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	Eshwar, EC Vice President joined the meeting after few minutes of the meeting start and he was excused after the Security and Network related items were completed.

1. CALL TO ORDER

The meeting was called to order at 9:52 AM and started with an opening prayer. Three additional board members joined shortly after proceedings commenced.

2. Previous Meeting Minutes Approval

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. SECURITY – OPERATIONAL SECURITY MEASURES

3.1 Hiring of Security Personnel

Satish Ji presented an emergency security measure that had been preliminarily discussed and approved in a prior informal meeting (attended by Satish Ji, Dr. Jogi Ji, and Swami ji) at the Prasad Bhavan. The rationale was based on a heightened security risk due to prevailing geopolitical conditions.

Key points discussed:

- Private security to be hired for weekday operational hours; Sheriff's Office deputies for weekends (subject to their availability for detail).
- Estimated cost: approximately $10,000/month.
- For event-based costs: security charges to be added to the event rental fee and charged to the event organizer.
- For non-event days: HSEF to absorb the security cost directly.
- Resolution: Arrangement approved by board consensus.

3.2 Security Review Timeline

The board agreed to revisit the need for continued security in 30–45 days depending on the prevailing external situation. The Secretary was directed to add this as a standing agenda item for the next BOD meeting.

3.3 Sheriff's Office Security Assessment Update

A previous security assessment was conducted by the Seminole County Sheriff's Office. Some recommendations were implemented; others were not. The board agreed to schedule an updated walk-through assessment (not a full re-assessment) with the Sheriff's Office. Relevant EC representatives and key staff should be present for this exercise.

A motion was made to approve full-time security service personnel and revisit the situation within 30 – 45 days timeframe which was seconded and unanimously approved.

4. EMERGENCY OPERATIONS PLAN (EOP) & PREPAREDNESS

4.1 Emergency Operations Plan Distribution

Satish Ji confirmed that the Emergency Operations Plan (EOP) has been distributed in both paper and electronic formats. The next steps outlined were:

- Conduct a tabletop or practical exercise to familiarize all stakeholders with the plan.
- Obtain signatures and acknowledgment from all BOD members, EC members, all employees, and identified key volunteers (including teachers).

4.2 CPR / First Aid Training

CPR and First Aid training has been scheduled for April 8 at 6:00 PM. Key details:

- Cost: $35 per participant.
- Open to all employees; BOD and EC members strongly encouraged to attend.
- Time chosen to maximize attendance availability.

4.3 Emergency Drills – Quarterly Schedule

The board endorsed a quarterly schedule for emergency preparedness drills. Scenarios to include: fire evacuation, active trespasser/threat response, and lockdown procedures. This was modeled on practices from Chinmaya Mission. Drills to be conducted at irregular intervals and unannounced where possible.

4.4 Fire Extinguisher Training

A community donor has offered approximately six used/expired fire extinguishers for hands-on training purposes. Satish Ji to coordinate acceptance and integration into the drill schedule. The objective is to try to have all staff and key volunteers physically operat a fire extinguisher.

5. TEMPLE ROOF REPLACEMENT – DETAILED DISCUSSION

This was identified as the most important agenda item of the meeting. Shri Deepak Agarwal, Director – Assets, Construction and Major Renovations Committee led the presentation and was publicly commended by multiple board members for an extraordinary level of due diligence — visiting the roof 6–8 times, generating up to 18 email attachments across the evaluation process, and personally meeting with multiple roofing contractors.

5.1 Why Replacement (Not Repair)

- The temple roof has not been replaced since the original installation — over 20 years ago.
- Repeated patching over the years has been done as a stop-gap measure.
- The board agreed approximately one month prior that both the temple roof and the community hall roof needed to be evaluated.
- Conclusion reached: Full replacement is necessary. Patch/re-coat options were reviewed but rejected by Shri Deepak as inadequate for the building's long-term needs.

5.2 Due Diligence Process

- Shri Deepak Agarwal obtained 3 quotes personally from Beaver, MBO, and G&A.
- EC maintenance team (Ramu and his team) contributed 2 additional quotes (Maverick and RMB, obtained during Shri Promod's tenure in December of the prior year).

