

Subud Portland General Business Meeting

February 20, 2022; 12:30 pm

Facilitator: Morris McClellan

Note Taker: Marilyn Schirk

Present: Morris and Leana McClellan, Maria Baker, Mira Spies, Lusijah Marx, Camille Hofvendahl, and Marius Harold

Action Items:

- Members - Volunteer for the Center Task List (see below)
- Rebecca - Roof repair permitting process
- Members - Encourage SUSA to hold in-person Gathering this summer
- Members - Book Sale for SD

1. Meeting convened at 12:30 pm. Motion/second (Maria/Leana) to approve Center Meeting minutes of December 12, 2021; Unanimous approval.

2. Financial Report - Morris

Our account totals:

Regular Checking: \$7,534.80

Capital Checking Account: \$16,161.16 (Includes \$10,000 grant from PNW Region for roof repair expenses)

Savings Account: \$7,501.72

Pay-Pal Account: \$1,464.73

At the last PNW Regional meeting (held every second Monday of the Month), the Region voted to give Subud Portland a \$10,000 grant backed up with a \$30,000 loan for its roof repair expenses. SUSA may also give us a grant in the future for this project. Rebecca will now move forward with the permitting process necessary for the project. After permits are in place, SPDX will seek contractor bids for the work. Thank you Rebecca and all involved in this major project.

3. Susila Dharma - Leana

SD USA gave out over \$76,000 in grants to 20 projects for 2022. Our SPDX match for SD USA raised a bit over 20% of this grant money. Our SD volunteers are planning a major fundraiser this Spring. We have a book sale set up in the living room area and all are invited to shop and make generous donations for

our new matching fund. Place donations in envelopes provided and put in the Center Donation Box. Any donations of books for the book sale will be greatly appreciated. Please place them in the black book donation bin next to the sale shelves. Menucha is scheduled for the weekend of November 13, and we will be having another silent auction then. Deepest thanks for all of your continuing support for SD.

4. Women's Vaccinated Latihan - Morris

A VACCINATED-ONLY LATIHAN HAS BEEN SCHEDULED EACH SUNDAY, QUIET TIME AT 11:15, LATIHAN AT 11:30.

Several women have expressed the desire to return to our original Center plan for scheduling separate vaccinated/non-vaccinated women's latihans. During discussion about the issue, most women present expressed the desire for a separate vaccinated Sunday latihan. It was decided that we would accommodate by having two women's latihans on Sunday am, the regular one at 10:00/10:15 for vaccinated/unvaccinated women, and an additional latihan at 11:15/11:30 for vaccinated women. Because this will be a temporary arrangement, the need for having Helper presence at the vaccinated latihan doesn't feel necessary. The request was made to have the women Helpers announce this plan, and it was referred to them for announcing. The point was stressed that having separate latihans for this purpose is not a judgement on members who have chosen to forego vaccination, and it allows those who prefer a vaccinated latihan that courtesy. This will allow full access to Sunday latihan for all members.

5. Task List of Volunteer Jobs - Council

The need for SPDX members to assist with Center tasks was discussed. Please look at the Task List attached below and try to select a task that you feel you could take the lead on. Taking the lead means taking responsibility to move the task work along, not necessarily doing the work yourself. For example, technical skills may be required to complete the task - the lead arranges for the appropriate Center member to do that part of the work. The Council cannot do all of these tasks by themselves, and members need to step-up and sign-up. Deepest thanks for your help.

6. In-Person SPDX Meeting - Morris

It is hoped that by April/early May, we will be able to hold an in-person gathering/celebration of our members at the Subud Center. There was general

support for the idea. It was suggested that if meeting together indoors appears to present a significant problem in April, we might be able to do it outdoors at Grant Park. It was also suggested that a date of Sunday, May 1, or Monday, May 2 might be a good target date for our in-person meeting because it could also serve as an Il Fitre celebration for the Center. It was suggested that we might want to add an item on the Center Task List for a person to organize preliminary in-person social meetings. Lusijah indicated that she wants to wait to schedule her next Center social/sharing meeting until we can do it in-person.

7. SUSA Gathering for 2022 - Marius

At the recent Regional Meeting, it was announced that there would be no in-person SUSA Gathering this coming summer. Given the predicted easing of covid restrictions by summer, Marius encouraged members to ask for a reconsideration for an in-person summer Gathering.

8. Railing Repairs - Maria

THANK YOU MARIUS FOR REPLACING THE TOP RAILING.

Thanks to Marius for completing the repair of the main post at the bottom of the railing at the front entrance of the House. He will also be doing the repair of the upper railing of the hand rail on the handicapped ramp entrance to the House.

See Attachments on next page:

- Center Task List
- Subud PDX Balance Sheet as of Dec. 31, 2021
- Subud PDX Profit and Loss Statement (by class) Jan. - Dec., 2021
- Profit and Loss by Month for 2021 (available upon request)

SUBUD HOUSE - Repairs/updates	Priority	Leader
Sidewalk damage by front entrance and by NE corner		
Set up method for measuring cracks, strings in east hall		
Leak on ceiling tiles in foyer - keep an eye on it		
Remove/prune trees (see arborist report) Select replacement trees		
Ramp railing		Marius
Parking strips - clean rocks? Or another solution?		
Bin garage - Move to area west of south porch; (Remove plants; level with concrete or pavers; build new visual barrier)		Halima
Paint or treat south porch pillars/railing		
Treat south porch floor the same as front deck (when redone)		
Railing at front steps: Paint or treat?		
Gutters - nails protruding from some gutters		
Remove laurel tree stumps along north wall		
Find new coat rack (or at least paint old one)		Mira

