



Shree Pashupatinath Foundation, USA

MEETING OF THE MANAGING BOARD OF DIRECTORS
10843 KENNEY STREET, NORWALK, CA 90650
ON JANUARY 05, 2025, 10:15 AM PST

Minutes

The 1st meeting of newly elected Managing Board of Directors (MBD) of Shree Pashupatinath Foundation, USA was held on Sunday, January 05, 2025, at 10:15 AM PST at the meeting hall of Shree Pashupatinath and Buddha Mandir. The newly selected Executive Committee of the Board of Trustees (BOT EC) was invited to the meeting.

1. Attendance:

S. N	Name	Position	Roll Call	Remarks*
1	Bimal Shrestha	President	Present	
2	Ram Babu Pandey	President-Elect	Present	
3	Rameshor Bhandari	Immediate past President	Present	
4	Dilli (Siddhartha) Silwal	Senior Vice president	Present	
5	Upendra Sapkota	Vice President	Present	
6	Tulasi Ram Gyawali	Secretary	Present	
7	Suman Dhakal	Joint-Secretary	Present	
8	Laxman Ghimire	Treasurer	Present	
9	Dilli Prasad Thapaliya	Joint Treasurer	Present	
10	Ajit Babu Ghimire	Director	Present	
11	Amrit Mahat	Director	Present	
12	Bhawani Pandey	Director	Present	
13	Bhuwa Niure	Director	Present	
14	Chakrapani Mishra	Director	Present	
15	Milan Nyaupane	Director	Present	
16	Muna Pyakuryal	Director	Absent	Notified¹
17	Nanda Lal Gautam	Director	Present	
18	Prabin Ghimire	Director	Present	
19	Ram Sharan Pandey	Director	Present	
20	Sanju Sapkota	Director	Present	
21	Sapana Sedhain Thapaliya	Director	Present	

*If absent, notified or not and how many times absent annotated by superscript number.



Shree Pashupatinath Foundation, USA

Also present if any:

BOT Chairperson and Platinum Patron Akaraj Pandey, Platinum Patron Veda Bhakta Joshi, Patron Rishi Dhakal, BOT EC Member and Patron Bhim Dhakal, BOT EC members Trustee Netra Mainali, Trustee Subash Bhandari, Trustee Bibek Shrestha, Trustee Dilli Thapa and Temple priest Acharya Choodamani Pathak were present in the Meeting.

2. Roll Call:

President Shrestha called the meeting to order at 10:15 AM PST. Following the roll call, it was noted that a quorum was present. He started the formal proceedings.

3. Adoption of the Agenda:

The Managing Board of Directors present at the meeting unanimously approved the agenda items previously sent to them via email, text and messenger. The following agenda items were tabled.

- Introduction between newly elected MBD members and BOT EC
- Code of Conduct and Privacy policy for the meeting
- Temple Supervision Schedule
- Meeting Dates for the year 2025
- Financials and Accounting Information Transfer from previous board to new board
- Formation of Committees (TBD)
- Planning for term 2025-26 from the new President

3. Welcome and Update:

Newly elected President of the Managing Board of Directors Bimal Shrestha welcomed everyone in the meeting, He thanked the BOT EC (2023-2024) Chairperson Patron Bhakta Thapa and members for successfully conducting the election and selection for new MBD and BOT EC. President Shrestha also thanked and congratulated Immediate past President Rameshor Bhandari, and all members of MBD for the term 2023-2024 for the successful tenure.

4. Discussion/Decision(s):

- a. The meeting began with self-introductions from all attendees, followed by the exchange of New Year greetings. During the introductions, most attendees shared their thoughts about the Foundation, including its current infrastructure, plans for the future, and financial status. Patron and BOT EC member Bhim Dhakal suggested expanding the Dollar-a-Day program by actively increasing membership and ensuring all board members are enrolled in the program. Treasurer Ghimire provided additional details regarding the program's financial impact and importance. President Shrestha proposed exploring ways to offer more value to community members, which could help encourage greater participation and enrollment in the Dollar-a-Day program.



Shree Pashupatinath Foundation, USA

- b. Patron Rishi Dhakal suggested adopting the practice of greeting each other with “Hari Om” when meeting at the temple.
- c. Senior Vice President Silwal recommended actively following up on the topics and resolutions passed in previous meetings to track the progress and ensure timely implementation.
- d. The Meeting decided Temple Supervision Schedule will be prepared by the Secretary and notify the board in advance every month in rotating format.
- e. The meeting decided that the regular monthly Board meeting will be scheduled on 1st Sunday of every month. If any special festival or occasion falls on that day the meeting will be rescheduled.
- f. President Shrestha presented code of conduct for the meetings and privacy policy as following.

Code of Conduct for Board Meetings

- Attendance at every meeting is expected. If an emergency arises, please provide prior notification.
- As per Bylaws Section 7.4.i.b, “Any member of the Managing Board of Directors who fails to attend three (3) consecutive regularly scheduled meetings without proper cause and notification may be subject to dismissal from their position. In such cases, the Managing Board of Directors will vote on dismissal and notify the members accordingly”
- Please arrive on time so meetings can start and end promptly.
- Speak only when it is your turn, and avoid interruptions while others are speaking.
- Phones should be kept silent during meetings.
- Do not leave the meeting until it is formally adjourned.
- When making statements, avoid language that is hurtful or directed personally at others. Disagreements should be expressed respectfully.
- Please review the meeting agenda in advance to ensure productive discussions.

