Hindu Society of Central Florida

Minutes of the Board of Directors Meeting

Meeting Details

Date & Time	**February 22, 2026 09:59 AM**
Location	Board Room, HSCF Temple Hall
Directors Present	Shri Deepak Aggarwal Shri Madhu Cherukuri – ***Joined via ZOOM*** Shri Promod Dubey Shri Satish Mahajan Shri Ramprasad Nitta Shri. Jogi Pattisapu *Shri Muthuswami Swamy (President, EC)*
Directors Absent	Shri Babuji Ambikapathy Shri Mahendra Kapadia
Visitors	*Shri Eshwar Boddepalli (VP, EC) partial, in-person*

1. Call to Order & Opening Prayer

The meeting was called to order at 9:59 AM and started with an opening prayer. The Chair noted that the goal was to begin meetings closer to 9:50 AM and encouraged all members to stay on topic to keep meetings on schedule.

2. Approval of Previous Meeting Minutes

Minutes of February 22 meeting, which were distributed earlier were approved unanimously.

3. Executive Committee (EC) Update – Swami, President

3a. Budget Presentation

Swami ji presented a high-level operating budget for discussion. Key points raised:

- February 28th was established as the deadline for all committees and EC members to complete onboarding and begin substantive work.

- The EC's treasurer was on standby to answer any questions; budget categories had been reorganized, leading to some cross-contamination of line items requiring further review.
- Swamiji presented the budget as a 'continuing resolution' — maintaining 2024–2025 spending levels until a full budget can be passed.

Budget Summary (approximate figures presented):

Category	Notes
Salaries & Wages (Priests, Staff, Canteen)	~$400,000
General Repairs & Maintenance	Routine items (AC, plumbing, etc.)
Insurance	~$100,000 (jewelry coverage increased to $1.5M)
Annual/Monthly Event Expenses	~$162,000
Office & Administrative Expenses	To be detailed
Total Operating Expenses (est.)	~$1.5M–$1.8M
Total Revenue (projected)	>$2M (Poojas, donations, memberships, rentals)
Non-Operating (Capital Projects)	~$104,000 (prior year)

3b. Budget Discussion & Resolution

Significant discussion occurred regarding whether to approve a full budget now or proceed with a continuing resolution while larger capital decisions are made. Key points:

- Board members requested that the EC circulate the full budget document via email so all members can review line-by-line at the next meeting.
- It was agreed that operational expenses must continue regardless; salaries, maintenance, and recurring costs should not be interrupted.
- Capital/project budgets were deferred pending board decisions on long-range plans (e.g., whether to fully renovate the hall).

MOTION – Continuing Resolution:

- ***A motion was proposed to continue operating expenses at 2025 levels until a full budget and approved unanimously within the scope of operating expenses only (excluding capital projects).***

Action Items:

- *EC (President/Treasurer) to email the full budget document to all board members before the next meeting.*
- *All board members to review the budget and submit comments/questions in advance of the next meeting.*
- *Budget approval vote scheduled for the next BOD meeting.*

4. Capital Projects Update – Promod & Deepak

4a. Canteen Renovation

- Floor drains and tile work expected to be completed by the coming weekend (target: February 28th).
- Fire suppression, hood, and AC contractors also expected to complete work the same week.
- Canteen expected to open partially (excluding dosa, which requires additional curing time for the tile).
- Current estimated cost: On track to come in under $185,000 (original budget $245,000; revised estimate $185,000).

4b. Ratham (Chariot) Storage Building

- Door installation scheduled for March 9th.
- Remaining items: Door and paver driveway connection.
- Total funds raised: ~$67,000. Total projected spend: ~$120,000+.
- Interior finishing deferred due to funding shortfall; team will reach out to lead donor for additional contributions.
- Paver connection needed to allow the Ratham to be rolled in smoothly.

4c. Roof Leaks & Roof Condition

Significant discussion regarding the temple roof:

- Multiple areas of leaking confirmed in both the temple building and the hall.
- Vendors who assessed the roof (while on-site for security cameras) indicated full roof replacement is likely required.
- The temple is approximately 21–25 years old; flat roofs typically last ~20 years.
- Previous patchwork was done above Balaji sanctum and Radhakrishna area by Arumugam, which proved effective.
- Arumugam's return was delayed due to visa cancellation.