- Total: 5 quotes evaluated. Shri Deepak created a detailed comparison spreadsheet (circulated by email before the meeting).
- Site visits: Shri Deepak, Shri Jogi, Shri Promod, Shri Yash Sachdeva, Shri Eshwar, and others went up to the roof on multiple occasions. Shri Mahendra Bhai was also involved.
- Technical advisors consulted: Shri Dev Sharma, Shri Sridhar, Shri Sanjay (Deepak Ji's committee member) — all endorsed TPO or PVC; Shri Sridhar specifically recommended glue-down (not mechanical attachment).
- Shri. Jogi independently consulted a luxury home builder in Lake Nona who confirmed: PVC over TPO if budget allows.

5.3 Vendor Evaluation & Decision Rationale

The following table captures all vendors and quotes reviewed across the 5-company evaluation. Note: Beaver provided only one quote; G&A and MBO provided multiple scenarios (material type and thickness options).

HSCF Roof Quotes Comparison							
COMPANY	**TPO**	**TPO OVER EXSITING**	**PVC**	**OLD ROOFING SYSTEM**	**PATCHING OLD ROOF**	**COMMENTS**	**warranty**
G&A ROOFING	$199,800.00	$165,000.00	$210,000.00			**60mil TPO**	**10 yrs labor and 20 yrs NDL**
G&A ROOFING	$183,000.00		$209,500			**80 MIL THICKNESS**	**10 yrs labor and 25 yrs NDL**
MBO ROOFING	$181,000.00				$91,300.00	**60mil**	**10 yrs labor**
MBO ROOFING	$215,918.00		$221,735.00			**80mil**	**10 yrs labor**
BEAVER ROOFING COPMANY				$344,800.00		**THEY RECOMMEND OLD FASHIONED ASHPHALT ROOFING**	**15 years labor and 20 yrs NDL**
MAVERICK ROOFING	$264,570.00						

The Board conducted an in-depth and multi-stage evaluation of the temple roof replacement, acknowledging that the existing roof system is over twenty years old and has undergone repeated patch repairs. Members unanimously agreed that continued patching was no longer financially or structurally responsible due to recurring leaks, increased failure risk, and escalating maintenance costs.

Five proposals were reviewed, sourced through maintenance committee efforts, prior-term estimates, and direct Board member due diligence. Vendors evaluated included Beaver Roofing, G&A Roofing, MBO Roofing, and others with commercial experience in Central Florida. The Board agreed that selection criteria must go beyond initial cost and focus on long-term durability, risk mitigation, and governance compliance.

Evaluation factors consistently applied across vendors included: roofing system type suitability for Florida climate; membrane thickness (60-mil versus 80-mil); expected lifespan; resistance to heat, punctures, and chemical exposure near HVAC units; labor

warranty versus manufacturer warranty enforceability; contractor bonding, licensing, and permitting responsibility; provisions for roof walkways; and total lifecycle cost.

Beaver Roofing proposed a traditional bitumen system priced at approximately $344,000, citing rooftop complexity and offering a 15-year labor warranty. While technically credible, the Board determined that the cost premium was disproportionate to the incremental warranty benefit and that the traditional system did not offer superior lifecycle performance compared to modern membrane alternatives.

G&A Roofing and MBO Roofing proposed membrane-based systems including TPO and PVC. The Board discussed industry guidance and real-world performance of TPO versus PVC, concluding that an 80-mil PVC membrane offered superior durability, reduced puncture risk, improved performance under Florida heat, and better resilience around rooftop mechanical equipment.

G&A Roofing distinguished itself by offering an integrated package that included an 18-year labor warranty, a 25-year manufacturer warranty, annual inspections, engineered roof walkways to prevent future trade-related damage, full permitting and bonding, and documented coordination protocols for future maintenance work.

To remain in strict compliance with organizational bylaws requiring additional approvals for capital expenditures exceeding $250,000, the Board intentionally capped the project authorization at $245,000. The Board concluded that G&A Roofing's 80-mil PVC solution represented the most prudent balance of cost discipline, long-term risk mitigation, operational durability, and fiduciary stewardship.

