Hindu Society of Central Florida

Minutes of the Board of Directors Meeting

Meeting Details

Date & Time	**March 8, 2026 09:50 AM**
Location	Board Room, Hindu Temple Hall, Casselberry, FL
Directors Present	Shri Deepak Aggarwal Shri Babuji Ambikapathy Shri Madhu Cherukuri Shri Promod Dubey Shri Mahendra Kapadia Shri Satish Mahajan Shri Ramprasad Nitta (joined few minutes later) Shri. Jogi Pattisapu Shri Muthuswami Swamy (President, EC)
Directors Absent	None
Guests	The following guests joined the BOD meeting at the beginning to present and invite BOD, EC an HSCF community to the Amrit Mahostav celebrations (75th Anniversary) Shri Vibhu Aggarwal Shri Kishore Korimilli Smt Geeta Pandit Shri Bhavya Trivedi All the guests left the meeting after the presentation.

1. Call to Order

The meeting was called to order at 9:50 AM and started with an opening prayer.

2. APPROVAL OF PREVIOUS MEETING MINUTES

Minutes from the previous Board meeting were circulated prior to the meeting and a motion was made and seconded to approve the minutes as circulated. No opposition was raised.

RESULT: Previous meeting minutes approved.

3. GUEST PRESENTATION — CHINMAYA MISSION

Chinmaya Amrit Mahotsav — 75th Anniversary Celebration

Representatives from Chinmaya Mission formally invited HSCF Board members and all HSCF members, to participate in a landmark celebration marking the 75th year of Chinmaya Mission worldwide. Seventy-five years ago, Gurudev Swami Chinmayananda held his first satsang, commencing his teaching mission.

The worldwide observance is titled Chinmaya Amrit Mahotsav. Different centers are marking the milestone in various ways — Bhagavad Gita chanting, Hanuman Chalisa havans, and other spiritual observances. As part of these celebrations, Chinmaya Mission Orlando planned to conduct Hanuman Chalisa Havan on April 11, 2026 and the formal invitation was presented / extended to all BOD and EC members.

Hanuman Chalisa Havan — April 11

Event:	Hanuman Chalisa Havan
Date:	April 11
Venue:	Open field adjacent to the retention pond on temple grounds
Purpose:	Mark the 75th year of Chinmaya Mission; invoke peace, prosperity, and collective well-being for the entire community
Attendance:	Free and open to the public; registration requested for planning purposes
Sponsorship:	Available for those who wish to participate in the havan itself
Parking:	Temple parking lot confirmed available (no temple event that day)

Board Discussion & Requests

- Chinmaya Mission requested permission to display a promotional banner/flyer on temple premises. The matter was deferred to the next EC meeting (Sunday) for formal approval.
- The historical relationship between HSCF and Chinmaya Mission was acknowledged — both organizations have shared facilities, events, and educational programs for decades.

- Security coordination was discussed. Chinmaya Mission confirmed they would reach out to the Sheriff's Department and Fire Department for the event. Board member Satish ji with ties to the Sheriff's Department offered to assist with communication, if needed.
- Board members and their families were personally invited as honored guests. A suggestion was made for the board to attend as a group; a specific time will be communicated.

After the presentation, Chinmaya Mission representatives left the meeting room

4. FIRE SPRINKLER INCIDENT — UPDATE

Background: A fire incident in the temple kitchen triggered the fire sprinkler system. A cooking vessel containing ghee/oil was left unattended and overheated, resulting in a small fire. An attempt to douse it with water caused the fire to spread briefly, activating the sprinkler. The Fire Department was called and placed the temple on a 7-day watch.

Update at this meeting:

- The 7-day fire watch has been successfully completed. All corrective actions were completed in a timely manner: damaged ceiling tiles replaced, room cleared, riser room repaired, and new sprinkler head installed.
- The fire valve was found to have a residual leak (not fully closing) and was tagged for a 30-day remediation notice. Shri Ramu (maintenance) upon returningwill handle the 30-day compliance item.
- The ceiling tiles in the riser room need to be replaced/reworked. The pressure readings on the pipes need to be documented which were missing currently. The plan is to install a metal plate with the pressure readings engraved. Though metal plate is not necessary, it is preferred.
- The backflow valve issue will be coordinated by Shri Promod and Shri Ramu within the next two weeks before the reinspection occurs.
- Building plans have been digitized and are available; they will be shared with the fire inspector as needed and uploaded to the cloud repository.
- The Fire Department expressed satisfaction with the speed and quality of the response. No negative findings were noted.

