

# Dances of Universal Peace International

**Minutes - Board of Directors Telecon – Tuesday, February 3, 2015, 3 pm MST**

**Board Members Present:** Arjun Jorge Calero, Darvesha Victoria MacDonald, Kabir Stuart McKinnon, Maris Warrior

**Staff Present:** Munir Peter Reynolds (Executive Director), Martha Bracken (Office Assistant)

*Toward the One,  
the Perfection of Love, Harmony and Beauty, the Only Being;  
United with all the Illuminated Souls who form the Embodiment of the Master,  
the Spirit of Guidance.*

The agenda and background information had been circulated. Munir welcomed everyone and invited us to begin with a silent attunement.

## 1. 2014 Financial Reports and 2015 Budget

Munir had distributed the following financial statements in advance of the meeting.

Dances of Universal Peace International  
Sources and Uses of Funds Statement  
January 1 – December 31, 2014

	<u>Jan - Dec 14</u>	<u>Budget</u>	<u>% of Budget</u>	<u>2015 Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Investments</b>				
Interest-Savings, Short-term CD	53.05	100.00	53.05%	<b>100.00</b>
<b>Total Investments</b>	53.05	100.00	53.05%	<b>100.00</b>
<b>Revenue - Current Year</b>				
Donations	17,587.37	4,400.00	399.71%	<b>3,000.00</b>
LG Fees - Regions	23,583.80	24,000.00	98.27%	<b>24,500.00</b>
LG Fees - World Wide Region	3,286.72	5,000.00	65.73%	<b>5,000.00</b>
Royalty Income	0.00	30.00	0.0%	
Sales	1,836.00	500.00	367.2%	<b>600.00</b>
<b>Total Revenue - Current Year</b>	46,293.89	33,930.00	136.44%	<b>33,100.00</b>
<b>Revenue Prior Yr Inc</b>				
Fee Support Fund	2,500.00	2,500.00	100.0%	<b>1,800.00</b>
Programs	12,000.00	12,000.00	100.0%	<b>1,955.00</b>
<b>Total Revenue Prior Yr Inc</b>	14,500.00	14,500.00	100.0%	<b>3,755.00</b>

<b>Total Income</b>	60,846.94	48,530.00	125.38%	<b>36,955.00</b>
<b>Cost of Goods Sold</b>				
<b>Cost of Goods Sold</b>	<u>208.39</u>	<u>203.00</u>	<u>102.66%</u>	<u><b>75.00</b></u>
<b>Total COGS</b>	<u>208.39</u>	<u>203.00</u>	<u>102.66%</u>	<u><b>75.00</b></u>
<b>Gross Profit</b>	60,638.55	48,327.00	125.48%	<b>36,880.00</b>
<b>Expense</b>				
<b>Accounting</b>				
Financial advisor	50.00			<b>50.00</b>
QuickBooks payroll service	382.16	350.00	109.19%	<b>375.00</b>
Tax preparer	<u>75.00</u>	<u>100.00</u>	<u>75.0%</u>	<u><b>75.00</b></u>
<b>Total Accounting</b>	507.16	450.00	112.7%	<b>500.00</b>
<b>Contract Labor</b>				
Community Coordinator	882.02	600.00	147.0%	<b>900.00</b>
Guidance Council Chair	<u>5,776.00</u>	<u>5,776.00</u>	<u>100.0%</u>	<u><b>5,776.00</b></u>
<b>Total Contract Labor</b>	6,658.02	6,376.00	104.42%	<b>6,676.00</b>
<b>Employee wages</b>				
Executive Director	21,000.00	21,000.00	100.0%	<b>12,000.00</b>
Office Assistant	<u>6,500.04</u>	<u>6,500.00</u>	<u>100.0%</u>	<u><b>6,500.00</b></u>
<b>Total Employee wages</b>	27,500.04	27,500.00	100.0%	<b>18,500.00</b>
<b>IN Website Construction</b>				
Technical Designer	348.75	1,500.00	23.25%	<b>1,000.00</b>
z-Misc & Contingency	<u>0.00</u>	<u>100.00</u>	<u>0.0%</u>	<u><b>500.00</b></u>
<b>Total IN Website Construction</b>	348.75	1,600.00	21.8%	<b>1,500.00</b>
<b>Office Expenses</b>				
Equipment	0.00	300.00	0.0%	<b>150.00</b>
Internet Services	1,632.00	1,800.00	90.67%	<b>1,500.00</b>
Office Supplies and fees	808.74	740.00	109.29%	<b>800.00</b>
Payroll Expenses	3,000.95	3,000.00	100.03%	<b>2,500.00</b>
Photocopying	59.79	0.00	100.0%	<b>75.00</b>
Postage	329.06	200.00	164.53%	<b>200.00</b>
Rent	378.00	700.00	54.0%	<b>378.00</b>
Telephone	1,992.00	2,060.00	96.7%	<b>1,700.00</b>
Office Expenses - Other	<u>-64.13</u>	<u></u>	<u></u>	<u><b>0.00</b></u>
<b>Total Office Expenses</b>	8,136.41	8,800.00	92.46%	<b>7,303.00</b>

