

DARA Meeting Minutes

Following are the highlights from last 3 BOD meeting.

First BOD meeting was held on February 18th - Anand Bhavan, Frisco

Attendees:

- Sunil Devireddy
- Goutam Miyapuram
- Anoop Devireddy
- Kishore Vangala
- Chaitanya – Over phone
- Siva Levaka
- Arya Bommineni
- Supriya Tanguturi

Frist BOD meeting was held on February 18th. Team got introduced to each other and are very excited to be part of One DARA team. Sunil mentioned about the roles for each of the BOD members and responsibilities. All the BOD members are very excited to be part of BOD and ready to contribute this best to DARA.

- Darga Nagi Reddy, Chena Korvi and Rajendra have resigned from their positions with DARA as they have been selected as BOD's in NATA. Chena Korvi communicated with Anoop that Nanda Korvi will not be interested in serving DARA BOD. Upon confirmation from Chena through what's text to Annon, the BOD had decided to take away Nanda Korvi from the flyer.
- Mailing list compilation
- MailChimp need to coordinate with Chandra. Credentials will be managed by the president, secretary and Joint- Security and will be used for all the DARA official communication. The president will transfer the credentials to next president upon which the new president will take control of managing credentials along with new secretary.
- daraus.org domain credentials will be managed by president, secretary only. The president will transfer the credentials to next president upon which the new president will take control of managing credentials along with new secretary. Board has agreed that daraus.org domain credentials should be managed strictly and under no circumstances the domain be transferred to a different account on same hosting server or different hosting server without BOD approval.
- All the communication pertaining to Facebook will be done by media chair - Arya and supported by secretary.
- Flyer – It has been discussed in BOD meeting that we should have a dedicated person at offshore who can help and support DARA on all the flyer requirements. Sunil and Goutam had identified a persona at offshore who is currently helping us with our flyer requirement. Unfortunately, the response from Hemanth (Flyer contract) has not been very encouraging. However, we can manage for now. We need to find at least one more good contact as a fallback option.

Nex meeting was on March 17th. – Tirumala Reddy Office

Attendees:

- **Sunil Devireddy**
 - **Goutam Miyapuram**
 - **Chaitanya**
 - **Siva Levaka**
 - **Arya Bommineni**
-
- DARA volleyball sport event logistics were discussed.
 - Check payment to be paid by Anoop for the facility. Siva to coordinate.
 - Cups finalized and ordered by Goutam and Siva.
 - First Aid kit and pain relief need to be provided to the players.
 - Referees to be identified from various playing teams.
 - Flyer updated with cups and sponsors.
 - Refreshments to be provided to all players. Siva to pick up from Costco.
(water, energy bars, bananas)
 - Rayalaseema Ruchulu will sell the breakfast and lunch outside the volleyball facility.

Nex meeting was on March 24th. – Tirumala Reddy Office

Attendees:

- Sunil Devireddy
- Goutam Miyapuram
- Chaitanya
- Siva Levaka
- Supriya Tanguturi

- Since we are inching near to the picnic date, the BOD team has discussed and agreed on following committees and meeting schedule. Requested all the committee chairs to build their own team for the event.
- Starting next meeting each team will present their ideas and activities planned for the event. Based on which the budget is allocated to each team. All the teams need to work together and collaborate well to make this event a successful one. Also, there are no restrictions on team members. The committee leads need to first select team members from DARA standing committee and look outside in the community for help.

Committee	Responsible lead	Comments
Food	Siva	Leads are responsible to build their own teams and present list of activities/events they are planning for Picnic. The entire team should attend the meeting on Saturday the 30 th from 1:30 PM to 3:30 to present their ideas and budget.
Cultural	Supriya	
Venue	Goutam /Kishore	
Supplies	Goutam K	
Transport	Sunil	
Registration	Hari Singam	
Volunteers	Kishore	
Serving, Helping and cleaning	All	
Media	Arya	Finance team to review last year's list and make sure to collect the pending funds from the donors. Also, make sure to reach out to all the sponsors for donations.
Finance	Ramana/Jaya/Bhaskar, Sunil, Goutam, Kishore	

- BOD agreed on the following meeting frequency: -
- March – Bi-Weekly, Attendees: BOD
- April – Weekly due to Picnic: Attendees: BOD and Standing Committee and other volunteers pertaining to various committees.
- Meeting timings for April will be on Saturday afternoon from 1:30 to 2:30

- Dedicated Zoom Line: DARA needs a dedicated zoom to conduct offline meetings. Anoop – Finance chair will subscribe for Zoom.
- Donations from all the committees: Anoop has taken the responsibility to follow up with Steering, Advisory and BOD committees to collect the donations that are agreed by members to pay upon onboarding to respective committees. All the denotations need to be collected by end of March or latest by the 10th of April.
- 501C – Snail to follow up with Ramana and CPA on the status and push this to closure soon. This something that has been pending for long.
- Website: Srinivas Mukka is responsible for DARA Website creation, and he is diligently working with offshore contract to get this up in running as soon as possible. The draft will be shared with BOD group by the 28th of March. BOD is aiming this have up running before the Picnic with some decent data and pics.