

## BOT MINUTES May 22, 2013

Members present – Pradeep Khanna, Koeli Goel, Raju Perecherla, Sanjeeva Reddy, Subbu Sundaravelu, Neelu Kaliani.  
Proxy- Nani Bhowmik 's proxy given to Koeli Goel over phone to Pradeep Khanna at the start of meeting.

1. Koeli- several members have resigned recently, what is the size of the BOT now ?

All- 15, 14, 13 ?

Considering student member is non voting, Raja Shekhar does not attend meeting – Question is how many people do we have to have in meetings to have a Quorum.

Everyone agrees it should be 7 given the recent resizing of the BOT till we recruit more to the BOT.

2. Neelu – Will contact Shailesh/ IT chair to correct the BOT mailing list to include only the current members.

3. Koeli – What is the protocol for cleaning for the Temple ?

Sanjeeva- Garbha gudi to be cleaned only by the Priest .

Everyone agrees that the rest of the Temple premises can be cleaned by hired help/volunteers .

Will engage a cleaning lady for 3 hrs every week at 12 \$ /hr (unless we get more reliable or competitive price)- Koeli will arrange for cleaning lady for the time being.

4. Pradeep- How do we keep Tally of the money being given for Puja/ Archana ?

Sanjeeva – We have a table set up close the Dieties and it have Reciept book and people will fill out details of the Puja/price/gotram etc and then show receipt to Panditji to get puja performed.

5. Sanjeeva- This week people came from Chicago for Akshara puja as we are the only Saraswati Temple close by.

Everyone – we should spread the word around .

Neelu- We should put it on our Website that we are a SARASWATI temple

Pradeep – Legal entity remains HTCSCI but we can advertise that our main diety is Saraswati mata .

Neelu- Will contact Shailesh to make the change.

Koeli- Will provide the back up help Shailesh needs to make the change.

6.Bhajan hours – Subbu and Sanjeeva have made a Google spread sheet to help community organize the Bhajan timings so it does not interfere with Temple Puja and Archana and with visitors who would like to perform quick puja and unable to wait till Bhajans are done.

This will be sent out to community.

Request Subbu to share the spreadsheet with BOT, Members present agree with the schedule shown unanimously.

7.Pradeep – How do we approach the Non compete clause of 100 miles in our contract that the Priest is hesistant about ?

Raju – Will have to sit down and discuss with him.

8.Raju- I have contacted State Farm who have the most competitive Workman's compensation and Srinivas has also talked to them and we have paid 271 \$ per year to cover the Priest.  
Base salary shown as 25 K.

9. Health insurance Sanjeeva will look into several plans, for now Priest has his own insurance which he will continue for now.

10.Pradeep – Code of conduct for Priest ? We should have one .

Subbu- It is part of the contract.

11.Neelu – Puja prices and schedule of puja will need to be printed and laminated- I will arrange this.

12. Pradeep – home Puja – should we restrict to only HTCSCI members ? this way we can get more members ?

Neelu – I don't think people will agree to become members if they have not

done it already .

Everyone – Let us keep the same prices for members and non members till 12/2013 then revisit whether to charge 50 \$ more for non members.

Sanjeeva- several people are contacting already to arrange for home puja .

13. Koeli – we should form an O & M TEAM .

Everyone – Yes.

Koeli – should it be part of Facilities committee ?

Everyone – No .

Pradeep - I propose that we form a new committee called O & M committee

Raju – I second it .

All in favour say I – Everyone responds, unanimously agreed.

Functions of this committee-

1.Day to day management of the Temple premises.

2. Coordination with Pandit ji.

3.Operational funds – This committee will have funds of upto 1000 \$ to make purchases such as puja items / tissue papers etc that does not need to wait for BOT approval.

4.Look into getting security system for Temple.

5.Hiring cleaning personnel.

6.Horizontal structure of this committee – Lead – Sanjeeva, other volunteers- Koeli,Raju,Neelu,Subbu.

14. Koeli – We need a Puja committee chair – should we nominate Mallu ? He did such an excellent job with the Pranaprathistha .

Pradeep – Yes – there was involvement of all members of the community

All in favour – Mallu unanimously elected as the Puja committee chair.

15.Subbu- we should have an Expense book in the office – for end of the year glance at expenses- keeps the process more transparent.

Everyone agrees.

16.Sanjeeva- O & M team will need Sam's club card for expenses.

Neelu – We can get the details and make new cards.

17. Koeli – with recent incident we need to work on a Policy and Procedure Code of Conduct for BOT.

Neelu- Ethics committee.

Pradeep – I will write it but I need input from other members – Koeli ,Subbu,Nani,Raju volunteered to be part of this process.

18.Neelu – What is the process when members Resign ? who accepts it ?

All – the President has to make a decision and let the others know.

19.Everyone – congratulations on the level of participation from the community for the Pranapratishtha – it was very well done.

20. Subbu- I am working on Priest residence and getting information from several apartment complexes.