



**Nepal Education and Cultural Center (NECC)
Executive Committee Meeting Summary Notes**

Date: 03/21/2022

Time: 8:00 PM

Location: Zoom

Note taker: Prajwal Regmi

Attendees:

<input type="checkbox"/> Saroj Prajapati, President	<input type="checkbox"/> Bishnu K Thapa	<input type="checkbox"/> Prabin Tamrakar
<input type="checkbox"/> Parashu Timalisina, Vice President	<input type="checkbox"/> Mohan Karki	<input type="checkbox"/> Yagya Man Shakya
<input type="checkbox"/> Prajwal Regmi, General Secretary	<input type="checkbox"/> Tek Lamichhane	<input type="checkbox"/> Roshan Lal Shrestha
<input type="checkbox"/> Samikshya Sapkota, Secretary	<input type="checkbox"/> Pralad Khadka	<input type="checkbox"/> Hari Sharma
<input type="checkbox"/> Magan Shrestha, Treasurer	<input type="checkbox"/> Shanti Shrestha	<input type="checkbox"/> Krishna Nirola
<input type="checkbox"/> Ranjita Shrestha, Vice Treasurer	<input type="checkbox"/> Pramod KC	<input type="checkbox"/> Vijaya Shah
	<input type="checkbox"/> Khilraj Pandit (Pandit ji)	<input type="checkbox"/> Shyam Karki
	<input type="checkbox"/> Bina Regmi	<input type="checkbox"/> Bina Regmi
		<input type="checkbox"/> Ram Shrestha

Meeting Notes:

	Agenda Item	Discussion
1	Approve minutes from last meeting	Meeting notes from March 14, 2022 meeting approved with minor changes.
2	Follow up of action items	<ul style="list-style-type: none"> Resolve Pandit ji's payment related issues: A meeting was held with Pandit ji. Pandit ji is working on providing documents to resolve the issue soon. Finalize job description for panditji services after move to Germantown: Prajwal started working on the job description. Parashu/Tek/Saroj to work on finalizing the document. Resolve the joist situation underneath the kitchen room and install kitchen cabinets of the main building: There was a question whether we need to get input/approval from the county. Engineering team plans to involve Suresh Poudel ji and work on this. This doesn't impact our move and start of religious services in Germantown Submit HPC work permit: Pramod to submit the permit request to remove the three outbuildings for mid-April meeting with HPC. Fix the posts on the sides and leaky roof of the barn for safe storage and temporary use of the barn: Engineering team and renovation team will work on fixing these soon because this has become a safety hazard.

		<ul style="list-style-type: none"> • Continue working on resolving water shortage issue: Engineering team to further explore about the addition of new water tank and quotes to dig another well at the property for temporary solution. The team will also continue to explore connecting to WSSC water supply. • Prepare and share February income and expense report: Finance team has already uploaded February income expense report and 2021 annual financial report to the NECC website. • Confirm capacity limits of the new mandir and barn and bring to the team for decision: No updates. • Update on the engineering firm hiring status: Not discussed.
3	Preparation for the move date - Saroj/Parashu	A team has been formed to work for the Opening day of Germantown Mandir. Several families have shown interest in Group Satya Narayan Pooja and Lakh Batti. We will have a small gathering during the celebration to officially start mandir services in Germantown because we are still working on the parking management, landscape, and renovation of the barn.
4	Preparation of Shiva room for installation of Deities, prayer area, and other arrangements	The plan for the podium was discussed. The podium will be towards the front window (towards Snowden Farm Parkway road) of the Shiva room (the room on the right from the main entrance of the main building). Further details are being discussed.
5	Landscape - Renovation Team/Engineering Team	Different ideas were shared for landscape design and plans. Renovation team and Engineering team to work towards landscape maintenance.
6	Boundary and fence - Pramod	The surveyor has installed small sticks/pickets at different corners of the property but there are no markings in the middle and it is hard to make the property lines. Pramod to contact the surveyor to add additional markings so that we can explore how we maintain our boundary.
7	Review of Holi Event - How to gather feedback to understand what went well and what can be improved - Tek	<p>The Holi event went really well from the perspectives of attendance and volunteer involvement. There were a total of 180 cars including volunteers' cars and we can estimate that more than 500 people probably attended the event. We were able to collect information for only a limited number of attendees.</p> <p>Everyone is requested to provide feedback to Tek.</p> <p>We have collected ~\$3800 from the sale of food/T-shirts/colors and sponsorship. The final amount is being compiled by the finance team.</p> <p>We need to prepare a list of all donors and sponsors including food donors and thank them. Ranjita will lead donor/sponsor acknowledgement.</p>

8	Immediate Neighbor meeting prep - Saroj/Prajwal	A short information is being prepared to share with the immediate neighbor and we will invite for an informal get-to-know-your-neighbor type meeting. This will help us understand more about how people in the neighborhood feel about us being active in the area. We will only meet immediate (adjacent property) neighbors at this time. The get-together will be probably the following weekend (April 2, date to be confirmed).
9	NECC work prioritization - Prajwal	<p>NECC has a number of goals. However, because of the move, this EC team has two key goals:</p> <ol style="list-style-type: none"> 1) Build a new mandir <ol style="list-style-type: none"> a) Permit application and construction b) Fundraise (Fintech capabilities, database, fundraising campaign) 2) Continue ongoing pooja/religious services at the existing facility on limited basis <ol style="list-style-type: none"> a) Complete renovation b) Set up pooja rooms c) Manage religious services on ongoing basis <p>Towards these goals we should focus our work on important tasks before they become urgent and become issues that need to be solved immediately. Water shortage issue and barn safety issue has become very urgent now. We should as a group try to solve these problems sooner before they turn into urgent issues to be fixed ASAP.</p>

Action Items:

1. Finalize job description for panditji services after move to Germantown.
2. Resolve the joist situation underneath the kitchen room and install kitchen cabinets.
3. Submit HPC work permit.
4. Fix the posts on the sides and leaky roof of the barn for safe storage and temporary use of the barn.
5. Continue working on resolving water shortage issue
6. Confirm capacity limits of the new mandir and barn and bring to the team for decision.
7. Update on the engineering firm hiring status.
8. Send donor/food sponsor acknowledgement
9. Landscape design/maintenance
10. Parking planning
11. Request surveyor to add additional markings

Meeting adjourned: 9:20 PM

Next Meeting: 3/28/2022