

Board Meeting of Zen Community of Oregon // 1.28.18

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

Meeting location: Heart of Wisdom

Intro

Opened at 3:34 with Zazen and reading from “Shobogenzo”

Emergency Succession Plan

- It was identified at the board retreat that a succession plan was necessary
- A committee met to develop a plan. Revisions were made based on notes given at the last board meeting
- Reviewed draft of Emergency Leadership Transition Plan
- Edits suggested to add “Assistant Abbot or most senior teacher...” in case of both abbots having an unplanned, long term absence and make clear that the board is responsible for appointing replacement in all cases.
- Motion made by Kyoko to approve Emergency Succession Plan once above amendments are made, seconded by Kisei. Motion passed.

Update on GV Succession Plan

- Next step of succession committee is to develop a long term succession plan. Will meet again in February.

Finance Committee/Treasurer Report

- 2017: period of growth with both income and expenses going up. 22 new members signed up. Finance committee was formed. End of year liquid assets:
 - Checking: \$137,635.18
 - Savings: \$129,423.77
 - IRA Bequest: \$28,000
- 2018 Intentions:
 - Finance committee will continue to meet
 - Find a new treasurer by end of 2018 (currently Bansho)
 - Simplify bookkeeping so we can get more (relatively) real-time financials
 - Board needs to look at cash assets and determine what money needs to

be kept aside and what can be spent on projects and investments.

- Reviewed budget. Bansho offered to review budget in depth with board members or any member of the communitte that is interested.
 - 2018 total projected expenses: \$418,179.00
 - 2018 total projected net ordinary income: \$17,321.00
- Kisei makes motion to approve budget, Chozen seconds. Motion passes.

Communications

- New flyer template was designed
- Making new website in 2018 that will be mobile optimized and easier to manage
- Video project is going well and is expanding to other teachers

Membership

- Arlene has a need to step back and we need to find a new chairperson
- Onkatsu and Bansho will talk about Onkatsu serving as interim chairperson

Temple Council

- Experiencing increase in attendance to offerings
- 2018 projects: New signage out front and update kitchen

Harmony

- Gathered materials from other Sanghas around conflict resolution
- Are in process of reviewing

Update on Director Terms

- We have two directors who have their terms coming to an end at this coming annual meeting in May
- Dainen is coming to end of his first year and would like to continue
- Onkatsu has come to end of his 6th year and will not continue. Selection committee needs to meet to come up with candidates to fill his spot.

Comments from Robyn Steely on the Board and the By-Laws

- Handouts provided with Robyn's comments

Review of By-Laws

- There are by-laws that were made when the organization was much smaller

- By-laws need to be reviewed and recommendations made for edits based on our current size and situation
- Group will form to review by-laws and recommend changes to the board

minutes submitted by Jim Hornor, Secretary