

Subud Portland General Business Meeting

October 11, 2020

Facilitator: Morris McClellan; Note Taker: Marilyn Schirk

Present: Morris and Leana McClellan, Gabriella Lu, Rebecca Banyas, Maria Baker, Marius Harold, Camille Hofvendahl, Jeff Clemes, Latham Stack, Philip Lindstrom, Alexandra Boyer, Hermine Berenger, Nirel Jackson, Lusijah Marx, and Marilyn Schirk

Note of Importance: Our Center Council is meeting every Friday to deal with Center business as it arises during the covid pandemic. A very big thank you to Morris, Maria, and Rebecca for stepping in to provide this very important service to our Subud Center

Quiet Period

Action Items:

- Latham: Organize leaf raking volunteer effort on weekend of Nov. 7-8
- Council: Ad hoc group to discuss Center fundraising efforts
- Council: Zoom Center meeting to discuss roof repair options (move forward or postpone for a year?)

1. Approval of Meeting Minutes

There being no corrections or additions to the Minutes of the Center Business Meeting on March 8, 2020, the minutes were approved unanimously.

2. Helper Report - Marius and Camille

In-person latihans are taking place at the Subud House, but under very clear regulations that the Helpers have instituted in response to the covid crisis. Sunday latihans are scheduled at 10:00 am and Thursday latihans are at 8:15 pm. In-person latihan attendees must schedule with Helpers in advance - Camille for women (503-285-9075), and Marius for men (406-270-1411). A maximum of 4-6 people (mandatory masks) are allowed to participate at a time to ensure appropriate social distancing. A one-time signed release form must be submitted by all in-person attendees, followed by signing an attendance sheet kept at the

House every time they attend in-person latihan. This sign-in is for the purpose of doing contact tracing if necessary. There are many remote latihans on a phone-in or simultaneous basis. Please contact Alexandra Boyer for the schedule (aalexandrabooyer@gmail.com).

3. Susila Dharma Report - Marilyn

Our SD USA projects have been greatly impacted by the covid pandemic, but they have stepped up in many places to redirect their efforts and resources to offer emergency relief to local populations hard hit by shortages and shutdowns. They are returning to their core missions as this becomes possible. Subud Portland's Match for 2020 resulted in raising over \$10,000 for funding of projects in 2021. Due to limitations on fundraising imposed by the pandemic, the Portland Match is more important than ever before. We are planning a fundraiser for this year's Matching Fund that will hopefully replace the Menucha SD fundraising events of recent years. Watch for more information on this. Project Quest is currently conducting an on-line silent auction to raise funds for its vital work in the Portland community.

4. Rental Report - Nirel

Due to the covid crisis, rentals have been significantly reduced since March of 2020. We are now allowing rentals with appropriate modifications to ensure safety during the pandemic. The meditation/yoga class is continuing 3 days a week with some interest in adding days. Collette, one of our most dependable renters, has cancelled, but has submitted an "intent to lease" in February of 2021. The choir group may start meeting again in the near future. Nirel is contacting former renters to inquire about possible interest in returning to rent at the House.

5. Leaf Project - Morris

The City of Portland will be picking up leaves on Nov. 13. Morris offered a choice of hiring people to rake leaves prior to pick up, or asking members to volunteer to rake the leaves themselves. There was a general feeling that this might be a good community building event to bring people back together again in an outdoor setting while wearing masks and practicing social distancing. Several people volunteered to rake leaves on the weekend of Nov. 7-8, and there will be an outreach to the group for more volunteers. Latham offered to organize the event, hoping to offer volunteer times on both Saturday and Sunday to help with

scheduling issues. Tarps will be laid over leaf piles to prevent blowing away. Watch for details!

6. Finance Report - Morris

Morris submitted a year-to-date Profit and Loss document for 2020 that included a comparison with the same period in 2019 (see attached below). Up to this point, we have -\$7,093.49 net income, as opposed to a \$3,597.76 surplus income for the same period in 2019. As stated above, rentals have significantly decreased as well as donations.

Account balances are as follows:

Regular checking:	\$1,984
Capital checking:	\$7,456
PayPal-Debit:	\$279
Savings:	\$7,496

At current levels, we are accruing an average deficit of approximately \$780 a month. Various strategies are being considered for ways to restore our income to its pre-covid levels. It is hoped that rentals will pick up beginning in February, but this will be offset by the closure of the House due to roof repairs in the coming year. It was suggested that we may need to consider reducing our monthly donation to the PNW Region from \$625 to \$500. Donations from members are greatly needed and appreciated during this difficult time. Our house cleaner hours have been reduced due to less use of the house. Watch for more information on this very important issue.

