

Minnesota Zen Meditation Center
Board of Directors Meeting
December 20, 2020
11:30 a.m. - 1:30 p.m.

In Attendance

Board Members: Randy Wedin, Wayne Moskowitz, Tanja Nelson, Paul Gilsdorf, Jim Niland

Staff: Guiding Teacher Ted O'Toole, Admin. Kimberly Johnson

Absent Board Members: Mark Turbak, Karen Davis

1) Approval of November Minutes

We will approve at Jan. 2021 meeting.

2) Conflicts of Interest

None.

3) Teacher Report —Ted

Ted talked about the programming and events from the last month including the shuso ceremony, ordination and ground breaking.

4) Reports from Committees (30 minutes)

a. Membership

Tanja reported on Blank Friday, Social Fridays, and the December 31 event coming up. Blank Friday was not well-attended this year; we will not reuse format. Sustaining media contacts a positive; thanks, Randy, for reaching out to media outlets and being on Fox 9 news morning. Tanja also noted that we are at 70% of our goal for the membership drive. Drive ends mid-January.

b. Technology—Paul

Paul talked us through the proposed technology for the new Zendo. Rick will ask a contracting company at our needs and offer suggestions. We will ensure builders have info to support tech needs, outlets, etc. Paul and Wayne suggested we also need a multi-access point wifi network.

Jim F. has been helping on weekly audio posts. Thank you, Jim!

Plan being made for uniform digital doan instruction.

c. Building Committee—Wayne

Three topics were discussed: construction contract, loan documents and signing authority, and the construction committee. Motions made and unanimously passed as follows.

Motion Proposed (Wayne), Seconded (Jim) and unanimously passed. The MZMC Board of Directors authorizes Admin. Director Kim Johnson to sign a construction contract with Flannery construction in the form negotiated by Chris Dettling with a maximum price of \$850,708.

Motion Proposed (Tanja), Seconded (Paul) and unanimously passed. The MZMC Board of Directors authorizes Admin. Director Kim Johnson to sign all required loan and account documents with American National Bank (ANB), formerly Western Bank, consistent with business terms set forth in the October 23, 2020 letter from ANB.

Motion Proposed (Tanja), Seconded (Randy) and unanimously passed: The MZMC Board of Directors authorizes the dissolution of the Building Committee, with great thanks to all who served, and the creation of a Construction Committee with Wayne as the chair. The Board authorizes Wayne Moskowitz to be the owners representative in our interactions with Flannery Construction. Wayne may approve individual change orders and add alternatives up to \$25,000 per order with a ceiling of \$70,000 (budgeted contingency amount) for all orders together. After that ceiling is reached, any additional expenditures will need to be approved by the MZMC Board.

5) Ethics Policy Revisions

Ted talked us through proposed changes, and there was some discussion of proposed changes recorded by Ted. We did not have time to complete this discussion and will return to it in January. No motions were made.

6) 2021 Annual Goals and Budget Conversation

This was tabled until January due to time constraints. Admin. put proposed budget in chat and will send by email as well.

7) New Business

We will confirm 2021 Board calendar in January. Meeting tentatively set on the third Sunday of each month from 11:30 a.m. -1:30 p.m.

8) Adjourn