

Minutes of Board Meeting

April 17, 2016

Board members present: Wayne Moskowitz, Paul Gilsdorf, Bussho Lahn, Deb Mielke, Jim Niland, and Randy Wedin

Board members absent: Karen Davis and Susan Nelson

Staff present: Tim Burkett and Ted O'Toole

Other priests present: none

Other MZMC members present: none

Attachments/handouts: MZMC Policy on Conflicts of Interest

1. January 2016 Minutes

The minutes were approved unanimously. (Moved by Randy and seconded by Wayne.)

2. February 2016 Minutes

The minutes were approved unanimously. (Moved by Deb and seconded by Wayne.)

3. Welcome New Member

On behalf of the Board, Wayne welcomed new Board member, Jim Nyland.

4. Disclose any Conflicts of Interest

None were disclosed.

5. Board Practice Talk

Ted discussed the importance of Board members maintaining their own individual practice, including maintaining a relationship with a teacher, during their tenure on the Board. He also encouraged Board members to avoid creating a false division between their spiritual lives and their lives in the “messy, complex world.” To symbolize the value of viewing Board service as Zen practice, Ted moved the statue of Buddha from the pedestal of the altar to a place on the floor as a member of the Board circle. Buddha remained quiet and serene throughout the rest of the meeting. Wayne suggested that it would be helpful at the beginning of every Board meeting to acknowledge the importance of seeing Board practice as Zen practice.

6. Officer and Committee Positions

The four officers from last year (Wayne as President, Karen as Vice President, Susan as Secretary, and Bussho as Treasurer) were re-elected to serve in the same positions this year. The vote was unanimous. (Moved by Wayne and seconded by Bussho.)

Randy was elected as Chair of the Membership Committee. The vote was unanimous. (Moved by Wayne and seconded by Bussho.) The other current members of this committee are Deb and Heather. Paul will consider the possibility of joining the committee. Tim, Admin. Director, and Ted will help identify and recruit new members for the committee.

Ben Connelly was re-elected as Chair of the Facility Development Committee. The vote was unanimous. (Moved by Deb and seconded by Paul.) The other current members of this committee are Wayne, Karen, Jim, and Ted. Tim and Admin. Director also attend and participate in all committee meetings.

The Board discussed the following issues:

- Is there a need for a separate board committee devoted to development (fund raising)? At the present time there is a staff committee devoted to development, with Tim, Ted, and Ben as members.
- Is there a need for a committee related to communications? This could be an “office committee” of volunteers, reporting to Admin. Director or to a volunteer coordinator (a volunteer or paid position). Deb will do some research about how other organizations handle this issue and these types of positions, and she will work with Admin. Director to develop a list of needs and/or a set of job descriptions.

These two issues will be placed on the agenda for the next Board meeting.

7. Annual Fundraising Appeal

The board reviewed the draft of the letter for the annual fundraising appeal. Ted and Wayne will provide any editorial comments to Admin. Director. The physical logistics of the appeal (i.e., printing, mailing, etc.) will be handled by Admin. Director. As in the past, teachers will add personalized notes to the letters/cards before they are sent out.

During the period of the appeal (proposed as the first four weeks of May), there will be engaging/enthusiastic/friendly speakers at each of the Sunday and Tuesday meetings. Wayne, Deb, and Jim volunteered, and other Board members will be invited. Others sangha members may be invited as necessary. Wayne will coordinate the speakers.

The goal of the appeal is \$15,000.

8. Fundraising 2016

The board reviewed the plans for 2016 fundraising events. In June, during the ECCO Neighborhood “super sale” [scheduled for Saturday, June 4, 9 a.m. – 3 p.m.], MZMC will have a yard/garage sale and open house. It will not be a plant sale. Karen and Wayne will help with this event. The event still needs a lead person, and Paul will ask Susan if she is willing and able to lead.

For September, the fundraiser will be a tea ceremony. Deb will be the lead person for this event.

For November, the fundraiser will be the November 25th “Blank Friday” event, with Randy as leader.

Early in 2017, Paul proposes to organize a film night.

9. Teacher Report

Tim reported on the three successful events held in late March during the visit by Norm Fischer.

The event targeted at the business community drew 140 paid attendees, with a particularly strong representation from Medtronic. This event can become an annual event.

Jim suggested that the relationship with Medtronic be further nurtured and developed for potential fundraising purposes. The next step will be to figure out the connections and personal relationships between MZMC folks and Medtronic—and then to explore ways to do more.

As follow-up for the business community, Ted and Wayne are hosting an event for lawyers, and Wanda Isle will host several events. Another target group would be physicians.

There was some media publicity for this event, but it was generated by MZMC rather than the PR firm,

10. Administrative Report

The quarterly reports will be late, in order to allow for the incorporation of details from the Norm Fischer event. Bussho reported for Admin. Director.

11. Facility Development Committee Report

The committee met and brainstormed a list of issues that need further consideration/resolution. We are still waiting to receive an estimate from Tea 2 Architects for the additional planning/conceptual/design work that is needed to provide a more detailed estimate of the cost of the overall project..

12. Items for the Next Meeting

The Staff Development/Fundraising group will make a presentation. Further discussions will be held about the need for a Development Committee and/or a Communications Committee/Group. The board will discuss the Program for Mindful Living (PML) and the relationship/boundaries between MZMC and PML

13. New Business

There was no new business.

14. Adjourn

The meeting was adjourned at 1:10 p.m. (Moved by Wayne, seconded by Bussho, and passed unanimously.)