

## **Minutes of Board Meeting**

**July 24, 2016**

**Board members present:** Wayne Moskowitz, Paul Gilsdorf, Bussho Lahn, Jim Niland, Randy Wedin, Susan Nelson

**Staff members present:** Admin. Director, Ted O'Toole

**Other MZMC members present:** Andrea Martin

**Attachments/handouts:** Annual Goals, Firm Ground Proposal

**1. June 2016 Minutes:** Revised and approved, motion by Wayne, Bussho seconds.

**2. Disclose Conflicts of Interest:** Not done this time.

**3. Second Edited Collection of Katagiri's Work, Contract Presentation by Andrea Martin:**

Contract vetted by editor and former MZMC member Scott Edelstein; it will be signed by MZMC and all royalties will go to MZMC. Recently, Andrea also transferred the total revenue from *Each Moment is Universe* to MZMC. Thank you, Andrea! MZMC will be considered the "author" of this second collection; it will hold the copyright. Some expenses (small) will come out of \$8,000 advance (copyright, permissions, and the index).

**Motion** to thank Andrea for her work and express heartfelt generosity on behalf of MZMC by Wayne, seconded Bussho, motion passed unanimously.

**Motion** by Deb to grant authority to Wayne to review and sign copyright contract on behalf of MZMC board, seconded by Randy Wedin, motion passed.

**4. Firm Ground Proposal:** Preliminary Estimated Budget and Design Study. After some question and answers with Dave from Firm Ground and Admin's helpful clarifying questions to sum up the issues: "What are we building and what will it cost?" Firm Ground will do design work, engineering work, offer cost estimates. In the future, they can deal with ADA issues, work with contractors and city regulations. Their work is well-known by Tim.

**Motion** to approve signing contract to hire Firm Ground by Jim Niland, Bussho Lahn seconded. Motion passed unanimously.

**5. Development Committee:** Discussion of formation of new Board subcommittee for the purpose of enhancing MZMC's community profile and developing significant sources of funding. Committee will include staff, board members, and sangha members with connections and experience.

Jim Niland and Wayne to be board representatives of committee. Names of sangha members identified for invitation to join.

**Motion** by Bussho to approve formation of committee, Jim seconds. Motion passed unanimously.

**Resolution:** That MZMC staff will be liaison to Firm Ground with all decisions to be made by the board as a whole. Deb moved, Paul seconded. Resolution passes.

**Motion:** by Wayne that Jim Niland be committee chair, Bussho seconded, motion passed. Thank you, Jim.

**6. Fundraising Update and Plan for Remainder of 2016:** Discussion of how to make rest of goal at 15,000. Board looked at two options: Give to Max in November with a matching donor for a portion of it or new year card with appeal, art card, or other small item for gift enclosed.

**Motion** to adopt as strategy Give to the Max, review results and decide whether or not to send the seasonal appeal, by Paul and seconded by Randy.

Paul planning movie night for January of 2017. Tea ceremonies to bring in modest funds and create opportunity to reach out to non-members. Blank Friday will also create bigger MZMC profile, potentially bring in more folks.

**7. Membership Update:** Committee chair Randy reported on activities of committee

- a. Potluck picnic planned for MZMC yard with games and activities on August 19<sup>th</sup>.
- b. Weekly membership tables starting up again with some “jazzing up.”
- c. Preparing for membership drive for November
- d. Discussing how to make families more a part of sangha. (Will keep Susan and Ted informed on this.)

**8. Annual Goal Review:** Progress or completion of many items, building campaign goals being reviewed and planning continues with the Firm Ground motion above.

**9. Teacher Report (Ted):**

Darla’s ordination was a big recent event that went really well.

Special council process in July; 15 people attended. Will do another one final Sunday of July. Susan’s idea to do this; it has been good for community.

**10. Admin Report (Admin.)**

Communication Volunteer Squad: We have a list of volunteer options. How do we get the word out? Admin. will work with Deb and Karen (and Mark as Ino) to figure out the plan for listing volunteer options. We will also discuss the question about having a coordinator or leader.

**11. New Business**

Need to do September quarterly meeting. We will discuss it at the next board meeting.

**12. Adjourn**