



Guru Nanak Foundation of America, Inc.

GENERAL BODY

- Meeting Minutes -

Date: November 8, 2020

Location: Gurdwara, Diwan Hall (12917 Old Columbia Pike, Silver Spring, MD 20904)

1. Bhai Jugmohan Singh Ji recited ardaas.
2. The Chair called the meeting to order at 2:24pm.
3. The Chair noted that quorum was not present. The Chair stated that, without a quorum, the General Body would not be able to vote on any motions. Accordingly, the Chair noted that the meeting would be only informational.
4. A thorough discussion followed as to whether the members present could vote in the absence of a quorum. Members of the Constitution and By-Laws Committee explained that the By-Laws are silent as to this question and that, where the By-Laws are silent, Robert's Rules of Order govern and that Robert's Rules provides that a quorum is a necessary prerequisite for any voting.
5. The Chair asked if anyone had any questions on the minutes of the 2019 General Body meeting. There were no questions.
6. The Chair provided his report on the accomplishments and challenges of this year. (The report is attached).
7. Committee reports were provided by Tejbir Phool of the Capital Projects Committee, and Gurminder Ahuja, Coordinator of the Finance Committee.
8. The Treasurer provided a report. The Assistant Treasurer discussed refinancing efforts.
9. The Chair provided an overview of the Youth Committee's activities and summarized the 2020 membership numbers.
10. Parminder Ahuja presented the 2019 Audit Report. He fielded questions from members.

11. The Chair opened the floor to questions. Surpal Birgi sought information on the bid process for the renovation work on the trailers. The Gurdwara Committee pledged to give him further information.

12. The meeting disbanded.

Respectfully submitted by,
Dawinder S. Sidhu
Recording Secretary

Chairman's Report 2020

GNFA

General Body Meeting



Agenda



1. Call to Order
2. Approval of Minutes - 2019 General Body Meeting
3. Chairman's Report
4. Committee Reports
 - a. Capital Projects
 - b. Finance
 - c. Others??
5. Approval - 2019 Auditor's Report
6. Any Additional Business



In a Nutshell

- Formation of New Ad-Hoc Committee - Healthy Environment
 - Development of Sexual Harassment Policy
- Formation of New Ad-Hoc Committee - Sustainability
- New GNFA Website (www.gnfa.org)
- Breeze Management System
- Health Clinic
- Response to COVID -19
- New Trailer for Construction (Donated, including the Furniture and TV)
- New Gurdwara Building construction in progress
 - Moving towards foundation
 - Need Sangats help with funding



Digital Presence

- Facebook
 - 1,991 followers to-date
 - 46% increase in followers from April 2020 to present day
 - Live-streaming of divans has greatly benefitted the sangat
- Email
 - 715 subscribers to-date
 - 57% of sangat open emails
 - Improved content and special event announcements
 - Increased sangat engagement
- Website
 - New redesign launched on July 1, 2020
 - Unique visits to date 1,727
 - Facebook posts integrated into website automatically



Response to COVID-19

- Streaming of Kirtan (**Ask Gita for viewership/Metrics**)
- Food Drive
- Safety Protocols (Signs, Masks, Hand Sanitizers, Social Distancing, Fumigation, Followed CDC and Maryland Guidelines)
- Mental Health Awareness Online Webinar
- Substance Abuse Online Webinar (Upcoming)
- Several Initiatives were put on hold (Khalsa School, Istri Satsang, Toastmasters, Seniors Program, Vaisakhi Mela, Cultural Program, New Building Fundraiser)
- Received SBA Loan (**\$150k**)



Food Drive

- **24 Weeks (On-going through Jan 2021)**
- Sponsored by Sangat Donors and External Organizations
 - Cash, Kind and Services
- GNFA Recognized by Local and Punjabi Media
- Council Member Mr. Evan Glass visited the food drive
- Members donated food on behalf of GNFA to First Responders, Fire Dept., Police Station
- **10k Food Packages Served**
- Received \$33k Grant from Montgomery County towards buying Non-Perishable food from Manna Foods
- SHOUT OUT to our Youth for helping and making this possible

COVID-19 Related Impact

- Drop in Attendance
- Drop in Golak and Weekly Donations
- No Fundraiser
- Medical Clinic Closed



Breeze Management System



- Accessible from gnfa.org
- Consolidate Membership Information
- Online Donation
 - One-time, Recurring
- Option to Donate under multiple categories
- Membership Renewal

Capital Projects Committee

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Treasurer's Report

- **Gurudwara Funds : \$57,546.77**
- **Construction Committee Funds: \$549,771.66**
- **Obligation for Construction Works: (\$480,000)**
- **Education Committee Fund : \$102,795.21**
- **COVID-19- SBA Loan \$150,000**
- **Cash held For Performance/Construction Bonds : \$522,800**

Finance

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Operational Expenses

- 30 Families committed for \$150 per month for operational expenses
- Initially looking for help for 6 month
- Still looking for additional Seva
- Received Grants
 - Montgomery County Grant \$10,000
 - PPP (Forgivable Grant) \$19,000

Youth Committee

- Online Movie Night
- Online Tutoring
- Documentary of GNFA Early History (In-Progress)
- Helped with the Food Drive





Membership Committee

- 34% Reduction in 2020 membership due to COVID

Life Members	151
Regular	122
Senior	58
Youth	25