence
- 4) Explained the conflict of interests policy;
 - a. All members (both Trustee and Board) will be signing a statement saying they agree to this policy
- 5) Discussed the current responsibilities and work tasks of the President Minister:
 - a. The board agreed to shift the leadership of the Policy and Procedure Development committee from Regina to Jacquelyn.
 - b. Jacquelyn agreed to begin the Church Application after the Leadership and Governance Policy is completed.
 - c. Noted that the Events Communication Committee will need to be discussed during the next meeting upon Lyn's return.
 - i. Teddy expressed interest in joining/leading the committee
 - d. Jay has confirmed that he is/will be spending time learning about the new Forum for the website
 - e. The board reviewed the priorities of certain tasks that Awakening-Together as a whole and the President Minister are undertaking (I.E. Church Application, Co-Sponsoring Events,) and agreed that the MPP program is the highest priority item.
 - f. The featured talks committee expressed a need to be able to access more audios.
 - g. The board brought up the topic of the Events Planning committee and agreed that they would wait until the September retreats are completed before planning the next events.
 - h. The scholarship committee enthusiastically expressed their success as a committee. Hooray!
 - i. The Benevolence committee has expressed a need for membership as there are currently only Ad-hoc members for emergency situations.
 - i. The board agreed it would be a good idea for this committee to meet once every two weeks in order to be available to those who need help.
 - j. To delegate some of Regina's tasks, Jay has agreed to take over posting the Monthly Satsangs, Member Meetings and weekly gatherings.
 - k. Ken has expressed an interest in working with Maile to make a template for class certifications. Maile has yet to agree to work on this project.

- I. David has volunteered to create a calendar for Awakening-Together on Google+ to ensure Awakening-Together's resources are not double booked. Times for Paltalk, Google+, conference call, and etc. classes will be listed in the schedule.
 - i. Jay agreed to help David set up the Google+ calendar.
 - ii. Once the calendar is set up David will need to be contacted in order to reserve rooms for teaching classes.
- 6) Co-Sponsoring Policy:
- a. It is proposed that if a policy is written it seems appropriate that it be written as an appendage to the Special Assemblies Policy.
 - b. Several Ideas were discussed:
 - i. In terms of initiating a request for sponsorship, these ideas were discussed:
 1. One idea is to create a form for which one can contact Awakening-Together to ask us to co-sponsor a retreat. This form would require a mission/vision statement and any other information that may be needed to review the request diligently.
 2. Another idea is for the President Minister to act as a liaison between the Public and the Trustee board. The President Minister will receive requests for co-sponsorship and will address and negotiate them on a case by case basis before bringing the request to the board.
 3. A third idea is that the President Minister appoints a person to liaison to the public. The Liaison would gather information and then send it to the President Minister and Board of Trustees to review.
 - ii. In terms of approving requests, the following ideas were discussed:
 1. The board of Trustees would discuss and vote on requests within the President Minister's budgetary authority and forward (along with a recommendation) **only** requests outside of the President Minister's scope to the board of Directors.
 2. The board of Directors would immediately receive all information and approve/decline all requests regardless of the dollar amount.
 3. For all requests, regardless of the dollar amount, the Trustees would discuss the request and then forward it to the Directors (along with a recommendation) for approval.

Action Items:

- * Trustees are asked to Read procedure 3 and 4 of the Special Assembly Policy and return to the next meeting with comments.
- * Regina will contact Lyn about her availability.
- * Trustees will sign the conflict of interest policy.
- * David and Jay will meet to set up a Google+ calendar.
- * Jay will commit time to learning the Forum software.

Meeting adjourned at [7:04]MT.