For the Record: The presiding officer stated: 'The motion on the table is that we ask Shri Deepak Agarwal to go with G&A for the PVC 80 mil with the upper limit of $245,000, 18-year workmanship warranty, 25-year manufacturer's warranty, the Gold bond, set up proper separation with all the equipment, the walkways, and all the terms and conditions.' Motion passed with all present members voting in favor. No opposition recorded.

Note on Late Board GC Member Offer: After the vote was passed, a board member disclosed that a fellow community member (a general contractor) had offered to do TPO 80 mil for approximately $140,000. The board members ruled this was raised too late — the motion had already passed. The board member offered to do further evaluation if desired in future. Board declined to reopen the vote.

- Shri Promod highlighted the 'approved vendors list' requirement: once under warranty, any and all future roof work (including HVAC repairs, access, cleaning) must be done by G&A or G&A-approved contractors, or the warranty is voided. This list must be formally documented and kept on file for future boards.

6. FINANCIAL MATTERS – DETAILED DISCUSSION

The Finance Director (Babuji) / Treasurer (Shri Alagappan) presented a comprehensive financial overview using a multi-period QuickBooks-based spreadsheet covering December 2023 through early 2026, tracking account balances across administrations (Dr. Sampath's tenure, Kam Shaw's period, and current). A preliminary review meeting had taken place between Shri Babuji, Shri Alagappan, and Shri Promod prior to this BOD session.

6.1 Bank Accounts Overview

The Finance presentation provided a consolidated overview of the organization's financial position, including operating funds, donor-restricted accounts, and project-specific reserves. The Board emphasized that strong liquidity does not eliminate financial risk and requires equally strong governance controls.

As of the meeting date, total liquid assets were reported at approximately $3.237 million. The Board carefully distinguished unrestricted operating cash from donor-designated and project-allocated funds, reaffirming its fiduciary obligation to honor donor intent and avoid commingling or informal borrowing without documentation.

Financial risk was assessed across multiple dimensions: liquidity risk associated with new recurring security expenses; compliance risk tied to statutory deadlines for budget adoption and publication; control risk highlighted by legacy bank signatories from previous terms; and reputational risk related to public visibility of financial strength without adequate explanatory context.

To mitigate control risk, the Board prioritized immediate correction of bank account signatories before undertaking any fund transfers or account consolidation. This sequencing was deliberate and intended to prevent procedural errors while maintaining transaction traceability.

The Board evaluated the incremental annual security expense of approximately $60,000 against historical operating surpluses and existing budget cushions, concluding that the expense could be absorbed without impairing core programs. However, members stressed the importance of periodic reassessment and cost recovery from event organizers where applicable.

6.2 FY 2026 Budget Amendment

The Finance Director presented the previously circulated operating budget. A motion was made to amend the budget to account for the newly approved security expenses of ~$60K.

- Previously approved budget: ~ $1.582M
- Additional approved budget for security: $60 (Operating)
- New amended budget for FY 2026: ~$1.642M

A motion to approve the amended budget of ~$1.642M for FY 2026 has been proposed, seconded and approved unanimously.

Notes:

- Requirement: The approved budget must be published on the HSCF website AND posted on the temple notice board by March 31.
- Prior budget of $1.365M grew to $1.582M due to capital projects that were included last year; those are not expected to recur, providing some financial cushion.
- Security cost ($60K) was classified as an operating expense (not capital) as it is expected to be an ongoing annual cost going forward, subject to quarterly review.

6.3 Donor-Designated & Project Funds

The Finance Director (Babuji) and the EC Treasurer presented a breakdown of the $965,000 in donor-directed or project-allocated funds. The board discussed the status of each major project fund.

