

Zen Community of Oregon Board Meeting
On Zoom Nov. 6, 2022
2:00 to 4:00 PM
Minutes prepared by Kodo Conover and Myo-on Sloan
Approved via BoD vote April 9, 2023

ZCO Director and Officer attendance

- Nancy Kodo Conover (President, Director)
- Chozen Bays, Roshi (Director)
- Harrison Shokan Martin (Director)

- Nancy Kyoko Whitaker-Emrich (Director)

- Brent Gyokan Carmer (Director)

- Jim Shikaku Hornor (Director)
- Kassie Ko'un Fisk (Director)
- Darah Shonin Ashton (Treasurer)
- Bea Myo'On Sloan (Secretary)
- Patrick Bansho Green (Administrator)

Sangha attendance

- Hogen, Roshi
- Jomon Martin
- Stuart Gray

- Myoyu Voekel

- Onshin Landry

- Gensho Welsh
- Josh Mann
- Ilya Shinku Zilbersteine

- Fuho Trussel
- David Seikan Snyder
- Joseph Bouquiren
- Claire Johnston
- Carolyn Blasdel
- Scott Passin

1. Opening

- Kodo opened the meeting with a meditation, welcome message, and reading

2. Housekeeping items and agenda

- Three reports and one discussion — Finances, NEXT Refinery, ZCO Communications, Sirmio Property

3. Financial Update — Shonin and Bansho

- Current financial balance as of 10/1
- Savings account \$181,490
- Checking account \$298,970. (For comparison 2019 we had \$130,000 in saving and \$98,000 in checking).
- Comments: Fuho would like to see a 5-year report of our finances and Bansho will send out that information.

- Discussion on how best to use this extra money...invest, put into needed maintenance, add to our prudent reserve. No decisions made. Prudent reserves of three months for ZCO is \$118,055. (Total operating expense divided by 12 times 3. $\$472,220/12 \times 3 = 118,055$.)

4. NEXT Refinery — Kosho Ault

Background and comprehensive information about the NeXT refinery:

- DEQ Air pollution permit was approved in August but they denied the water pollution permit in September. NeXT will have to reapply, and if there is a short comment period, Kosho will let us know.
- Beaver Drainage District dropped the appeal but refused the settlement. This is significant because the community made it clear that they wouldn't be intimidated or bought off.
- Land Use Board of Appeals (LUBA) reversed its approval of the rail yard on agricultural land.
- Army Corps of Engineers will have a report in January and flaws and gaps of information will be seen.
- NeXT can't go forward without the water permit and the rail yard.
- The Columbia Riverkeeper are working on this. Hogen is friends with people on the Port Commission and he can supply phone numbers if you want to call them.

5. Communications Committee — Myoyu, Kosho, Shokan gave a short overview of how communications is organized for ZCO.

- Instagram, FB, madmimi, Mattermost, lots of others, how to coordinate and keep flowing in a manageable way. Advice? Clarification?
- Where is content coming from? What are the priorities? Who decides what needs to be communicated, to whom, why, and when? How are things updated?
- Myoyu sends out newsletter and coordinates with Raoul who does Instagram posts, YouTube, podcasts, posts on FB.
- Registrar sends out emails. Listserve about events from monastery. Still Zooming everything. Advertising for Zenworks.

Questions from Kodo:

1. How are things being coordinated?
2. How can we put this under one umbrella, more unified in deployment.
3. Most information comes from the monastery and priests. Takes up a lot of time to do it. How we decide what area we will expand in, how do we know if message is getting out?

Discussion:

- Shokan: Instagram, FB and Youtube tracks views. YouTube can see click through rate, engagement time, if someone is a subscriber. A paid FB ad, you can see exactly who saw it and who clicked on the link. We know how many people opened the email and clicked on links.
 - Do we want an Insight Timer channel? Twitch? If someone is interested in doing something, find a way to make it work.
 - Myo'Yu: She has struggled with being the Zenworks person and updating the Great Vow page, the pictures, the banner. Found tech support lacking. She is looking forward to Shokan coming back to being the tech support person. Need someone like that AT the monastery. Teido (Raoul) does a lot. Excited to expand the newsletter. Comes out on the 15th. Hoping to do it twice a month, on the first and the fifteenth. Will lean into the one on the first.
 - Gyokan: maybe a new official training position for tech support?
 - Kassie: are people tasked with responding to comments on social media? It would benefit from having someone respond. Not clear who does that now.
 - Shokan: It would be good to have someone from HOW doing communications too, two people overseeing the project. It's a broad umbrella, need two people to work together to tell the story of ZCO and a helpful way to build sangha and bridge the gap that has always been present but deepened by COVID when people can't go in person.
 - Shikaku (Jim Horner): we stopped meeting regularly. He knows parts of the website, he and Myoyu haven't gotten together for awhile. They need to get back to more professional and standardized meetings.
 - Nan: we have a history of having less people in communication group so a few doing a lot. Also the business of sometimes it's HOW and sometimes it's GV -not enough fitting together coordinating with both groups. Time to organize.
 - Onkatsu: updates bulletin boards in the tea area. He knows what he wants to see on that Board but he doesn't know what should be up there – because there isn't a person making decisions and directing communications. It's just what Onkatsu wants to have there. Needs to be centralized and thought through – age groups, demographics, interests.
 - Kodo will keep this conversation going. Need someone (s) from HOW to be added to the Communications Committee.
6. Sirmio Property — Hogen (Note: Hogen and Chozen have purchased the Sirmio Property so that it is off the market. We are now looking at the possibility of ZCO purchasing that property from Hogen and Chozen)
- Jim Horner (Shikaku) how quickly do you want a decision from the board?
 - Hogen -have it resolved in the next year would be nice. We are both in our seventies so can't hold a contract for too long. Wants estate to be cleaned up.

Board Proposal:

- Horner: proposes that the Board make a motion that we are interested enough to develop a financial plan, what are the options, what is the budget, what would payments be, how would it impact other major works?

- Bansho says, then the board is making a decision. Board meets next in January. People from the Finance Committee can work on a proposal. Bansho, Kodo and Shonin will look at the numbers and work with Hogen on a potential proposal for our next ZCO Board Meeting in January.

Proposal was made, and was unanimously agreed.

- Bansho has invited people to talk to Hogen, Chozen and Kodo, some information out there right now on (Mattermost?). Continue the conversation to reiterates it, photos on the website.
- Nan: we did raise two concerns about buying it. 1) how will we maintain it, 2) and who will do it? Will the expense interfere with repairs? How will we resolve those. Deal with them in parallel. Maintain all that real estate and adding it to what is going on right now.
- Jomon: Kodo, you said something like, we need a plan for repairs, a maintenance plan.
- Kodo: we are going to be putting together work groups for making a long-term maintenance plan. Kodo will get those work groups going. Anyone not on the Board who wants to be on a work group, let her know, and will advertise that's what's going on.

7. Other business — none brought up

8. Adjournment

- Kodo adjourned the meeting with Enmei Jukku Kannon Gyo