

## **Minutes of the MZMC Board Meeting**

**November 17, 2019**

**Board members present:** Karen Davis, Paul Gilsdorf, Wayne Moskowitz, Randy Wedin, Jim Niland, Mark Turbak.

**Board members absent:** Janet Brown

**Staff, priests, and members present:** Admin. Director, Ted O'Toole, Tim Burkett, Pat Stahl.

### **1. October 20, 2019 Minutes.**

The draft October, 2019, board meeting minutes were unanimously approved.

### **2. Conflicts of Interest.**

No conflicts were disclosed.

### **3. Katagiri History Update**

Tim discussed revelations regarding reported incidents in Katagiri's past. In response, Katagiri will be de-emphasized at MZMC, including the renaming of the Founder's Hall the Buddha Hall, with removal of his photograph.

### **4. Committee Updates**

*Building Committee (Wayne):*

The committee met with the architect and builder the previous week. Regarding stucco, it could be re-dashed or else scraped and painted. Though re-dashing is more expensive, it creates a maintenance-free surface and is the the committee's favored approach. Windows could be selectively repaired or fully replaced. Bids are being collected for this work, with under \$122,000 allocated for both stucco and window work. There is also concern of flow though the zendo space to the restrooms and stairs, so the builder is holding back on general bids until the architect reconsiders this aspect of the design.

Do to concerns over raising the needed capital initially, a phased prioritized approach is being considered with a base budget of \$500,000:

- 1: Base budget includes roof repair, relocating stairs, new restrooms and new Buddha hall window, and remodeling garage driveway, and adding closets for future elevator (ie, ground floor remodel.
- 2: Front entry and back path
- 3: Bamboo porch
- 4: Garage, basement bathrooms, heating zones

The architect requested confirmation of the sewer line position, and presented a revised contract. Air conditioning was also discussed. A mini-split system would cost around \$20,000, and could be done as a separate project. We might vacate the building from the third week in May until the third week in September for the construction. A search is underway to find a suitable alternative facility during this time.

*Membership Committee (Randy):*

Membership drive to start in January It was recommended that this adjusted start time be communicated to the sangha, who is used to this taking place in December. Blank Friday preparation and publicity is going well.

*Capital Campaign Committee (Karen and Ted):*

We're now at 75% of goal. The public campaign concludes at the end of this year. Pat discussed a social media campaign and GoFundMe. We're also carrying out a phone bank campaign.

**5. Finance, Annual 2019 and preliminary 2020 goals (Admin.)**

A profit-and-loss sheet year-to-date was distributed. Net operating revenue is \$23,000 in the black, which is great for this time of year. Four-year goals were presented, discussed, and revised. Four-year and 2019 annual goals hadn't been formally approved. This will be pursued in our next meeting. Four-year goals discussed and revised. Annual goals will be discussed at the next meeting.

A second and third floor hot water issue created an unexpected expense of \$10,000-\$15,000

**6. Teacher report**

Ted reported that Ward's talk, children's programming, and practice period all went or are going well.

**6. New Business**

Next meeting to be held on December 15th. Future board openings also discussed.

**7. Adjourn** – The meeting was duly adjourned.