

September 19, 2021 Board Minutes

Board Members Attending In Person: Chair Deb Mielke, Katie Albright, Jim Niland

Board Members Attending via Zoom: Paul Gilsdorf, Mark Turbak

Board members excused: Tanja Nelson, Randy Wedin

Staff Attending in Person Guiding Teacher Ted O'Toole and Administrative Director

Members Attending via Zoom: Ann Bauleke

Meeting called to order at 11:45 a.m.

1. Approval of August 14, 2021 board minutes: Motion to approve: Jim N. 2nd Paul G. Motion carried unanimously
2. Conflicts of Interest: None noted
3. Teacher Report (Ted O'Toole): Reopening continues to go well. We have had lots of new people, and everyone seems to love the new building. The successful reopening is due to the strength and patience of the sangha.

Pat and John Bruhn have been very busy moving into their new house but progress continues on the building grounds. Ted has been kind of acting as yard supervisor.

Progress continues to be made inside-eg. technology. We have also been training new doans. Admin. Johnson has been extraordinarily helpful during the reopening. Paul Gildorf, Bernie Nelson,

and Jeromy Thotland have also been extraordinarily helpful.

Coming up soon: Hokyoji, guest speakers like Norman Fischer, the project building a new gate in the yard, and meetings of the Unpacking Whiteness group. The children's program will be getting underway again in March which will be hybrid in-person and via Zoom-we are finalizing the instructor's manual which will be based on a 6-week cycle. We will have council process three times a year (and also twice during Hokyoji). The LGBTQA+ group is continuing its work which may include people from other sanghas-

Committee Reports:

Membership Committee (Deb Mielke gave the report as cte. Chair Tanja Nelson was excused absent) The committee will have speakers for dharma talk days from Nov.-Jan-but not every week to avoid overkill. Randy Wedin is working again on Blank Friday. We will do the New Year's bell ringing ceremony again (but it was noted the zendo may not be available because of work on its floor.

Technology Committee (Paul Gilsdorf) We need a new system for network connectivity. Our outside coverage is not great. We need to eventually return Bernie's router and might retire the zendo's 15-year old one. They are narrowing down equipment choices.

Building Committee (Admin. Johnson): Admin. is compiling a list of remaining issues for the builders-they have agreed to address issues covered by the building contract for another year-but some issues may be beyond that contract.

Redoing the zendo floor is scheduled for Dec. 20-December 29 (this may change by a couple days.) We may have to do Sundays just by Zoom while this is underway.

There will be lots of work this spring with planting, etc. Other maintenance work is needed like the gutter.

Admin. will propose in the CY '22 budget funding for a paid on-call maintenance person.

4. Administrative Report (Admin.): At this point in the CY '21 budget year we are in the black by over \$13K. This is despite fundraising being a little low-we will do a Fall Appeal tied to specific items like the yard & garden-and we will have a soft ask in our holiday card. We are also likely to get funds from the donated painting and a bequest.

The board expressed its unanimous support for Admin. experimenting with simplifying our sesshin, course, etc. registrations by going to a "suggested value" system-while keeping an eye on its revenue impact

5. Review of annual goals: The board reviewed progress on the 2021 annual goals. On the first focus "Sangha Development" the board felt those goals had been accomplished except with respect to Introduction to Zen Meditation. Katie and Deb felt the board was disconnected from the work of the DEIA, LGBTQA+, Unpacking Whiteness, and Social Justice Dialogue & Response groups

The board felt the goals of the second focus "Priest/Teacher Development" had been substantially accomplished. (At this point member Ann Bauleke joined the meeting by Zoom.)

On the third focus "Facility Development to Support Sangha Growth" the board felt there was significant progress on these goals but that some work was needed on restoring the gardens, developing a maintenance plan, and rebuilding the reserve fund for building-related expenses On the fourth focus "Human and Financial Resources" first goal the board felt we had funded the building project and were incorporating ongoing facility expenses into our yearly budget.

On the second and third goals it was noted we were a little below our fundraising goal. On the fourth goal it was noted we may need to budget more for administrative costs in our CY '22 budget. (Mark noted we might need a program officer.) The board felt the fifth goal of completing the strategic planning process for the next four-year goals of 2022-2025 was in process. On the sixth goal the board noted one community meeting had been held and there would be a second this year. On the seventh goal the board noted completing the capital campaign pledges collection was in progress. On the last and eighth goal the board noted we had not yet developed a stewardship plan for the top 20% of capital campaign donors.

On the fifth and last focus "Integrated Communications" on the first goal of fulfilling its 2021 communications plan the board gave itself a "B" grade despite so much focus being on the capital campaign and building project. The board noted we had accomplished our second goal of having a trial of new scholarship program. On the third and last goal we had accomplished all the community-building efforts except for a neighborhood open house.

6. New Business: Ted suggested putting on next month's agenda working on our 50th anniversary in 2022. He thinks we have laid a good foundation for another 50 years.
7. Adjourn: Motion to adjourn Paul Gilsdorf 2nd Jim Niland Motion carried unanimously Board adjourned at 1:30 pm.

Next meeting Sun., Oct. 17 11:30 am-1:30 pm

Minutes respectfully submitted by Jim Niland