<b>Project Budgets</b>				
Fundraising Development	0.00	500.00	0.0%	<b>0.00</b>
Guidance Council Initiatives	1,000.00	1,000.00	100.0%	<b>800.00</b>
Translation Projects	<u>730.00</u>	<u>1,000.00</u>	73.0%	<b>1,000.00</b>
<b>Total Project Budgets</b>	<b>1,730.00</b>	<b>2,500.00</b>	<b>69.2%</b>	<b>1,800.00</b>
Royalty Expense	101.00	101.00	100.0%	<b>101.00</b>
z-Contingency Fund	<u>0.00</u>	<u>1,000.00</u>	0.0%	<b>500.00</b>
<b>Total Expense</b>	<b>44,981.38</b>	<b>48,327.00</b>	<b>93.08%</b>	<b>36,880.00</b>
<b>Net Ordinary Income</b>	<b>15,657.17</b>	<b>0.00</b>	<b>100.0%</b>	<b>0.00</b>

	<b>Dec 31, 14</b>
	<u>          </u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Key Bank checking	19,941.89
Key Bank Money Market	549.86
UrbanPartnershipBank MoneyMarkt	<u>22,173.43</u>
<b>Total Checking/Savings</b>	42,665.18
<b>Other Current Assets</b>	
Inventory	<u>2,715.25</u>
<b>Total Other Current Assets</b>	<u>2,715.25</u>
<b>Total Current Assets</b>	<u>45,380.43</u>
<b>TOTAL ASSETS</b>	<b><u>45,380.43</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Payroll Liabilities	1,870.73
Sales Tax Payable	<u>-11.31</u>
<b>Total Other Current Liabilities</b>	<u>1,859.42</u>
<b>Total Current Liabilities</b>	<u>1,859.42</u>

<b>Total Liabilities</b>	1,859.42
<b>Equity</b>	
<b>Fund Balances</b>	
<b>Prior Years Unrestricted Funds</b>	35,113.84
<b>Temporarily Restricted Funds</b>	<u>-7,250.00</u>
<b>Total Fund Balances</b>	27,863.84
<b>Net Income</b>	<u>15,657.17</u>
<b>Total Equity</b>	<u>43,521.01</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>45,380.43</b></u>

Munir commented that the 2014 financial results are pretty much on target with the 2014 budget, and that the balance sheet is very healthy.

Moving to the 2015 budget, Munir pointed out that the figures are in most cases based on the 2014 actuals, with adjustment in the Executive Director's salary to reflect the decision to make that position more part-time than in previous years. The Community Coordinator's stipend has been adjusted upward in keeping with the actual work requirements, which now seem to have stabilized. There were some other minor adjustments, but the 2015 budget is essentially the same scope as in 2014. Munir noted that the projected transfer from accumulated reserves is only \$3,755, down considerably from \$14,000 in 2014. The 20% increase in Leaders Guild fees effective in 2016 is expected to bring revenues up to match expenses.

Kabir expressed appreciation to Munir and Martha for the care and skill they devote to managing DUP IN's financial resources and preparing these reports and forecasts. He added that DUP IN's accumulated reserves reported on the balance sheet will represent an important capacity once current revenues are sufficient to cover current expenses. Not only do reserves protect the organization from unexpected expense increases or revenue shortfalls but they are also an important potential for investment in directions the Board may decide to pursue in future.

Kabir moved, seconded by Darvesha, approval of the 2015 budget. Carried unanimously.

## 2. Goals and Activities for 2015

Munir presented the following proposed Goals and Activities for 2015, which had been reviewed by the Administrative Committee:

1. Implement the organization development plan put forward in our 4-year plan developed for 2015-17; specifically:
  - a) Establish a communications committee comprised of individuals with skills/insights in the area of building communications continuity and effectiveness with the Leaders Guild and the general public. The committee's work will include but not be limited to:
    - i. reviewing the frequency and content of Leaders Guild communications
    - ii. implementing a redesign of the website banner and color scheme
    - iii. exploring other options for communicating with the Leaders Guild

- iv. determining the feasibility of developing apps for android and IOs that would enable ease of access to the LG dance library
  - v. implementing the Duda mobile program to make the DUP website more compatible with mobile devices
  - vi. making recommendations regarding translation of the DUP website into additional languages.
  - vii. encouraging gatherings of leaders and mentors at regional camps and retreats to communicate information about DUP International and to gather feedback.
  - viii. initiating conversations with each Dance Region about the resources, capabilities and programs of DUP International and those of the Region toward realizing effective coordination of effort and efficient use of available resources in meeting our mutual objectives.
2. Add one new member to the DUP International Board of Directors.
  3. Plan in detail the implementation of the Leaders Guild Fee increase that begins in 2016.
  4. Continue to build leader resources on the website in all supported languages.
  5. Facilitate close communication and cooperation with the leadership of the DUP Regions and the Sufi Ruhaniat International.
  6. In consultation with the leadership of the Sufi Ruhaniat International, identify opportunities for each organization to build on the efforts and capabilities of the other, toward enhanced outcomes for both.