Special thanks were extended to: Promod ji, Ketan ji, and Eshwar ji for remaining on-site until 2:00 AM to complete the watch and repairs.

5. KITCHEN RENOVATION — STATUS UPDATE

Promod ji provided the following update on the kitchen and dining room renovation project:

- Kitchen tile/grout work is substantially complete; grout is being finished and will dry by end of day, with equipment move-in scheduled for Tuesday.
- Gas, hood, and fire sprinkler final inspections are being coordinated to occur simultaneously for efficiency.
- Target date for full kitchen operation: Friday of current week.
- Dining room tile work is complete. Remaining work (cleanup, possible painting) to be finished by Tuesday.

- Hall floor polishing was requested after the dining area is clear. The board's polishing equipment needs a minor repair (belt replacement); a professional floor polishing company will be engaged.
- A suggestion was made to invest an additional $5,000–$10,000 in cosmetic improvements to the dining area (lighting, artwork, painting) to achieve a high-quality, restaurant-caliber appearance. The board agreed this was worthwhile.

Budget Summary — Kitchen & Dining Project

Original Bid:	$400,000
Approved Budget:	$245,000
Internal Target:	$185,000
Projected Final Cost:	~$185,000 (under budget)
Spent to Date (as of last report):	$151,000
Budget Note:	Some unplanned additions: new grill, dining area flooring. Still within approved budget.

6. RATHAM STORAGE & FACILITY PROJECTS

Ratham Storage Room

- Drywall work is underway and expected to complete within the week.
- Door installation scheduled for Monday or Tuesday.
- Full completion estimated within approximately 10 days.
- Project is currently under budget.

7. Shoe Storage & Car Pooja Port

- Plans to add shoe storage and a designated car puja area with a canopy/awning were discussed. These ideas originated from an earlier design sketch from Shri Kishore Pathare.
- Proposal: Designate one or two parking spots specifically for car pooja, install a canopy for rain protection, and place dustbins to maintain cleanliness.
- Deepak ji to obtain pricing from contractors before the next Sunday EC meeting.
- Projects under $50K to be reviewed and approved by the BOD.

8. EXECUTIVE COMMITTEE (EC) REPORT

Highlights

- The EC formally thanked Pramod ji, Ketan ji, and Eshwar ji for their swift management of the fire sprinkler incident.
- The EC is focused on internal process improvement: reducing unnecessary expenditures, eliminating waste, and improving operational controls.
- A new Shloka (chanting) class has begun under teacher Smt. Madhumati, with approximately 40 participants joining online from multiple states.
- A Robotics program for youth is in development; additional classroom space is needed (see item 9).
- One ongoing devotee conflict has been addressed by the EC President.
- The sound/AV system remains a challenge: the current iPad-based controller is difficult for temple staff and priests to manage. A plan to replace it with a physical mixer and train few dedicated AV volunteers is being developed.

9. Agenda Process Improvement

The board discussed improving the pre-meeting agenda process per bylaw requirements:

- The meeting agenda should be distributed to all board members at least one week prior to each meeting.
- Board members are encouraged to submit agenda items to the Secretary in advance.
- Starting in April, a shared spreadsheet will be created to allow board members and EC to collaboratively build and prioritize the agenda.

10. Classrooms & Storage Space

- Demand for classroom space is growing (shloka class, robotics, youth programs).
- The EC was asked to consider converting the spare room and clearing storage items from climate-controlled spaces into an external storage container.
- EC acknowledged this is already on their agenda; a plan for storage pads/container placement will be developed after the kitchen project completes.

