1. The Caretaking Council of the Honey Locust Sangha met at the Yoga Path on August 13, 2017. Members present: Colleen Brown, Gina Matkin, Mike McMahon, Dave Watts, Beth Draper, Mark Watson and Patrice Watson. Other members, Amanda Zasada and Megan Seymour, were absent. No visitors were present. These notes were made by Patrice Watson.
2. We began by meditating, checking in, and reading Thay’s meditation before meetings.
3. The financial committee made a report and recommendations.
	1. Make some changes in our management of the sangha library.
		1. Establish a current inventory of all materials except magazines (Note, Laura Silbernick is the current librarian and is working on this list).
		2. Develop a list of core books which should always be included in the library. (Colleen volunteered to work on this list.)
		3. Include the OI aspirancy suggested reading materials on the list of core books. Mark these books with an indicator like “Part of the OI Aspirancy Set”.
		4. Ask the librarian to re-inventory the library materials every six months, and arrange for the replacement of any core books which are no longer in the library.
		5. Establish a library wish list to serve as a dana opportunity.
		6. Begin using a self-checkout process using the form which Amanda has developed. This form would be kept on a clip board with the library materials, and would request the borrower to record the date of taking a book, their name and the book title. When the borrower returned the book, they would cross off their entry. (Note the CTC requested adding email address/phone number information to the form so that it would be easier to contact a borrower if needed.)
	2. Include prison library materials in the list of qualifying scholarship opportunities (Note, CTC members indicated that all the interested prisoners have been released now so there is no need for prison library materials.)
	3. Primarily collect dana on Monday evenings but, when appropriate, set out the dana bowl at other sangha gatherings. (Note, the CTC suggested that CTC members participating in ongoing, non-Monday-night sangha gatherings, where there has been a practice of collecting dana for rent for that meeting explain to the participants that we are now paying that rent out of sangha funds collected on Monday nights.)
	4. In the event of a group meal in a restaurant with a visiting teacher, sangha funds will be used to pay for the visiting teacher’s tab only.
	5. At retreats, the retreat planning committee will ask someone to regularly check for, and take care of, dana offerings, to avoid leaving money unattended in the bell.
	6. Establish a plan to communicate financial policy changes to the whole sangha. (Note the CTC decided that this communication will occur through the publication of the CTC minutes and the periodical publication of a report on financial events (funds taken in, funds spent). Both publications will be on the web site. Colleen agreed to contact Angie Siebert (the Webmaster) and ask her to send out an email to the listserve announcing each posting of CTC minutes and financial reports.)
4. The CTC agreed to all these recommendations, with the additions/clarifications indicated in the notes above, except for recommendations a)iv and b, which were not agreed to.
5. It was proposed that the financial committee has completed its work and can disband. The CTC agreed to this.
6. It was reported that Amanda Zasada has requested a scholarship to cover part of her registration fee for the TNH retreat in October. The CTC agreed to provide a scholarship that would cover half of her registration fee. It was also noted that no one had followed up on a previous decision to provide a scholarship to Cyndonna Tefft, and Mike agreed to check on this get her the money if it hadn’t been done already.
7. In a previous meeting, several CTC members had volunteered to investigate getting 501(c)3 status for the sangha (Honey Locust Sangha / the Community of Mindful Living). They reported in the current meeting that they now believe that it will cost about $500-$1000 to accomplish this, that there will be a very modest annual fee (less than $30) to maintain this status, and that the work involved in applying for that status and maintaining that status once it is granted will not be overly onerous. They also said that as part of this process they would apply for an employer ID for the sangha so that the sangha’s bank account would be identified as belonging to the sangha rather than a couple of sangha members (as it currently stands). They also said that as a part of this process they would establish a way to make donations online. The CTC agreed that this whole process should continue, and Mark and Dave volunteered to continue to work on this.
8. In a previous meeting we decided to create a financial mission statement to guide spending of financial resources. Patrice drafted the following: The financial resources of the Honey Locust Sangha are collected and managed so as to assist and enhance our collective practice, including our practice of sharing our practice with the surrounding community. All funds will be used in this way. The CTC agreed to adopt this statement.
9. In a previous meeting we decided to modify the dana basket sign to more accurately reflect our current uses of these funds. Patrice drafted some text and some revisions were by others. The revised text was discussed and we agreed to use it. Gina volunteered to make a new sign. Here is the text: Your offering helps to nourish and grow the sangha. Funds collected are used to pay our rent, buy materials for sangha use (books, cushions), pay visiting teachers, and provide scholarships. Your donations are not tax-deductible. Our financial mission statement: The financial resources of the Honey Locust Sangha are collected and managed so as to assist and enhance our collective practice, including our practice of sharing our practice with the surrounding community. All funds will be used in this way.
10. In a previous meeting, we agreed that some text on the web site needs revision, and some policy needs to be set with respect to how long CTC minutes and financial report stay on the site. Gina offered to work on this, and in today’s meeting reported that there is quite a bit to be done. She proposed leading an effort (with help from Amanda, Mike, and Angie Siebert) to make these revisions. Prior to posting new text she will send it to CTC members; CTC members can request CTC discussion of particular proposed changes. We agreed to this approach.
11. There was discussion of a local screening of the film ‘Walk With Me’. Beth suggested that a panel discussion after the Film Streams showing of the film would be good. Colleen said she had talked to Betianna Simon about an earlier screening of the film.
12. One item remains undiscussed on the ‘tasks in progress’ list: Developing a checklist for facilitators to mention on Monday nights. Mark is working on this.
13. The meeting closed with a reading brought to us by Beth: My spiritual journey is the real one in my life. Growing spiritually can be as exciting as travel, outdoor adventures, and romance. On that spiritual road, true blessings are encountered and I become a blessing. As Martin Luther King Jr. said, ‘Our lives begin to end the day we become silent about things that matter.’