

Board Meeting of Zen Community of Oregon // 3.4.18

In attendance (*Directors): Larry Fuho Trussell (President), Douglas Onkatsu Kagel*, Jim Hornor, Laura Jomon Martin*, Nan Kyoko Whitaker-Emrich, Amy Kisei Costenbader*, Bill Dainen Kelley*, Patrick Bansho Green, Amy Renyo Vance, Patrick Kenyo Dunn, Chozen Bays, Roshi*, Hogen Bays, Roshi, Nancy Kodo Conover, Darah Shonin Ashton*

Meeting location: Heart of Wisdom

Intro

Opened at 3:37 with Zazen and reading from “The Heart of Being”

Review of Capital Projects at Great Vow

- Chozen, Soten, and Bansho met to discuss and prioritize projects at Great Vow
- Three elements to consider when prioritizing:
 - Urgency of need
 - Cost
 - Expertise
- Projects In Progress
 - *Front Garden* - Part of long term development of grounds including a waterfall and pond. Designed by Toru Tanaka. \$2,000 - \$5,000. Funds donated.
 - *Renovation of Roshi Quarters*: Convert current space into 2 or 3 living spaces with bathroom, kitchenette, improve air flow, and more natural light. Working with architect to get initial plan (\$2,000). **Have not yet committed to construction in 2018**. Once architect gives initial plan a clearer budget will be brought to the board for consideration. \$60,000 to \$100,000
- Projects under consideration
 - *Yurts for Summer Program* - Summer residents crowd out retreatants. Yurts could house multiple residents and event housing beyond summer. Cost depends on size and features. \$10,000 - \$20,000 each
 - *Vow Making Station* - Improve area for the making of vow plaques. Cost is minimal.
 - *Front Office Remodel*: Put up drywall, unify furniture, and address wall visitors see when entering

- Next steps are that these projects will get more definition and refined budgets to be brought back to the board for consideration.

Review of Capital Projects at HOW

- Entrance Sign: Permanent sign on posts with place to put up info. \$2,000
- Kitchen Remodel: Working with same architect that is looking at renovation of Roshi's quarters. Committee has been assembled to work on design for kitchen and put together fundraising campaign. \$TBD

Fundraising 2018

- Committee met (Kisei, Bansho, Kyoko, Onkatsu, Kodo) to discuss fundraising for 2018
- Identified kitchen project as fundraising campaign similar to the accessibility campaign last year. Considering starting this Spring. Focused more on small donors in city.
- Identified Roshi Remodel as a larger donor campaign. Proposed calling individuals who may want to donate.
- Annual Dinner: Has been focused on paying mortgage for Great Vow. We only have 4 years left of mortgage payments left. So paying off the mortgage will be the focus of this years dinner. Onkatsu will head pledge program for this.
 - Shinei and Soten are taking over MC duties
 - Will be silent auction of art

Discussion of Board Elections, Officers, and Committee Heads

- Annual meeting is May 6th
 - Will elect new board member
 - Candidates must have been member for 3 years
 - Board officers will also be nominated
- We still need a treasurer
- Membership Committee: Onkatsu is interim chair of the committee. He met with Bansho and Arlene to discuss different categories of non-members and how to help them become members.
- Nan, Choon, Dienen, Bansho, and Fuho will meet to discuss duties and composition of board
- Communications Committee: Moving forward on website. Jim is currently working to identify possible partners to work with and will be attending a networking event in April between Non-Profits and Companies that do digital work. Once he has identified potential partners he will work with them to get proposals to present to the communications committee.