11. Landscape Plan

- The immediate priority is clearing dry brush and overgrowth from the temple grounds.
- Shri Sridhar (volunteer) has agreed to organize volunteers for the clearing effort.
- Timeline for initial clearing: approximately 2 weeks.
- A landscape design plan will be developed after clearing is complete and the sprinkler system coverage is mapped.
- Existing sprinkler maps may be available from a past contractor (parking lot upgrade). A formal grounds walk with the board is planned for the following weekend.
- EC to present Landscape Design and Plan to BOD at the earliest so that the decision can be made to implement in good weather conditions.

12. Canteen staff Visa

- Canteen staff Shri Armugan's visa renewal is a high-priority issue. A previous application was rejected.
- Shri Ram (current immigration support) is contacting his contact in Washington, D.C.
- The board discussed potentially engaging Shri Jayesh Katri (experienced immigration attorney in D.C., 30+ years) or community member Smt. Madhurima Pathuri (local immigration attorney who has handled prior cases for the temple).
- Shri Ram's services are provided free of charge, which was acknowledged and appreciated.

13. BUDGET — FISCAL YEAR 2026

The initial 2026 operational budget was prepared by the EC Treasurer and Finance Director (Shri Kam Shah) based on historical data from prior years. The budget was presented to the Board for approval.

FY 2024 Budget (Actual):	$1,614,000 (approximate)
FY 2025 Budget:	$1,600,000 (approximate)
FY 2026 Proposed Budget:	$1,632,254
Year-over-Year Variance:	~1.1% (within acceptable range)

Discussion points raised during review:

- Some line items appeared to have significant variances between years likely due to inconsistent expense categorization (e.g., special project costs booked as operating expenses in different years).
- The two major renovation projects (Kitchen/Dining Renovation and Ratham Storage) should be tracked as separate capital project budgets, not included in operating expense lines.
- Canteen revenue and cost structure discussion: canteen generates significant revenue (~$900K+) with costs that are difficult to fully allocate due to volunteer labor, shared utilities, and Prasad distribution. The board agreed this should not be micromanaged at the board level; the EC should handle canteen-related operational improvements.
- A volunteer meal voucher / tracking system was discussed to improve accountability for complimentary meals.
- The Q1 Profit & Loss statement must be posted on the temple website as required by the bylaws, with reconciliation of line items and explanations.
- Based on questions by Shri Ramprasad for the need to have a breakdown of various accounts to better understand the budget, it was agreed that Finance Chair will provide the necessary breakdown after discussion with the EC Treasurer.

Motion to approve FY 2026 operational budget of $1,632,254 was passed unanimously.

14. EMERGENCY OPERATIONS PLAN

Shri Satish Mahajan presented a printed Emergency Operations Plan for the temple facility. The plan provides hazard-specific guidelines. Additionally, a security assessment was developed in collaboration with the Sheriff's Office and has been reviewed twice over recent years.

Key elements covered in the plan include:

- Security and camera systems
- Active shooter / intruder incident procedures
- Fire evacuation and designated assembly points
- Visitor sign-in / log-out policy for contractors and guests
- Emergency exit identification and coverage gaps

Board decisions and next steps:

- The plan will be distributed digitally to all board members, EC members, key employees, and key volunteers. All recipients are requested to acknowledge receipt in writing.
- Designation of an off-site emergency assembly area is to be confirmed (suggestions included Willow Creek Chrch and Chinmaya Mission grounds).
- Satish ji will schedule a live or desktop emergency response exercise for staff and volunteers at a future date.
- A simple emergency poster summarizing key actions (fire, CPR, AED) to be created and displayed at visible locations in the temple. Satish ji will coordinate with Eshwar ji to complete this effort.

15. CPR / AED Training

As part of the emergency plan implementation, CPR/AED training has been proposed for the temple staff, EC and BOD members

Date:	Saturday, March 21 (revised from earlier mention of March 25)
Time:	8:30 AM
Trainer:	Mike Verschel
Cost:	$35 per participant (covered by HSCF for temple-affiliated participants)
Priority Attendees:	Temple staff, kitchen staff, priests , front office, board members, EC members
Capacity:	20–25 people for first session

Second Session: To be scheduled and opened to broader membership

Coordinator: Satish ji and Eswar ji along with Shri Swami

16. TEMPLE ROOF REPLACEMENT

Deepak ji reported that the temple roof has exceeded its serviceable life and requires full replacement — patching is not sufficient. This was first raised at the January board meeting.