7. Roof Report - Rebecca

Rebecca offered a brief review of the history of the roof project. Emile, our Project Leader, submitted 3 designs for Center members to consider for correction of our ongoing roof problems. After a plan was adopted, Emile completed the process of securing architectural and structural engineering documents, as well as beginning the permitting process with the City of Portland. Virginia Bowers has been very helpful with this process. All paperwork has been turned in to the City, along with payment of \$800 for intake fees. Due to non-compliance of porch roof plan with City regulations, we have to submit a request for an adjustment to the zoning codes in this area. After we receive the adjustment, we will be seeking bids from at least 3 contractors for the job. Due to winter weather, work will be delayed until the dry season (approximately June of 2021).

We have already spent approximately \$13,600 on project expenses (drawings, fees, etc.). We have an anticipated \$48,000 in funding earmarked for the roof project at this time:

- 20K from SPNW in the form of a grant

- 20K from SPNW in the form of a repayable loan

- 8K from the MSF in the form of a grant

Morris and Maria are staying in touch with these grantees to keep them posted on our timing and to make sure these grants and loan will all be available in the future. Hopefully, they will be. The MSF grant can't be released until we have a final contract with a contractor.

Estimated cost of the entire project ranges from \$60,000 - \$80,000. We are anticipating that the Center will have to do fundraising to bridge the roof repair funding gap. Another option might be taking out a repayable loan/mortgage on the House. Morris suggested that we form an ad hoc group to discuss ways we can fundraise for the project. We will continue the discussion at our next business meeting.

The idea was suggested that perhaps the project could be delayed a year. Latham and Marius agree that the project could probably be put off another year with no significant architectural danger of roof failure. Latham suggested that we have a Center zoom call to discuss the roof project options.

8. Check-In

Attendees shared personal comments on how things are going for them during this period.

9. Meeting Schedule

The group expressed the desire to continue our pre-covid meeting schedule: That would include a regularly-scheduled meeting once a month to be held on the 2nd Sunday of each month. Business and check-in meetings would alternate.

10. Upcoming Meeting

Sharing Circle - Nov. 8, 2020

(Profit and Loss Document attached below)

