

Vancouver Island Vipassana Association Trust Meeting

May 5/2008

80 High St.

Meditation: 4:30 - 5:45

Potluck: 5:45 - 6:15

Meeting: 6:15 – 7:30

1. Meditation (3 minutes)

2. Introductions

- attendance - trust members - (Robert, Carl, Hope, Steve) - ATs (Jenny, Evie, Bob) - Friends - Harry, Dan
- review the agenda, add any needed items & prioritize
- set time for meeting & agenda items
- read Trust meeting guidelines

3. Announcements

- Feb 13/08 a development permit was issued to VIVA for the subdivision of block 401

4. Corrections & Approval of past minutes:

- Review task list from March Trust Meeting

5. Committee Reports:

6. E-mail decisions:

- The purchase of Don William's truck for \$2000
- Take out Directors and Officers insurance on June 25/08
- To hold a single 10 day course off center course at Shawnigan Lake, but to consider a 10 day and a three day course in 2009

7. AT/Executive Committee Report – email list serves are as follows:

(Bob sent this email to the Trust, and is available to those who wish to read it)

8. Land Committee - (Coordinator-Carl / Jenny, Steve, Evie, Harry – AT Advisor - Bob)

- There have been 3 meetings: one on the land, the 2nd and 3rd at Bob and Jenny's.

Discussed:

1. Committee name and responsibilities: no consensus

2. Priorities to discuss

- What funds may be available for center development?
- We need to facilitate being able to meditate, as soon as feasible, at Dhamma Modana. Location for possible three-day course, day-sits, etc.
- Where might be the best place to locate and build a caretaker's accommodation?

3. Access to land:

- Bridge on existing road vs new road access? There seems to be plenty of room for access to our excess property from the highway as we have 100m or so of road frontage west of our existing access.
- Recommend replacing old bridge with a new one across Oliver creek.
- See proposals

4. Buffer:

- We need to explore other possibilities in regard to acquiring buffer land from Hancock.

For example, perhaps a covenant on the buffer land would suffice.

5. Development discussion:

- Rob Grant mediator interested in being part of project.
- J Kahn's flow chart: building codes, costs, size, number, design, etc.
- Do we need architect? Interview all candidates.
- What kind of structures, alignment, etc.?

Carl contacted and had development discussions with:

Rob Grant, architect; Bill Robson, architectural consultant; Brandy Gallagher, director of Ourecovillage; Tom Jansen, 'rammed earth' designer/builder; Ian, CVRD building inspector for area I.

ROB GRANT (604-731-9363, 1-866-903-9363) and his wife are old students living in Vancouver. He is an architect with many years of designing various residential and commercial buildings, and larger projects.

A current project is a development for 'Gringos' in Baja California which consists of three villages of adobe houses and businesses arranged on narrow streets connected by bike paths; attention to eco friendly, sustainable life styles.

He is very interested in being a part of the Dhamma Modana development.

The level of his involvement would determine how much and what he might possibly want regarding fiscal remuneration.

These days for Rob, the need for money is less a priority than the purpose and quality of the project. At the same time he said he doesn't want to undercut other architects, recognizing a balance there.

After a 20-30 min conversation I (Carl), feel excited that Rob has great aesthetic ideas and understands the development and building process. He would like to visit the center land in June or July.

BILL ROBSON is a local Duncan architectural designer with an office in a heritage home. He is familiar with the codes that apply to building Dhamma Modana; can draw plans and construction drawings.

He charges \$65/hr.

BRANDY GALLAGHER is director and founder of Ourecovillage near Shawnigan Lake. We've exchanged introductory letters. From what she and others have said, she may be an important resource for solid alternative builders and building styles, as well as working with the local people and government.

TOM JANSEN (250-748-8632, www.earthenhomes.ca) is a certified 'rammed-earth' designer/ builder living in Duncan. He is interested in meeting with us.

- 6. Topographic survey: Bob plans to undertake this in June.
- 7. Contacted the cvrd and confirmed that per bylaw 3.14 we can legally make a 'lot line adjustment'.
- 8. We decided to go ahead with the septic and legal lot surveys required on the 4acre subdivision.
- 9. Asked bill Johnson to write up covenants for: (1) SPEC and (2) no livestock.

Tasks:

- Bob to call or email Jim Kahn.
- Bob to undertake topographical survey in June
- Carl: email all contacts, e.g. bridge.

9. Planning Committee: n/a

10. Outreach - (Coordinator –Robert / Harry, Bob, Diane, Bill, Sue (AT Advisor - Evie)

Report given by Evie: The presentation at the Regional Treatment Center scheduled for May 27 to the Clinical Management Team has been postponed until an unspecified later date, due to some concerns of the clergy about the sectarian nature of a course within the facility. So Sheldon, Sister Jessie and I are meeting with the clergy on May 27 to try and dispel some of these concerns. It has been suggested that we show the 15 minute talk Goenkaji gave to the United Nations discussing in the nonsectarian nature of this practice. We will see if this seems appropriate; we would take it with us.

Cowichan Lake Chamber of Commerce Report:

Carl attended the C of C meeting April 16.

The Real Estate Div of Timber West was presenting their ideas/intentions to sell/develop some of their lands on Vancouver Island for residential, commercial, and industrial purposes. They said it was a 15yr long timeline that they are looking at.

They have identified 39,000acres stretching from Sooke to Campbell River that they want to develop. They are mounting a PR campaign to inform and join with communities to plan sustainable economies on the Island.

Though emphasizing that TW forestry operation will remain 90% of their revenue, they see themselves becoming a 'land management' company. They had no info and seemed evasive to questions about their lands around CL.