Assessment Summary

- Three contractors have inspected the roof; two bids have been received, with a third expected.
- The most urgent leak points are located around the chandeliers — these are unrelated to the Gopurams and require immediate attention.
- The Community Hall roof is in better condition; primary need is gutter realignment/reframing (~$50,000 or less) plus optional sealant coating.
- Temple roof replacement cost range: $200,000 – $350,000 (pending final bids).
- One contractor has offered a 20-year warranty on materials and a 15-year warranty on workmanship.

Gopuram Coordination

Mahendra Bhai raised an important concern about the Gopurams: historically, when the certificate of occupancy was issued while Gopuram work was ongoing, the roofing warranty was voided. He recommended:

- Gopurams require cleaning (light pressure wash), crack sealing, two coats of waterproof sealer, and elastomeric paint coating (expands/contracts with heat to prevent cracking).
- Any roofing contract must explicitly state that future Gopuram work using scaffolding will not void the roof warranty.
- The board acknowledged and agreed with this important contractual provision.

Fundraising for Roofing replacement update

BOD Chairman Dr. Jogi and others have proactively begun raising funds for the roof replacement within one week of initiating outreach. So far, more than $145K has been pledged by devotees towards Temple roof replacement.

The board approved a 3x6 ft fundraising banner to be displayed at the temple (subject to EC authorization). Additional fundraising outreach to the broader community is planned.

A dedicated donation account / payment channel is to be established immediately to facilitate donations by check or bank transfer.

Motion: Deepak ji authorized to gather all bids, conduct due diligence, and present to the board for final approval of budget and contractor selection. Motion carried unanimously.

17. SUMMARY OF MOTIONS PASSED

#	Motion Description	Moved By	Seconded By	Result
1	Approval of Previous Board Meeting Minutes as circulated	Board Member	Board Member	**Carried**
2	Approve the operational budget for fiscal year 2026 in the amount of $1,632,254. Board and EC members requested to submit additional capital/project line items by end of following week.	Babuji / Board Member	Board Member	**Carried**
3	Authorize Deepak ji to gather all contractor bids for temple roof replacement, conduct due diligence, and present findings with a recommendation to the Board for approval of budget and process.	Board Member	Board Member	**Carried**

18. ACTION ITEMS

#	Action Item	Responsible Party	Target Date	Status
1	Seek EC approval to display Chinmaya Mission Hanuman Chalisa Havan banner/flyer on temple premises	EC President	Next Sunday EC Meeting	**Pending**
2	Complete 30-day fire watch compliance (valve repair and riser room sign-off with inspector)	Ramu / Promod / Ketan	Within 30 days of incident	**In Progress**
3	Install metal plate with pressure readings engraved fire riser room. (Note: metal plate is not required but preferred)	Promod / Ramu	Next week	**In Progress**
4	Digitize and upload all building plans (fire, sprinkler, structural) to cloud document repository	Promod/ Eshwar (IT) / Board Secretary	Ongoing	**In Progress**
5	Complete kitchen grout work, equipment move-in, and gas/hood/fire sprinkler	Promod / EC	Current week (Friday)	**In Progress**

#	Action Item	Responsible Party	Target Date	Status
	inspection sign-off; target full kitchen operation by Friday			
6	Complete dining room final works (tiling, cleanup); have dining area ready for use by Tuesday	Deepak/ Contractor	Tuesday	**In Progress**
7	Arrange community hall floor polishing after dining room completion	EC / Volunteers	Next 1-2 weeks	**Pending**
8	Repaint hall walls (coordinate with floor polishing schedule)	Deepak	Next 1-2 weeks	**Pending**
9	Ratham storage room: door installation and drywall work; target completion within 10 days	Promod / Contractor	Within 10 days	**In Progress**
10	Obtain price estimates for shoe storage and car pooja port/ canopy project; present to EC before next Sunday meeting	EC/ Deepak/	Before next BOD meeting	**Pending**
11	Designate 1-2 parking spots for car puja with dustbins; design canopy cover to protect from rain	EC / Deepak / Swami	TBD (post-pricing)	**Pending**
12	Organize volunteers to clear dry brush and overgrowth on temple grounds; develop landscape plan post-clearing	Sridhar (volunteer coordinator) / EC	Within 2 weeks	**Pending**
13	Walk the grounds to locate and map active sprinkler zones; operate system to identify coverage gaps	Deepak/ EC	Next weekend	**Pending**
14	All Board members to submit capital/project budget line items to Secretary for inclusion in 2026 budget	All Board Members	End of next week	**Pending**
15	Babuji / Treasurer to provide detailed line-item breakdown for budget categories (esp. special projects vs. operating expenses) for board review	Babuji / EC Treasurer (Alagappan)	Next meeting	**Pending**
16	Prepare and publish Q1 budget and income statement on temple website per bylaw requirements; reconcile special project costs vs. operating	EC Treasurer/ Babuji	End of Q1	**Pending**