Privacy and Confidentiality

- All discussions during meetings are confidential and should not be shared publicly.
- Official meeting minutes will be published by the Secretary after formal board approval.
- All decisions made by majority vote are final. Board members should refrain from publicly criticizing these decisions, though differing opinions expressed during meetings will be documented and respected.
- Any items intended for public release (press statements, newsletters, etc.) must go through the Secretary for approval and distribution.
- With the consent of all board members, audio recordings may be kept for internal record-keeping purposes.
- A volunteer and working committee log will be maintained to track contributions.
- A record of attendance and participation (including advisors) will be maintained to recognize and track engagement. This record will also support future role assignments and volunteer



Shree Pashupatinath Foundation, USA

- recognition (e.g., certificates for hours served).
- After each meeting, an attendance report will be made public to highlight the social responsibility demonstrated by each member. Action plans will follow when necessary.
 - g. Temple priest Acharya Choodamani Pathak congratulated newly elected President Shrestha and team of MBD and newly selection Chairperson and BOT EC members.
 - h. Patron Rishi Dhakal took special time to introduce the idea of organizing the Aishwarya Vigyan program in collaboration with Jeevan Vighyan, USA during the summer of 2025. He shared his personal experiences with the course, highlighting its positive impacts and benefits. BOT EC member Dilli Thapa also reinforced the importance and value of this program, sharing additional insights. Following Mr. Dhakal's recommendation, the board unanimously agreed to appoint Senior Vice President Siddhartha Silwal as the coordinator responsible for conducting a feasibility study and preparing a comprehensive report on the program. Further discussions and decisions regarding this initiative will take place in the next board meeting.
 - i. President Shrestha presented a proposal regarding the formation of 18 subcommittees as follows to support the efficient operation of the organization. Along with the proposal, he recommended chairperson and committee members for each subcommittee. Following a productive discussion among board members, several modifications were suggested. It was collectively agreed that the final list of subcommittees, along with their leadership and members, will be finalized in the next board meeting.
 - Puja & Rituals Committee, Chair: Bhawani Pandey
 - Kitchen Management & Prasad Preparation Committee, Chair: Ajit Ghimire
 - Prasad Distribution Committee, Chair: Amrit Mahato
 - Store & Supply Management Committee, Chair: Ram Sharan Pandey
 - Purchasing Committee, Chair: Upendra Sapkota
 - Bhajan & Satsang Committee, Chair: Milan Nyaupane
 - Events & Festival Coordination Committee, Chair: Siddhartha Silwal
 - Education & Sunday School Committee, Chair: Suman Dhakal
 - Finance & Fundraising Committee, Chair: Laxman Ghimire
 - Public Relations & Outreach Committee, Chair: Ram Babu Pandey
 - Publicity & Communications Committee, Chair: Tulasi Gyawali
 - Facilities and Infrastructure Management Committee, Chair: Bhuwa Niure
 - Volunteer/Youth Coordination Committee, Chair: Bibek Shrestha
 - IT & Digital Services Committee, Chair: Suman Dhakal
 - Regional Directors & Community Engagement Committee
 - Strategic Planning & Development Committee, Chair: Bimal Shrestha
 - Engineering & Environmental Committee, Chair: Bed Dawadi
 - Nepalese Cultural Center (NCC) Planning Committee, Chair: Bimal Shrestha



Shree Pashupatinath Foundation, USA

- j. Newly elected President Bimal Shrestha presented his strategic plan for the term 2025-2026, outlining a series of immediate actions, short-term and long-term goals, as well as an organized cleaning schedule. The plan is structured as follows:

1. Immediate Action (One-time Tasks)

- Sound system and podium updates
- Nameplates for all murtis
- Upgrades to Buddha murti room (lighting, statue cover, etc.)
- Upgrade to priest's sitting area
- Bhajan/Satsang instrument box updates and management
- Drinking water management
- Air conditioning maintenance to reduce electricity bills
- Obtain city approval for outdoor lamps installation
- Purchase and install one Ring camera
- Garage organization with proper lighting
- Purchase wedding mandap and mandap chairs

2. Immediate Action (Ongoing/Continuous Tasks)

- Develop and maintain the yearly event calendar
- Publish the 2082 (2025-2026) calendar
- Temple gardening (including the area near the garage)
- Temporary propane solution for kitchen operation
- Storeroom management
- Puja room management
- School room management
- Update event fees
- Update donor list
- Cover for donor list board
- Purchase and update cleaning supplies and tools
- Maintain volunteer logs
- Maintain visitor logs
- Regular website updates

3. Short-term Goals

- Repair the parking lot
- Obtain city approval for permanent kitchen construction
- Encourage membership growth (Life Members and Trustee Members) with benefits such as: Free Birthday Puja, 15% discount on all other pujas
- Effective implementation of the Dollar Day Program, with the following member benefits: free birthday puja, 15% discount on all other pujas. These membership benefits apply to members, their spouses, children, and parents only.



Shree Pashupatinath Foundation, USA

4. Long-term Goals

- Purchase land for a community center
- Actively collect and track pledge amounts towards this goal

K. President Bimal Shrestha requested all Board members to actively participate in always keeping the Temple and its premises clean and well-maintained. To ensure regular upkeep, he proposed establishing a cleaning schedule, assigning specific cleaning responsibilities to Board members each month. This cleaning schedule will be coordinated and overseen by the Secretary, who will track participation and ensure its smooth implementation.

L. Treasurer Ghimire Presented to the board that currently foundation has deposit of \$ 1,210,568 including the funds of Nepalese Cultural Center and the total assets of foundation as of 12/31/2.

There being no further time to discuss more items/business, the meeting was adjourned at 12:30 PM PST.

Sign and submitted by:

Tulasi Ram Gyawali
Secretary