Action Items:

- *Obtain a professional roofing company assessment and estimate for full roof replacement. Do not continue patchwork without first getting a holistic cost comparison.*
- *Include roof replacement in capital budget discussions.*

4d. Outdoor Kitchen / Work Area Extension

- Plans are on hold pending completion of the current kitchen inspection and permit process.
- A proposal for architectural plans was submitted ($2,000); previously put on hold.
- Once kitchen inspection is complete, the outdoor extension project can proceed.
- Additional suggestion: Cover the side area adjacent to the exit door to create covered storage (low-cost, already paved).

4e. Trash Enclosure / Paver Area

- Budget estimate received: ~$2,200 for pavers.
- Awaiting confirmation from Ramu (currently in India) on scope and coverage area.

5. Conflict of Interest Disclosures

- All BOD members have submitted signed conflict of interest forms.
- EC members: President to follow up with EC members and collect the signed forms
- Conflict of interest form has been circulated to all Board members to pass it on to the sub-committee members

Secretary presented a list of all sub-committee members identifying three committee member names serving on more than two committees, which exceeds guidelines — to be addressed.

Action Items:

- *President Swami to follow up with EC members and collect Signed Conflict of Interest forms.*
- *Follow up with sub-committee members to sign the conflict-of-interest forms and collect them – All BOD members and EC members*
- *Address the sub-committee names who are on more than two committees – Committee Chairs who has their names*

6. Emergency Operations Plan – Satish

6a. Plan Overview

Satish presented a summary of the Emergency Operations Plan (Version 1) currently being drafted. Key components:

- Covers: Medical emergencies, fire, missing children, trespassers, and other specific hazards.
- Does not currently cover cybersecurity incidents (assigned to Ishwar/IT team separately).
- Plan includes roles and responsibilities before, during, and after an incident.
- Goal: Save lives, protect devotees, and limit organizational liability.

6b. Key Action Items from Plan

- *Distribute plan to all EC members and employees; obtain signed acknowledgment from each.*
- *Conduct a tabletop exercise with priests, key canteen staff, and volunteers.*
- *Appoint a reunification site: Willow Creek Church across the street was identified as the preferred external reunification point. A board member (Sampath or Swamiji) to speak with the church to confirm availability.*
- *Map of fire extinguishers and AED locations to be created by Eshwar's team and appended to the plan.*
- *Plan to be reviewed and updated annually (some suggested every six months).*
- *Background checks to be made mandatory for all new teachers and volunteers working with children.*

6c. Language School & Children's Safety

- All class teachers (Marathi, language school, etc.) to be briefed on emergency procedures.
- Strict protocols on who may handle or be near children during classes.
- Background checks already conducted on existing teachers; to be formalized going forward.

6d. CPR Training & AED / Fire Extinguisher Initiative

A motion was made and approved for the following:

- ***Engage a certified CPR instructor (fireman, known to Jogiji and Anupurna) to conduct CPR training at the temple.***
- ***Proposed date: March 21st (Saturday, tentative).***
- ***Cost: $35 per person, paid by HSCF for all employees; open to volunteers at the same rate.***
- ***Additional AEDs to be procured and installed (vendor can supply at cost).***

- ***Fire extinguishers to be verified at all exit doors per code and additional units added as needed.***
- ***Target Completion: By March 21st — fire extinguishers in place, AEDs installed, CPR training conducted, Emergency Plan distributed.***

6e. Security & Firearms Policy

- Board discussed posting 'No Firearms' signs on the property. While Florida concealed carry law applies, as a private entity HSCF can post signage.
- Occupancy is 570; Navaratri and major events regularly exceed comfortable capacity — safety is a priority.
- Security officers at Shivaratri received positive feedback from devotees.
- Sheriff's Office security assessment previously conducted; some recommendations implemented. Board recommends requesting a fresh assessment.
- Attach security assessment acknowledgment to the Emergency Operations Plan for mandatory board signature.

7. Committee Updates – Director Forum

7a. Fundraising Committee – Ram Prasad

- $48,000 in outstanding pledges from the Donor Appreciation Day campaign still to be collected.
- Larger donors have already fulfilled pledges; remaining amounts are smaller ($1,500, $500, $200, etc.).
- Grant opportunities identified: Hotel tax/tourist development funds mentioned; committee to explore.
- Legacy/bequest giving: Board strongly encouraged all members and devotees to include HSCF in their wills. A formal bequest program should be established similar to those used by UCF, Orlando Health, and other missions.