#	Action Item	Responsible Party	Target Date	Status
17	IT/ Network upgrade budget: Eshwar to submit final detailed report for EC/Board consideration (~$20K estimate)	EC/ Eshwar (IT)	Next meeting	**Pending**
18	Distribute Emergency Operations Plan (soft copy) to all board members, EC, key employees, and key volunteers; obtain written acknowledgment of receipt	Satish	Before next meeting	**Pending**
19	Organize CPR / AED training session on Saturday March 25 at 8:30 AM ($35/person covered by HSCF); EC to circulate invitation to temple staff, canteen staff, priests, and key volunteers	EC Vice President / Satish Mahajan	March 25	**Pending**
20	Schedule follow-up CPR/AED training session open to wider membership (second session)	EC / Satish Mahajan	TBD (after March 25 session)	**Pending**
21	Create simple emergency poster (fire, medical, AED) for display at temple; implement visitor sign-in / log-out policy	Satish Mahajan / EC	Ongoing	**Pending**
22	Schedule desktop or live emergency response exercise for staff and volunteers	Satish Mahajan / EC President	Future date TBD	**Pending**
23	Collect all remaining contractor bids for temple roof replacement; compile due-diligence report with material specs, warranties, and cost comparison for board approval	Deepak	Before rains (April/May)	**In Progress**
24	Ensure roofing contract explicitly covers Gopuram scaffolding/work coordination without voiding roof warranty	Deepak / Pramod	At contract signing	**Pending**
25	Set up dedicated donation account / payment channel for roof replacement fundraising; communicate banking details to donors	EC / Treasurer	Immediately	**Pending**
26	Install 3x6 ft fundraising banner for temple roof project on temple premises	EC (pending approval)	Immediately	**Pending**
27	Replace iPad-controlled sound system with a physical mixer/controller accessible to multiple volunteers; identify and train few AV volunteers	Swami / AV Team	Next 4-6 weeks	**Pending**

#	Action Item	Responsible Party	Target Date	Status
28	Explore converting spare room / storage room into additional classroom for shloka class, robotics, etc.; plan for container storage of displaced items	EC President / Pramod	Within 6-8 weeks	**Pending**
29	Pursue Viswanathan's visa renewal; consult with Jayesh Katri (DC) and/or Madhurima Pathuri (immigration attorney) for complex case handling	EC President	Ongoing	**In Progress**
30	Create a centralized read-only cloud repository (with board-level password access) for all organizational documents: meeting minutes, building plans, fire/sprinkler records, legal documents	Eshwar (IT) / EC President	Ongoing	**In Progress**
31	Board Secretary (Madhu) to send meeting agenda to all board members at least one week prior to each meeting per bylaw requirements	Madhu (Secretary)	Starting next meeting	**Pending**
32	Coordinate on backflow valve issue	Ramu/ Promod	Before next reinspection	**Pending**
33	EC to present Landscape and Design plan to BOD	EC/ Swami	2 -3 weeks	**Pending**

19. NEXT MEETING

Board Meeting: March 22

Upcoming Guest: Suresh Gupta to present on Senior Housing project (April meeting)

20. ADJOURNMENT

The meeting was adjourned with a closing prayer after all agenda items were addressed. The Chairman thanked all attendees for their participation and contributions.