Ongoing Maintenance	Season	Leader
Leaves - coordinate with city pickup dates	Fall	
Power wash sidewalks	Spring	
Burn weeds in parking strips	Spring	
Review methods for responding to potential snow/ice	Fall	
Fire extinguishers - coordinate w/fire inspection		
Turn off exterior water	Fall	
Turn on exterior water	Spring	
Bins to curb on Tuesday; bins returned after Wednesday pick up	All year	
Upkeep of garden at entrance	All year	Susannah/Chris
Lead upkeep of non-entrance garden (find paid or volunteer help for mowing/watering/weeding)	All year	

12:07 PM

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Accrual Basis

Subud Portland
Balance Sheet
As of December 31, 2021

	Dec 31, 21
ASSETS	
Current Assets	
Checking/Savings	
1000 · General Bank Accounts	
1005 · US Bank 4538 Reg Bus Checking	6,226.48
1006 · US Bank 0205 Savings	7,501.66
1007 · US Bank 0786 Supplies-PayPal	1,368.11
1008 · US Bank 4546 Cap Checking	6,161.16
Total 1000 · General Bank Accounts	21,257.41
1099 · PayPal	96.62
Total Checking/Savings	21,354.03
Other Current Assets	
12000 · *Undeposited Funds	-250.00
Total Other Current Assets	-250.00
Total Current Assets	21,104.03
Fixed Assets	
1700 · Capital Improvements	
1720 · Furniture and Fixtures	6,877.51
1730 · Structural Repairs –Materials	12,358.17
1740 · Structural Repairs –Labor	18,304.00
1750 · Remodels –Materials	4,497.97
1760 · Remodels –Labor	3,206.00
Total 1700 · Capital Improvements	45,243.65
Total Fixed Assets	45,243.65
TOTAL ASSETS	66,347.68
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Rental Deposits	45.00
Total Other Current Liabilities	45.00
Total Current Liabilities	45.00
Total Liabilities	45.00
Equity	
3000 · Equity Accounts	
3010 · Opening Equity	28,181.03
Total 3000 · Equity Accounts	28,181.03
3200 · Unrestricted Net Assets	34,625.60
Net Income	3,496.05
Total Equity	66,302.68
TOTAL LIABILITIES & EQUITY	66,347.68

11:57 AM

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Cash Basis

Subud Portland
Profit & Loss by Class
January through December 2021

	Center	Rentals	TOTAL
Ordinary Income/Expense			
Income			
4000 · Donation Income			
4010 · Member Donations	20,055.30	0.00	20,055.30
Total 4000 · Donation Income	20,055.30	0.00	20,055.30
4200 · Rental Income			
4210 · Recurring Renters	0.00	2,673.00	2,673.00
4220 · Event Rentals	0.00	5,645.00	5,645.00
Total 4200 · Rental Income	0.00	8,318.00	8,318.00
4700 · Investments			
4710 · Interest	0.67	0.00	0.67
Total 4700 · Investments	0.67	0.00	0.67
Total Income	20,055.97	8,318.00	28,373.97
Gross Profit	20,055.97	8,318.00	28,373.97
Expense			
6100 · Transfer to Affiliates			
6110 · Subud PNW	8,443.00	0.00	8,443.00
Total 6100 · Transfer to Affiliates	8,443.00	0.00	8,443.00
6200 · Repairs and Maintenance			
6210 · Equip Maintenance	76.50	0.00	76.50
6220 · Property repair and maintenance			
6222 · Materials	100.00	0.00	100.00
Total 6220 · Property repair and maintenance	100.00	0.00	100.00
Total 6200 · Repairs and Maintenance	176.50	0.00	176.50
6300 · Contract Staff			
6310 · Bookkeeping Fees	362.50	362.50	725.00
6320 · Facilities Cleaning	1,275.00	1,275.00	2,550.00
6330 · Property Management	360.00	0.00	360.00
6340 · Grounds Management	698.13	698.12	1,396.25
6350 · Rental Manager	0.00	2,590.00	2,590.00
Total 6300 · Contract Staff	2,695.63	4,925.62	7,621.25
6400 · Services and Fees			
6420 · Bank Fees	0.00	0.00	0.00
6450 · PayPal Fees	4.47	16.88	21.35
6460 · Professional Services	224.86	0.00	224.86
Total 6400 · Services and Fees	229.33	16.88	246.21
6500 · Operating Expenses			
6510 · Supplies-House	33.78	69.47	103.25
6512 · Supplies-Landscaping	5.00	0.00	5.00
6520 · Groceries	67.60	0.00	67.60
6545 · Rental Phone	0.00	105.00	105.00
6555 · Gifts of Appreciation	25.00	0.00	25.00
6570 · Insurance	2,067.00	0.00	2,067.00
6580 · Small Equipment & Tools	437.66	437.66	875.32
Total 6500 · Operating Expenses	2,636.04	612.13	3,248.17
6600 · Utilities			
6610 · Electric	364.57	364.61	729.18
6620 · Natural Gas	753.24	753.26	1,506.50
6630 · Phone & Internet	865.84	865.83	1,731.67
6640 · Garbage & Recycling	228.35	228.35	456.70
6650 · Water	401.00	317.74	718.74
Total 6600 · Utilities	2,613.00	2,529.79	5,142.79
Total Expense	16,793.50	8,084.42	24,877.92
Net Ordinary Income	3,262.47	233.58	3,496.05
Net Income	3,262.47	233.58	3,496.05

