

Minutes for MZMC Board Meeting

Sunday, January 18, 2015

Board members present: Jodi Williams (President), Karen Davis, Martin Lahn, Deb Mielke, Susan Nelson

Board members absent: Shaun Morrell (Secretary), Wayne Moskowitz (Vice President), Jen Racho (Treasurer),

Staff present: Tim Burkett, Admin. Director, Ben Connelly, Ted O'Toole

Other priests present: None

Other MZMC members present: None

Attachments / handouts:

- 2015 Budget Scenarios
- I. Review of November 16, 2014 minutes
 - **Deb moved, Martin seconded, to approve the minutes of the November 16 Board meeting. The motion passed unanimously (all aye, none opposed, none abstaining).**
 - II. Disclose any conflicts of interest
 - Susan and Martin stated that they would have a potential conflict of interest if staff stipends are discussed.
 - III. Facility Development Discussion
 - Ben presented to the Board a rough cost estimate for services to prepare preliminary building designs at \$10,000. There was a thoughtful discussion about how to fund this request: budget and fundraise, take money from reserves, search for pro bono work. After making the motion below, board members affirmed that they did not budget and fundraise to pay for these designs because they want to save any appeal for the project itself, after plans are approved. These designs will be the seed to excite people about the project and prepare them for a campaign.
 - **Deb moved, Susan seconded that the FD Committee and staff first seek pro bono work and, if they are not successful (or are partially successful) funds needed for preliminary building designs should be taken from reserves. The motion passed unanimously (all aye, none opposed, none abstaining).**
 - Board discussed and authorized content of committee's bimonthly community update.
 - Board discussed the Facility Development Committee's involvement in financial feasibility. The Board decided not to form another committee to investigate feasibility. Members of the existing FD committee will do the investigation: Tim and Jodi will do

some research on banks and mortgages (including amortization); Admin. Director, Ted, and Ben will look at membership projections.

IV. Budget Discussion 2015 and Admin. Report

- The balance sheet for 2014 indicates that we had a net decrease in assets of \$3,891. (Note: we use actual not accrual accounting. If some pledged donations had processed in time for 2014 numbers, we would have made the budget and increased our assets by a \$1,000. Those donations will be recorded in the first quarter of 2015.)
- The proposed 2015 budget, with Jen's notes, was discussed. 2014 numbers were also discussed. In the course of discussion, the following changes were proposed to the 2015 budget making it a break-even budget:

Income:

- Weekly Dana increased by \$2,000
- Retreats decreased by \$2,000
- Classes decreased by \$1,820

Expense:

- Leadership group stipends increased by 10%; this increase will be offset in 2015 by Wanda's absence for half of the year. Keep the amount the same as last year \$16,000; the total amount spent will actually be a bit less.
- AGT increased 10% to \$11,000.
- Admin Director 6% increase.
- Routine maintenance reduced by \$2,000 based on previous year's expenses, and Dave's commitment as the building person for 2015.

- **Deb moved, Karen seconded to approve a break-even budget with proposed changes. The motion passed unanimously (all aye, none opposed, Martin and Susan abstaining). Vote is provisional due to a lack of quorum. Proposal will be brought back for final approval.**

V. 2015 Board Recruitment

- Twelve were nominated. Jodi and staff chose three names for recommendation. A number of factors were considered in choosing these three including: time, skills, energy, resources, commitment, number of years as member of MZMC, and trajectory in practice life. The Board agreed to ask these three and then possibly move to others, if they are not willing to serve.

VI. Membership Committee Report

- Bussho reported that we just wrapped up was a wonderful member drive, with over 20 new members and \$66,000 in pledges. Both were new highs for the Center. There are now more than 140 members.
- Membership tables will continue once a month throughout the year, and staff will reach out to the 20 new members to encourage participation and lend support.

VII. Program Report

- Ted reported that the new Tuesday night programming is going well thus far.

- Youth Group and DFS are off to a strong start. DFS will have special sessions for parents this spring led by Diane Benjamin from CIW.
- Guest Teacher Paula Arai will be doing a workshop on March 28.
- 2015 programs are scheduled and are similar to last year's offerings. They include the addition of Sitting with Sutras; this addresses a request for a shorter extended meditation opportunity on a weekend afternoons.
- Teachers are currently listening to dharma talks and providing feedback for each other.

VIII. Adjournment:

- **Susan moved, Karen second, to adjourn at 1:32 p.m. The motion passed unanimously (all aye, none opposed, none abstaining).**