8:57 PM
10/04/20
Cash Basis

**Subud Portland
Profit & Loss by Month
January through September 2020**

Ordinary Income/Expense	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20	Sep 20	TOTAL	2019 thru Sept	10/10/2020 Current Bank Balances
Income												
4000 - Donation Income												
4010 - Member Donations	1,398.60	1,990.00	695.00	995.00	1,100.00	945.00	1,690.00	878.00	1,170.00	10,861.60		Reg Checking \$1,984
Total 4000 - Donation Income	1,398.60	1,990.00	695.00	995.00	1,100.00	945.00	1,690.00	878.00	1,170.00	10,861.60	12,419.76	Capital Checking \$7,456
4200 - Rental Income												
4210 - Recurring Rentals	-550.00	1,000.00	2,430.00	0.00	0.00	1,030.00	0.00	0.00	1,250.00	5,160.00		
4220 - Event Rentals	800.00	1,550.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,350.00		
Total 4200 - Rental Income	250.00	2,550.00	2,430.00	0.00	0.00	1,030.00	0.00	0.00	1,250.00	7,510.00	23,007.50	PayPal-Debit \$279
4700 - Investments												
4710 - Interest	0.06	0.06	0.05	0.06	0.06	0.05	0.06	0.06	0.06	0.52		
Total 4700 - Investments	0.06	0.06	0.05	0.06	0.06	0.05	0.06	0.06	0.06	0.52	0.14	
Total Income	1,648.66	4,540.06	3,125.05	995.06	1,100.06	1,975.05	1,690.06	878.06	2,420.06	18,372.12		Savings \$7,496
Gross Profit	1,648.66	4,540.06	3,125.05	995.06	1,100.06	1,975.05	1,690.06	878.06	2,420.06	18,372.12	35,157.40	
Expense												
6100 - Transfer to Affiliates												
6110 - Subud PNW	750.00	750.00	750.00	750.00	625.00	625.00	625.00	625.00	1,728.00	7,228.00		
6120 - Susila Dharma USA	0.00	0.00	150.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00		
Total 6100 - Transfer to Affiliates	750.00	750.00	900.00	750.00	625.00	625.00	625.00	625.00	1,728.00	7,378.00	7,170.00	
6200 - Repairs and Maintenance												
6210 - Equip Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	432.50	432.50		
6220 - Property repair and maintenance												
6222 - Materials	0.00	0.00	420.00	0.00	0.00	0.00	0.00	0.00	0.00	420.00		
6224 - Labor	0.00	0.00	0.00	0.00	665.00	0.00	274.00	0.00	0.00	939.00		
Total 6220 - Property repair and maintenance	0.00	0.00	420.00	0.00	665.00	0.00	274.00	0.00	0.00	1,259.00		
Total 6200 - Repairs and Maintenance	0.00	0.00	420.00	0.00	665.00	0.00	274.00	0.00	432.50	1,691.50	1,060.50	
6300 - Contract Staff												
6310 - Bookkeeping Fees	93.75	162.50	56.25	0.00	0.00	112.50	0.00	125.00	0.00	550.00		
6320 - Facilities Cleaning	612.00	306.25	250.00	0.00	0.00	0.00	450.00	275.00	81.25	1,974.50		
6340 - Grounds Management	0.00	0.00	0.00	167.99	0.00	0.00	0.00	0.00	0.00	167.99		
6350 - Rental Manager	1,611.00	0.00	1,495.00	550.00	760.00	693.00	590.00	585.00	582.00	6,866.00		
Total 6300 - Contract Staff	2,316.75	468.75	1,801.25	717.99	760.00	805.50	1,040.00	985.00	663.25	9,558.49	14,781.48	
6400 - Services and Fees												
6450 - PayPal Fees	0.00	0.00	3.15	0.00	0.00	0.00	0.00	0.00	0.00	3.15		
Total 6400 - Services and Fees	0.00	0.00	3.15	0.00	0.00	0.00	0.00	0.00	0.00	3.15	1,103.00	
6500 - Operating Expenses												
6510 - Supplies-House	80.99	64.00	90.00	0.00	45.00	95.93	5.00	46.95	81.25	509.12		
6520 - Groceries	16.17	35.59	37.53	0.00	0.00	0.00	0.00	0.00	0.00	89.29		
6530 - Postage	0.00	0.00	0.00	0.00	0.00	0.00	33.00	0.00	0.00	33.00		
6540 - Printing	66.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66.48		
6545 - Rental Phone	70.00	0.00	70.00	35.00	35.00	35.00	35.00	35.00	35.00	350.00		
6570 - Insurance	182.83	182.83	182.83	182.83	182.83	182.83	182.83	182.84	0.00	1,462.65		
6580 - Small Equipment & Tools	0.00	0.00	0.00	0.00	0.00	0.00	0.00	105.50	0.00	105.50		
Total 6500 - Operating Expenses	416.47	282.42	380.36	217.83	262.83	313.76	255.83	370.29	116.25	2,616.04	3,469.57	
6600 - Utilities												
6610 - Electric	90.01	93.61	85.22	66.44	56.00	60.95	50.27	40.31	79.70	622.51		
6620 - Natural Gas	259.22	253.97	183.25	160.00	126.46	36.54	37.69	21.20	19.51	1,097.84		
6630 - Phone & Internet	138.49	143.24	286.48	0.00	143.06	143.12	143.12	172.29	144.31	1,314.11		
6640 - Garbage & Recycling	109.45	0.00	74.70	0.00	82.20	0.00	74.70	0.00	74.70	415.75		
6650 - Water	0.00	0.00	288.74	0.00	0.00	261.75	0.00	0.00	219.70	769.22		
Total 6600 - Utilities	597.17	490.82	819.39	226.44	407.72	502.36	305.78	233.80	537.96	4,219.43	3,945.09	
Total Expense	4,080.39	1,991.99	4,421.15	1,912.26	2,620.55	2,248.62	2,500.81	2,214.09	3,477.95	25,465.61	31,559.64	
Net Ordinary Income	-2,431.73	2,548.07	-1,296.10	-917.20	-1,520.49	-271.57	-810.55	-1,336.03	-1,057.89	-7,093.49	3,597.76	
Net Income	-2,431.73	2,548.07	-1,296.10	-917.20	-1,520.49	-271.57	-810.55	-1,336.03	-1,057.89	-7,093.49	3,597.76	