Project / Fund Name	Allocated / Donated	Balance Remaining	Status / Notes
Activity Room	Unknown	Allocated	Ongoing
Balaji Sanctum	$10,000	$10,000	Earmarked; project status pending
Canteen Expansion	$28,000	~$28,000	Leftover after canteen project completion; available for use
Emergency Repairs Reserve	$400,000 (originally)	$200,000	Kam Shaw reduced from $400K to $200K. Supplemental insurance covers the other $200K. This fund CAN be used for roof — originally raised during Jirnoddharana Kumbhabhishekam for roof replacement
Stage Curtains	$20,000 (Dr. Reddy)	~$16,500–$16,600	~$3,400–$3,500 spent; balance designated for stage curtains
Jewelry	$10,000	$10,000	Earmarked; specifics not confirmed

Project / Fund Name	Allocated / Donated	Balance Remaining	Status / Notes
Rajagopuram	$109,000 (donor in wife's memory; recurring)	$109,000	NOT formally approved as a BOD project. Prior GC passed a motion for a feasibility/evaluation study only. Sridhar conducted some evaluation. No build approval yet. Donor continues contributing annually. Board directed that evaluation should continue jointly with Yagashala feasibility.
Ratham / Storage Shed	$15,000	~$15,000	~$5,000 more needed to complete
Yagashala Fund	$228,000 (historical total)	~$98,000 (recorded as loan)	$130K borrowed by Senior Housing project. ~$98K physically in Horizon Bank. The borrowed amount of ~$130K should be recorded as an inter-fund loan to Senior Housing to be repaid.
Roof Replacement (active fundraise)	~$142,300 collected	Collection ongoing	$15K–$20K more in pledges outstanding. Emergency Repairs reserve ($200K) may also cover a portion.
TOTAL DONOR-DESIGNATED FUNDS	~$965,000	~$823,000 allocated	Subtracted from $3.237M total cash

Important Note on Rajagopuram: No formal BOD project approval to construct the Rajagopuram exists. While a feasibility/evaluation study was approved at a prior GC meeting, and donations have been accepted in good faith from a recurring donor, the board has not voted to build. Board directed that a joint feasibility evaluation of Rajagopuram and new building should be conducted and presented before any build decision is made.

Roof Fund Note: The Emergency Repairs reserve ($200K) was originally raised during the Jirnoddharana Kumbhabhishekam specifically for roof replacement and similar purposes — this was confirmed by Shri Mahendra Bhai. The board confirmed that this fund is eligible to be applied toward the roof replacement approved in today's meeting.

6.4 Yagashala Fund – Detailed Discussion

This was one of the most substantive financial discussions of the meeting. The Yagashala fund carries a history of donor-directed allocation, an inter-fund borrowing, and unresolved account management questions. Below is a full breakdown of the discussion.

Discussion Thread — Key Points Raised

- Shri Babuji opened the topic by noting the Horizon Bank account is still in Dr. Sampath's name, meaning the board has no active signatory access to those funds.
- The current balance in the bank for this allocation is about ~98K and there was a total allocation of ~228K. It was noted that ~130K was redirected to the Senior Housing project during previous administrations.
- Shri Promod raised the concern that ~$130K was taken from this account to fund the Senior Housing project during a prior administration. He wanted to ensure that money is returned before any account changes are made. He stated he deliberately did not move or touch the money during his presidency to maintain a clean audit trail.
- A suggestion was made to close the Horizon Bank account and move the $97K to Seacoast — however, Shri Promod objected, stating that closing the account with less than the original $228K would create accounting confusion and misrepresent the fund.
- Shri Alagappan proposed formally recording the borrowed amount (~$130K) as a loan from Senior Housing to the Yagashala fund — this creates a clean accounting record showing what the true balance should be, and when the loan is repaid, the account is restored.
- The board agreed this was the correct accounting treatment: keep the Horizon Bank account open, change signatories, and record the borrowed portion as an inter-fund loan.

******Motion was tabled and passed unanimously to Change account signatories from Dr. Sampath to Dr. Jogi and Babuji.**

6.5 Investment & Endowment Board (IEB) – Fund Allocation

After reviewing the full financial picture ($3.237M total, less $965K in designated funds = ~$2.27M available), the Finance Director proposed formally seeding the newly formed Investment & Endowment Board with the bulk of unrestricted funds.

