

Minutes of the MZMC Board Meeting

November 19, 2017

Board members present: Rebekah Anderson, Janet Brown, Karen Davis, Paul Gilsdorf, Wayne Moskowitz, Jim Niland, Randy Wedin

Board members absent: Mark Turbak

Staff members and priests present: Ann Baukele, Kim Johnson, Ted O'Toole; NOTE: Tim Burkett absent due to illness

Other MZMC members present: None

1. October Minutes – 5 minutes

The minutes were amended and then approved; motion by Karen, seconded by Wayne

2. Disclose any Conflicts of Interest – 2 minutes

None.

3. Building Discussion (Wayne and Ted) – 25 minutes

Ted provided an update on the priests' meeting. They used the "council process" at which most favored the option of staying in the existing building and raising money to make improvements. They favor a decision to stop looking for new property. All priests can get on board to work toward fund raising up to \$400K for building improvements. The priests expressed openness to the idea of offering two dharma talks on Sundays.

Board members went around the room to share their individual opinions regarding a proposal to stop looking for new property and proceed with plans to wage a capital campaign with a value up to \$400K to make improvements to our existing MZMC building. A good discussion ensued.

Decision point: Wayne moved that we stop looking for new property; Paul seconded the motion. The motion carried. Janet voted no.

Decision point: Wayne moved that we move forward with plans to renovate the current MZMC building and to wage a capital campaign with a value up to \$400K. The motion carried unanimously, though we acknowledged that lots of big questions remain.

4. 2018 Annual Goals – 15 minutes

Decision point: Discuss and approve revised goals

2018 Annual Goals were discussed and amended. Kim to incorporate edits into a new version for review by the Board at the next meeting.

A Board-only discussion (absent staff and priests) was held regarding the Human Resources – Succession Planning topic. During that discussion the Board expressed unanimous approval for Tim’s plan to have Ted become co-guiding teacher as of January 1, 2019. Wayne captured notes from that discussion and passed them along to Kim for incorporation into the new version for next month’s Board meeting.

Action: Kim to distribute a revised version of the 2018 Annual Goals to Board members ahead of our next meeting. Board members review and bring any final comments to the next Board meeting at which we hope to approve the document.

5. Friend-Making

- Blank Friday – Randy gave an update on plans and invited Board members to volunteer at the Blank Friday event and to assist with media outreach
- Membership – Randy reported that pledges were going well – deadline is January 15
- Membership Table – Randy will send an email to ask Board members to volunteer to staff this table in the coming weeks

6. Introduction of 2018 Budget (Kim) – 15 minutes

Kim reviewed the 2018 Budget Worksheet and answered questions in preparation for making budget decisions next month and finalizing a balanced budget. Kim reports that we will need to raise \$40K in 2018 in addition to the membership appeal letter. It was discussed that Tim may be willing to conduct more events like this year’s “Mindfulness at Work” in-house at companies as a way to raise funds. She identified fixed vs variable expenses in our budget and estimated that it takes \$60K-\$70K just to keep things going. She reminded us where we have options for deferring or cancelling planned spending. Kim estimates that we will be 10% short (\$20K) in 2017 unless we receive a few really big donations.

Action: Kim will restate/reformat the 2017 Budget Estimate column to clarify that the numbers are expressed FYTD and to provide estimates of the remaining fiscal year if possible.

7. Teacher Report

- Matt Cisler was ordained
- Rohatsu is coming up – we have a good number of registrants
- We had good attendance at the last Practice Period

8. Admin Report (Kim)

- Topic deferred, although we did discuss hiring of an assistant for Kim and investigation of more robust benefit package in the 2018 Budget discussion

9. New Business

- Discussion of need for Board Capital Campaign Committee and other committees associated with the renovation of our existing building
 - **Action:** Kim to add this topic to the agenda for the next Board meeting

- **Meeting adjourned** - Motion by Jim; seconded by Wayne