I met the editor of the local paper, The Gazette. Among other things, he said that the 'Slopes' development next door to the center land has experienced theft of construction mats and other equipment.

With security in mind, we may need to build the caretaker house first.

11. Website Committee – (Coordinator – Doug / Robert, Steve, AT Advisor – Jenny)

There has been considerable progress in regards to the VIVA website. Brihas has been in contact with an old student and has been able to speak and understand the language of web programming with him. We may have an updated

VIVA website for us to critique by early May.

12. Finance Committee Report – (Hope / AT Advisor - Evie) - report below

13. Shawnigan Lake Course Committee – (Coordinator – Jenny / Hope)

14. Meditation Cushion Committee – (Coordinator - Jenny / Hope, Robert, Evie, Steven)

- No report

15. Discussions & New Business:

- Insuring Don's truck, value assessment:
Don's truck has been evaluated at \$3500.00. He would like to donate 2000 of this. To pay the proper taxes, we will do a bill of sale to Don for \$3500 and he will donate back \$1500.00.
- Composition, scope of Land and Planning Committee
- **seems like there are two headings: Land Committee** (4 acre lot, subdivision, sales, lot line adjustment, survey of boundaries and roads, covenant, buffer) **and Planning Committee** (center building design, placement, use / infrastructure / meditation on land / etc)
These definitions and scopes are accepted. For the time being the Land committee will be the only active committee until more people return at the end of the summer.
- **Bridge** – purchase and installation of a bridge instead of trying to put in a new road access. Pro's and cons were discussed.
- Buffer/Covenant

16. Proposals

- Purchase and install a reconditioned bridge at the initial proposal of \$20,000 and, if necessary, a new bridge at up to \$25,000 installed.

Passed

17. Evaluation of Meeting

18. Future meeting dates – between May 27 and June 3rd

19. Meditation (3 min)

Task List – VIVA Meeting, Victoria, Mar 11, 2007

Evie:

1. check on 3-day availability before or after the Shawnigan Lake course (done)

2. prepare name label(s) for Chamber of Commerce meetings:
"Vipassana Meditation Centre" (done)
3. send out group sitting guidelines to the trust (done)
4. take group sitting guidelines to David and Ni, see if they qualify- if yes, notify Robert to put on web as official group sit and notify centre (done)
5. ask Bill S if he wants to be coordinator of Planning Committee (done)
6. send Hope the GST e-mail from Eileen (keep in contact with auditor until the GST on the lot is clarified , also asked them how to file the purchase of the truck)
7. send Hope the financial proposals so she can write tax receipts (done)
8. send Laurel Elizabeth's contact info (done)
9. fax Doug Cooper so all Trustees have signed resolutions (done)

Carl:

1. Check out Section 9 done

Robert:

1. Remove High St location from website. Check with Evie re David and Ni's place for Tuesdays. (done)
2. email Hope re day sit list serve info (done)

Bob and Jenny:

1. Get Dhamma Surabhi building committee archive for April 19 meeting - done
2. call Tony Bauer re Winter Bros. Tree cutting (done)
3. get documents for Trust Package and send to Hope - done
4. Jenny: oversee cushion project - **in progress**

Laurel: contact Elizabeth about listing progress and then the Trust about revising selling price of lot about 2nd week of April (done)

Hope: inventory/research supplies for Shawnigan Lake course (done)

Doug: email Steve the website report (done)

MAY 2008 VIVA FINANCIAL REPORT

VanCity Balances

Membership shares 51.42

Community Service Account 00001 (chequing), May 3, 2008 3,754.39

Community Service Account 00002 (monthly dana) 340.00

12 Month Term Deposits

- Cashable (90 Day Lockout)
- Started on 07-Sep-2007
- Maturing on 07-Sep-2008
- Interest Rate 4.0%
- Interest compounded every 12 months

Account 00003 5,000.00

Account 00004 5,000.00

Account 00005 5,000.00

Account 00006 5,000.00

Account 00007 5,000.00
Account 00008 5,000.00
Account 00009 5,000.00
Account 00010 5,000.00
Account 00011 5,000.00
Account 00012 5,966.10 50,966.10

\$55,111.91

Tasks completed since March 2008 Financial Report

Processed monthly dana 170.00

Processed March day sitting and between course dana 430.00

Invoices approved and paid as received:

- 4 Acre Development permit/subdivision application – CVRD 150.00
- RBC Preauthorized Payments 35.76
- Bookkeeping Services – E. Henthorn 122.85
- Charitable status – final payment – Bull, Housser & Tupper 392.22
- Gas, travel, gate materials – C. Wolford 49.54
- Office supplies – H. Funk 56.51
- VIVA Charitable receipt books – Bayside Press 334.88
- Chase Paymentech startup and montly fees 70.57

\$1,212.33

Paperwork for March/April delivered to bookkeeper.

Cancelled account with Moneris due to high fee charges

Set up account with Chase Paymentech to receive VISA/Mastercard donations

VF loans forgiven and charitable receipts issued

Ongoing revisions of VIVA forms to reflect our new charitable status

Negotiated addition of Directors and Officers insurance. Encon has advised that VIVA can be added to the existing Vipassana policy for an additional annual premium of \$400.00. This will take effect when our policy is renewed June 25, 2008.

Agreed to purchase Don Williams' truck for \$2000. The truck is valued at 3500-4500 so we will write him a cheque for \$3500 and he will write VIVA a cheque for \$1500 for which he will receive a charitable receipt. Don is currently away for the next 6 months so the logistics of this transaction is currently in the works.

VIVA Spending Policy to be revisited re what constitutes discretionary and non-discretionary items and how it relates to our 2008 budget