

# MZMC Board Meeting Minutes

Sunday, September 17th, 2023

Members attending in person: Deb Mielke, Jim Niland, Katie Albright

Members attending online: Tanja Nelson

Staff attending in person: Ted O'Toole, Administrative Director

Community members attending in person: John Bruhn

Meeting came to order at 11:30 am

1. Welcome
2. Conflicts of Interest: none
3. Welcome New Board Member: Lauren Brown is attending the initiates meeting and will join us later.
4. Tree Report (John Bruhn): John told us about the threats to the trees on our property from parasites and pathogens, exacerbated by climate changes. To protect the trees we will need to treat the oaks every other year and the elm every three years. Treatment is effective if the tree is less than 30% infected. This will cost \$700 to treat all the trees this year, with future expenses to maintain the treatment schedule. Jim N. moved to approve this recurring expense; Katie A. seconded; motion approved. John left the meeting.
5. Minutes: Four changes were made to the August minutes. Deb M. moved to approve the minutes with changes; Jim N. seconded; motion approved.
6. Guiding Teacher Report (Ted): This month has been very busy. 15 people were initiated, with Jey serving as Chiden. Victoria Austin will give a Sunday talk here and lead sewing-related events with other sanghas. We will be hosting her at a teachers' luncheon. Fiona Lennox will lead a sewing retreat. There will be up to 23 participants at the retreat at Hokyoji. There are classes in progress and retreats coming up, providing for both beginners and advanced practitioners. Attendance is good at all programming, even filling up Saturday morning service.
7. DEIA (Ted): The Healing Stories event went well and was very moving. The lake walk was fun – there were about 24 participants, with 6 of them kids, but the work practice after the walk had only 4 people. Thanks to the membership committee for planning and running the event. Part of the event was a land acknowledgement written by Diana Ortiz. We have had guest talks by female teachers, including Kathie Fischer a few weeks ago.
8. Administration and Fundraising (Admin): We are in the black. Programming is strong, and fundraising got a boost from a few larger donations that balanced us. There will be a membership and donation drive beginning in November and a soft ask in the holiday message. At the next meeting Admin will present a draft of the membership request. Admin explained the higher expense numbers. We have hit another snag with the Square terminal – it does not work

well as a kiosk system. We will find out how other centers have done in-person digital donations. Another option is DipJar, but there is a high annual fee. We will put a Venmo QR code on the porch. Matt and Carrie are working on refining our procedures for doing rentals. We are working on pamphlets, but we want to do a few more events before advertising. We will need to budget for hiring a cleanup person, and there should be a suggested minimum donation. Admin is working on materials for planned giving.

9. Membership (Tanja): We need to think about recruitment of committee members. There should be an annual review of who is staying and who is leaving to avoid the mass turnover we saw recently. There will be a new system so people can write their own nametags. We are no longer doing membership tables, but Membership Committee and board members should welcome newcomers. The committee organized the lake walk. Upcoming events include a new member tea the first Sunday in November, Blank Friday which is being organized by Ginny Gelms, and New Years Eve bell ringing if someone wants to coordinate it.
10. Annual Goals (Deb): This is a check-in to see how we are doing on our goals. Ted addressed Focus 1: Most of these goals have seen progress and are doing well. Jim N. suggested making the teen program a goal as well. We are also progressing on Focus 2. Admin would like to encourage more participation before joining the mentorship program and suggests a future goal to define mentorship more clearly. Admin reported on Focus 3: The grounds look good, and the rain garden may or may not get started this year. She suggested rephrasing the goal to say “completed planning for a rain garden”. The viewing shelter is in progress, but still held up by paperwork. We are making progress in the tech area, but we should have a goal for next year. Maintenance is going well. The sewer will need repairs, but this will need to be coordinated with the neighbors who share the line, including the burned property. We are still working on a maintenance fund.

(12:45 – Lauren Brown arrived and was welcomed)

Focus 4: We are working on a Mission, Vision, and Values statement and will discuss it at the next meeting. We balanced the budget, but with an annual appeal, so we should reword that goal. Donation- based programming (except for the Hokyoji retreat) is working well. We are making progress on diversity and have submitted a grant to host nuns from Asia. The volunteer event was good and should be an annual event. We are working on our donor goals, have increased pay, and will have an audit report soon. Focus 5 goals are in progress and we should adjust the third goal to reflect that we are no longer doing information tables. Ted reports that we are doing well on Focus 6, but there were suggestions to adjust the third goal to include Tuesday guest speakers and “at least” one weekend visit.

11. New Business and Calendar: There will be no November meeting, just December.

Meeting Adjourned at 1:15pm.