

# MZMC Board Meeting Minutes

Sunday, August 20th, 2023

Members attending in person: Deb Mielke, Matt Streit, Tanja Nelson, Carrie Garcia, Katie Albright

Staff attending in person: Ted O'Toole, Admin. Director

Meeting came to order at 11:35 am

1. Welcome
2. Conflicts of Interest: none.
3. Approval of Minutes: Carrie moved to approve the July minutes. Deb seconded; motion passed.
4. Guiding Teacher Report (Ted): There has been good attendance at all programming. 15 people will participate in the initiation ceremony on September 30<sup>th</sup>. This will be Rosemary's last sewing student group. Fiona took Rosemary to lunch and gave her the cards sent by students to thank her. Fiona will lead a sewing retreat September 25<sup>th</sup> – 29<sup>th</sup>. Victoria Austin guest sewing teacher will be in town October 5<sup>th</sup> – 8<sup>th</sup> leading four events at three Zen centers. The Day of Practice went well, and we will continue to offer this option. Ted went to Bemidji, joined by Evan, and offered a talk, retreat, and dharma discussion to a new group starting up there thanks to Elijah Ramirez. It was received well. Keido is doing his 30-day retreat in Sonoma. He and Jiryu are sewing their brown robes. Bill and his wife are expecting a baby! We may start a teen group in addition to the children's program as kids start to age out. Tim is leading retreats and Practice Period. Susan is stepping back for a while.
5. DEIA (Ted): The survey will serve as a starting point for long-term analysis of the change in demographics of the sangha. The DEIA has a work plan that can be viewed at any time. There was a presentation of Healing Minnesota Stories at Bdote (Fort Snelling). Mark and Ben are working on grants to bring nuns here from China and Vietnam for a few weeks at a time. There will be training for intro teachers on trauma awareness. There is planning in progress for how to provide accommodation for those who are dealing with trauma. There was a Waking Up To Race meeting. Carrie reported that the POC sitting group continues to be small, but important. Diversity and awareness are increasing.
6. Administration and Fundraising (Admin.): Kim handed out the profit and loss report. We are still in the black. We are underspending, and classes and retreats are going strong. A large surprise donation bumped up our fundraising numbers. We need to foster a fundraising culture – even small donations build connections. We also need to build more connections between the teachers and the board, around fundraising. There was some discussion of fundraising strategy. Programming is strong. We are moving away from buying books for classes, just teacher-authored titles. The budget seems pretty well balanced. The audit is currently happening and will be reported on next month.

7. New Board Member (Deb): A name was put forth for consideration. There was discussion of this name as well as others, and the proposed name was approved to be invited to join the board. We need to take care of those who have expressed interest, but we have not chosen this time around.
8. Membership (Tanja): Three members of the committee have left and been replaced recently, and now two more have decided to step down. We still have Tanja and Carol as long-term committee members. The picnic went well. Future events will be coordinated by a member who has volunteered, rather than relying on the chair to organize all events. Documentation will be created for Blank Friday so organizing can be easily handed off. Ginny and Leslie will be leading a lake walk on Saturday, September 16<sup>th</sup>. The Tuesday night attendees are an untapped source of volunteers.
9. Succession Plan Review (Ted & Kim): Ted gave his annual reminder of the process of choosing a new guiding teacher. He described a smooth transition during which Ted would make a suggestion and the board would vote. Kim talked about her plan for succession.
10. Bylaws and Governance (Deb): Our bylaws and governance documents create accountability and boundaries. They are broad guidelines, while the minutes record specific decisions. Creating a new Mission, Vision, and Values statement is on the board's to-do list. Ted and Ben will draft a statement for review by the board. There was some discussion of the bylaws and governance documents.
11. New Business and Calendar: Ted proposed skipping the November meeting.

Meeting adjourned at 1:30 pm.