7b. Community Outreach – Promod

- Working with school board contact (Mini Cardona) to advance HSCF's language program approval.
- UCF Student outreach: Collaboration between HSCF youth and UCF students being planned. Event to be student-led; board to attend briefly if invited.
- Representation at community events: HSCF presence sought at events where other Hindu/cultural organizations are recognized (Orange County, City of Orlando).
- Interfaith participation: Iftar event in Sanford upcoming; Dev Sharma and Jogiji planning to attend under HSCF banner.
- Outreach budget request: $5,000 annually for community engagement; individual board members suggested to have discretionary authority up to $2,000 each for outreach activities without needing board pre-approval.
- Ongoing giving to Sheriff's Foundation ($1,000 annually) noted; canteen food donations to city/county offices well-received.

7c. Membership Committee – Madhu

- Received membership records and updates from the outgoing NEC (Nomination and Elections Committee).
- Reviewing records, including returned mail and address updates.
- A comprehensive membership policy and update plan to be presented at the next BOD meeting.
- Meeting scheduled with the membership team this week/coming week.

7d. Dining Area / Hall Improvements

- Walls in the dining area have been cleaned and are ready for painting.
- Flooring discussion ongoing: Decision pending on whether to tile the dining/seating area.
- FRP (Fiberglass Reinforced Plastic) wall panels suggested as a cost-effective finishing option for interior walls.
- New photos/artwork for the dining area to be selected in consultation with Lakshmiji.
- A walkthrough of the space to be conducted by relevant board and EC members to finalize the plan.

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8. NEC Report & Election Transparency

Background: Some questions arose regarding the transparency of the recent election process. The NEC offered to present to the full board.

- Secretary has reviewed all documentation provided by the NEC.
- A comprehensive report on the election process, outcomes, and any irregularities will be presented at the next BOD meeting.
- If the board still has questions after the report, the NEC can be invited to present directly.

Action Items:

Secretary to prepare and distribute the NEC report before the next meeting.

9. Shivaratri Feedback

Pramod raised concerns regarding the Shivaratri event:

- Devotees who paid $101 or $251 for Abhishekam did not receive individual sankalpa (personalized dedication).
- Mass sankalpa was deemed insufficient given the premium paid.
- Suggestion: Maintain a separate, priority line for paid sponsors; assign two priests to the Abhishekam line specifically.
- Referred to EC for follow-up and process improvement for future events.

10. Temple Manager

- President Swami recommended hiring a full-time Temple Manager to oversee day-to-day operations and handle minor maintenance, vendor coordination, and staff management.
- This would be a new position (not in the current 2025 budget).
- Board agreed the topic deserves a dedicated discussion.
- Action: Add 'Temple Manager Position' as a formal agenda item for a future meeting.

11. Adjournment

The meeting was adjourned following the director forum updates with a closing prayer.

Action Items Summary

Action Item	Responsible	Deadline
Email full budget document to all board members	President/ EC Treasurer	Before next meeting
All BOD members review budget and submit comments	All Board Members	Before next meeting
Pass formal annual budget	Full Board	Next BOD Meeting
Obtain professional roof replacement estimate	EC / Ramu	ASAP
Collect signed COI forms from all EC members	President/ Committee Chairs	ASAP
Coordinate CPR training (March 21st target)	Jogi	March 21st
Install/verify all AEDs and fire extinguishers	EC/ Eshwar	March 21st
Complete and distribute Emergency Operations Plan	Satish	March 21st
Create fire extinguisher & AED map of premises	Eshwar/ EC	March 21st
Speak with Willow Creek Church re: reunification site	President/ Sampath	Before March 21st
Request new Sheriff's Office security assessment	Satish	Next meeting
Prepare NEC election transparency report	Secretary	Next BOD Meeting
Present membership update and policy proposal	Secretary	Next BOD Meeting

Finalize dining area improvement plan (walkthrough)	Deepak/ EC	Next BOD Meeting
Add Temple Manager position as future agenda item	Chair	Future meeting
EC to follow up on Shivaratri sponsor process	EC/ Pramod	Next event
Resolve over-committee membership	Secretary/ Committee Chairs	ASAP