Key points of discussion:

- After reviewing the full financial picture ($3.237M total, less $965K in designated funds) ~$2.27M is available
- Sitting in money market / savings account earning ~3%+ interest (~$1.6M–$1.8M in money market)
- Proposal made for investing $2,000,001 into the newly formed Endowment Funds for growth.
- The IEB was established in the current board term to professionally manage and grow HSEF's accumulated reserves, which have historically just sat in low-yield savings/money market accounts.

- An additional benefit: once an endowment board is formally established, high-net-worth donors can name HSCF as a beneficiary in their trust funds.
- Next IEB meeting is on March 28th. Finance Director Shri Babuji / Shri Alagappan to attend and represent the board.

A motion was made by Shri Babuji to fund the IEB account with $2,000,001 which was, seconded and approved unanimously.

6.6 Financial Position Summary

The following table summarizes HSEF's financial position as discussed and resolved in this meeting.

Category	Amount	Notes
Total Liquid Cash (all accounts)	~$3,237,000	As of meeting date
Less: Donor-Designated / Project Funds	($965,000)	Earmarked funds
Available Unrestricted Cash	~$2,272,000	Available for operations & investment
Allocated to IEB (Investment & Endowment)	($2,000,001)	Motion passed unanimously
Remaining with BOD for Projects & Operations	~$1,000,000	Roof, capital commitments, reserves
FY 2026 Operating Budget	~$1,642,254	Approved budget including security
Roof Funds Collected (active)	$142,300	~$15K–$20K more in outstanding pledges

6.7 QuickBooks & System Access

A discussion was raised about the access rights of former treasurers to the organization's financial systems.

- One of the former treasurers, (2+ years ago) currently retains view-only access to QuickBooks. This was used to generate a historical financial statement for the board's review.
- A question was raised by a board member why any past treasurer retains ongoing access.
- Board consensus: access should have a defined cutoff — suggestion was that any treasurer more than 2 years out of role should no longer have system access. Historical reports can be requested formally if needed.
- Action: Finance Director / Secretary to establish a formal access cutoff policy as part of the next policy/bylaw review.

6.8 Financial Statement & Website Publication

The board discussed what to publish publicly on the HSEF website regarding financial position.

- Requirement: Annual budget and financial summary to be published by March 31st on website and temple notice board.
- Caution raised: Publishing a full breakdown showing $3M+ in assets can attract unwanted attention or create misperceptions in the community.
- Recommendation adopted: Publish a high-level summary showing that $2M+ has been committed to the Investment & Endowment Board, and list individual project funds without revealing total aggregate wealth. This approach is both transparent and prudent.
- IRS/501(c)(3) compliance: The board acknowledged its obligation to honor donor-directed fund designations strictly. Funds given for a specific project must be used for that project. This applies to all earmarked funds (curtains, jewelry, Rajagopuram, Yagashala, etc.).
- Action: Finance Director (Shri Babuji) and EC Treasurer (Shri Alagappan) to prepare a draft financial statement for review and website posting. The Secretary to coordinate publication with the EC.

7. RELIGIOUS SERVICES – ADDITIONAL PRIEST HIRING

The board discussed the growing demand for priestly services and the current strain on existing priests. It was noted that a significant number of appointment requests are being declined due to capacity limitations.

Key points from the discussion:

- Proposal: Hire two additional priests to meet community demand.
- Concern raised: The impact on existing priests' earnings and morale must be handled sensitively.
- Response: The EC President is responsible for managing this operationally.
- Resolution: EC President directed to initiate discussions with EC Religious Chair (Shri Ketan) and BOD Director – Religious with the help of additional EC BOD members to define qualifications and assess feasibility, then present a recommendation to the BOD.

8. FACILITIES & CANTEEN

8.1 Canteen Kitchen – Floor Cleanliness & Storage

Concern was raised that items (including cardboard boxes) are being stored on the kitchen floor, hindering the ability to properly wash/clean the floor area. The board directed that floor storage be eliminated and a weekly floor-washing protocol be implemented.

8.2 Dining Hall – Slippery Floor

A slipping hazard was reported in the dining hall tile area. Discussion covered:

- The existing matte-finish tiles (not glazed) may still become slippery under certain conditions.