Accompanying documents described DUP International's mission, core operations, and key accomplishments for 2014. These are attached.

Arjun made some observations on the structure of DUP International in relationship to the work going on locally in various places around the world, both in formal regions and in unstructured networks such as the vibrant one that has emerged in Latin America. He wondered whether it would be appropriate to shift toward a more democratic governance structure, where the international body and its committees would be generated by the local "nodes". Arjun envisages the Dance regions becoming more active as work groups and committees, achieving the mission of DUP International like neurons in the neuronal network.

Arjun mused about whether the DUP International Board should encourage coherence among the worldwide sub-units. By coherence he explained that he meant some level of mutual understanding, communication, clear flux of information and decisions, not a financial organization to collect fees. One possible experiment, as a way to test these ideas, would be to ask Latin America (through the national contact persons) to nominate candidates to carry the Latino voice into the DUP International Board when the opportunity arises, either at the end of Arjun's term or in connection with the upcoming addition of a new Board member. This nomination, of course, would be just that: 2 or 3 names to add to the list of candidates considered by the Nominating Committee.

Arjun summed up by naming the big question here as: "How can we understand better the nature of our network and promote a healthy, participatory and evolving global international Dance network?" For example, could geographic regions name delegates or representatives, therefore making the Board more democratic?

Munir suggested that Arjun's comments would be a good topic for discussion by the new committee. In the meantime, there will be an open call for nominations (see next item).

Darvesha moved, seconded by Maris, adoption of the Goals and Activities for 2015. Carried unanimously.

### **3. Nominating Committee**

Munir reported that DiAnahita has declined the offer of a second term on the Board and will retire effective the April meeting. In order to seek for her replacement, as well to expand the Board by one member (recommended by the Planning Committee) the Board now needs to strike a nominating committee. According to the Bylaws the Committee consists of two Board appointees plus Pir Shabda Kahn; the Executive Director also participates. The Administrative Committee noted that Darvesha and Kabir are both available to serve. Munir invited expression of interest from all Board members.

Maris moved, seconded by Arjun, that Darvesha and Kabir be appointed to the Nominating Committee. Carried unanimously.

The Nominating Committee will bring forward recommendations prior to the April Board and Annual Meeting.

### **4. Executive Director's Report**

Fund Drive Report - \$17,644 in pledges and donations received. Acknowledgement letters have been sent. Munir will follow up to donors with a report. He hopes to close the drive out in 2015 with some donations from individuals who asked us to come back this year.

Darvesha congratulated Munir, commenting that he has raised most of the money single-handedly.

Website banner and color overhaul - Currently underway with Munir heading up the project.

Compassion Games Logo - The following letter was received from Jon Ramer:

Hi Peter,

I wanted to it acknowledge your email and assure you and your board that we will make the changes we discussed. Thanks for the thoughtful and kind manner in which we dealt with this. May there be more peace and compassion in the world!

In community,

Jon



Leaders Guild Stats for 2014 - Munir is compiling these.

New Board Committee(s) - Munir is working on recruiting the new Communications and Worldwide Networking Committees. The administrative committee suggested that these two

groups may be combined until it becomes apparent whether two committees are actually needed. The Board agreed.

Munir asked Arjun whether he would be willing to chair the new committee, and Arjun accepted.

Maris mentioned that Munir had contacted her about the possibility of succeeding DiAnahita as Vice-President, and hence a member of the Administrative Committee, and she is willing to serve in those capacities.

### **5. Guidance Council Report**

Murshid Saadi has recently been appointed to the Guidance Council, succeeding Murshid Tansen. The Council has been busy at work on a revision to the Mentoring Path and some changes to the Leaders Guidelines. Munir has asked that the changes to the Leader Guidelines not be published until 2016 so that other projects may be given priority. The Guidance Council also completed a “Ways of Working” document, a copy of which was shared with the Board for information.

### **6. Other Business**

None.

Munir invited each person present to comment on any aspect, and in particular on their own interests in respect of the 2015 Goals and Activities.

### **7. Next Meeting:**

Our Annual Meeting takes place on Tuesday, April 28, 2015 at 2 pm Pacific, 3 pm Mountain, 4 pm Colombia, 5 pm Eastern, 10 pm Edinburgh time. (Daylight Savings Time in effect in all cases except Colombia.)

We will bring review and approve the minutes from November 18, 2014, as well as today’s minutes, on April 28.

The meeting adjourned at 2:50 pm Mountain time.