- Recommendation: Apply a roller-applied anti-slip coating (available commercially at ~$60/gallon with a reported 3-year warranty for professional application). The product was verified to be effective.
- Resolution: Facilities/canteen committee to procure and apply the anti-slip treatment.

8.3 Canteen Employee Meeting

The EC President noted that a meeting with canteen employees would be held following the BOD meeting to address operational matters. Board members were invited to attend if they are interested.

9. FUTURE ASSET CONSIDERATION

A board member flagged a potential asset acquisition opportunity: a 2-acre property with a house located across from the Bird Road area. This was raised in the context of future accommodation needs for additional priests and long-term temple expansion. No formal resolution was made; the board agreed to consider this as a future agenda item.

10. DIGITAL DOCUMENTATION & RECORDS MANAGEMENT

The board directed that the organization move toward a fully digital records management system for all projects and organizational documents going forward. Specifically:

- All vendor quotes, contracts, and project approvals to be scanned/photographed and stored in organized digital folders.
- Physical paper records are no longer considered adequate for long-term record keeping.
- Promod Ji was asked to ensure all documentation from the two most recent projects is fully digitized immediately.
- The Secretary was asked to maintain document accessibility and ensure records are available to authorized BOD/EC members.

11. MEMBERSHIP & GOVERNANCE

NDA compliance and membership data corrections were discussed. Secretary brought up a situation where a sub-committee member declined to sign the NDA agreement and asked for Boards stand on that subject. Board members unanimously agreed that non-compliant members will not serve on committees.

12. ADJOURNMENT

There being no further business, the meeting was adjourned at 11:54 AM with a closing prayer.

SUMMARY OF RESOLUTIONS

#	Resolution / Motion	Moved By	Seconded By	Outcome
1	Approve previous meeting minutes	Shri Madhu	Board consensus	Approved
2	Approve hiring of private security during operational hours (weekdays) and sheriff deputies on weekends and revisit in 30 – 45 days timeframe	Shri Satish	Shri Jogi	Approved
3				
3	Approve roof replacement project with G&A Roofing, PVC 80 mil, cap $245,000	Shri Deepak	Board consensus	Approved
4	Approve amended budget for CY 2026 operating budget of $1.642M including $60K security	Shri Babuji	Board consensus	Approved
5	Change Yagashala Bank account signatories from Shri Sampath to Shri Jogi and Shri Babuji	Shri Babuji	Board consensus	Approved
6	Authorize BOD to transfer $2,000,001 to Investment & Endowment Board	Shri Babuji	Shri Promod	Approved
7	Proposal to conduct off-cycle virtual meetings on Wednesdays following the same rules / protocols as regular BOD meetings with the flexibility to review and change as and when needed	Shri Jogi	Shri Satish	Approved

SUMMARY OF ACTION ITEMS

#	Action Item	Responsible Party	Timeline	Status

1	Add security cost to event contracts; coordinate billing	Office / EC	Immediate	Security costs to be passed to event organizers when applicable
2	Add security continuation review to agenda	Secretary (Madhu)	30–45 days	Reevaluate geopolitical risk
3	Finalize roof contract terms and permitting with G&A	Deepak Agarwal	Before construction start	Include warranties, walkways, inspections
4	Publish approved 2026 budget and financial summary on website & notice board	Finance & Secretary	By Mar 31, 2026	Bylaws requirement
5	Execute bank signatory changes with financial institutions	Shri Jogi and Shri Babuji coordinating with Shri Sampath	Immediate	Risk mitigation
6	Transfer funds to Investment & Endowment Board per approval	Finance Director	Next IEB meeting	Seed capital authorization
7	Schedule CPR training (Apr 8, 6 PM)	Administration	Apr 8, 2026 6:30PM	$35 per participant
8	Distribute and collect signed Emergency Operations Plan (EOP)	EC & Admin	Near-term	Employees & key volunteers
9	Prepare response to NEC election-related complaint	Secretary & Chair	Short term	Formal written response
10	IT Upgrade – come up with a proposal for upgrading & modernizing Temple and Hall internet and suveillance systems	Eshwar & Secretary	Proposal: at the earliest Implementation: ~2 months	High priority to provide the uninterrupted network availability for conducting Administrative business