Zen Community of Oregon Board Meeting

Zoom only

2:00-4:00 PM

April 9, 2023

Minutes prepared by Brad Biddle

**[DRAFT (UNAPPROVED) 27-APR-2023]**

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| **ZCO Director and Officer attendance** | **Sangha attendance** |
| * Nancy Kodo Conover (President & Director) * Chozen Bays,Roshi (Director) | * Hogen * Jomon |
| * Harrison Shokan Martin (Director) | * Myoyu |
| * Brent Gyokan Carmer (Director) | * Kosho |
| * Nancy Kyoko Whitaker-Emrich (Director) | * Onkatsu |
| * Patrick Bansho Green (Administrator) | * Myosho |
| * Brad Biddle (Secretary) | * Fuho |
|  | * Gina * Scott * Eisan * Diane * Bikkhu John * Austin * [possibly others?] |

1. **Opening**
   * Kodo opened the meeting with a meditation, welcome message, and reading
2. **Review of dates for the next Board Meetings and Board Retreat**

* The Board decided on Aug. 5 as the date for a Board retreat. The question of whether an official Board meeting should be held on that date was left open.
* Remaining 2023 Board meeting dates are thus:
  + - May 7 (Annual Membership Meeting)
    - August 5, if needed
    - October 29

1. **Sirnio property update**

* Kodo, Shokan and others reported on the Sirnio property purchase. Key points included:
  + Kodo/others have been in contact with the lawyers engaged for the contracting process, which is underway.
  + Kodo asked if there was a plan to test the property’s water; Shokan said yes.
  + Shokan reported about the intentional burn of a building on the property by the local fire department, and that they (Shokan) are investigating the best way to disposition the resulting ash and rubble.
  + Shokan and others described other projects underway and planned for the property, such as the new trails, removing rocks from the pasture, mowing, planting, goat grazing, relocating the ceramics room, improving storage. They noted that maintenance of the old buildings will have some challenges.
  + Kodo mentioned an idea she is investigating related to carbon sequestration.

1. **Membership report**

* Onkatsu provided a membership report. He described membership growth as “robust” and quoted an appreciative message from a new member. He noted:
  + We have a total of 320 members
  + Between 1/1/23 and 4/9/23 27 new members joined; 7 dropped
  + Last year at this time we had 249 members (we’re now up 71 year-over-year)
  + In 2022 membership accounted for $125,700, or 25% of income
  + May will be “membership month,” details to come
  + On Sat June 10th a membership event will be held at HoW

1. **Approval of Minutes**

* The Directors present unanimously approved the minutes from the Nov. 6, 2022 and Jan. 29, 2023 Board meetings, subject to a correction of a typo in the 11/6 minutes.

1. **2023 Budget**

* Bansho presented a draft 2023 budget on behalf of the Finance Committee. After substantial discussion, Kyoko moved that the budget be approved, Chozen seconded, and the motion passed unanimously. [The approved budget is attached to these minutes as Attachment A.]

1. **Annual Meeting Planning** 
   * Kodo reported on the status of planning for the Annual Meeting and encouraged participation in that meeting. Key points included:
     + Supper will be served after the meeting; Cybil will cook
     + Shokan will provide a monastery update
     + Gina and Kosho will provide an Engaged Buddhism update
     + Onkatsu, with Kodo, will provide a temple update
     + Kosho will lead a chant or song
     + Some monastery residents will perform acts from the recent GVM creative practice period performances
2. **Work group proposal**
   * Kodo described a potential need to address a set of issues related to roles/responsibilities and compensation associated with (a) the transition of Bansho and Jomon to new roles at the monastery, and (b) the development of a part-time temple manager role at HoW. Kosho is the presumptive candidate for the role.
   * After substantial discussion, an Ad Hoc Committee was created and tasked with:

1. Documenting roles and responsibilities for Bansho and Jomon, and developing an associated compensation plan

2. Documenting roles and responsibilities for the individual who would fill the temple manger role, and developing an associated compensation plan.

* + Kodo will chair the Ad Hoc Committee; the other members of the committee are Jomon, Bansho, Hogen, Chozen and Fuho. Proposals from the committee will be presented to the Board.
  + The Temple Council is expected to provide inputs about the job description for the temple manager role.
  + Gyokan and others emphasized the importance of making decisions quickly, paying a living wage for the temple manager role, and not asking potential candidates for the role to work on an uncompensated basis while decisions about the role are in process. Kodo raised the possibility of arranging for interim stipends to be paid if the process is lengthy.

1. **Other business**
   * Kodo invited discussion of any other business.
   * Chozen asked about the status of the Next Biofuels plant; Kosho and Myoyu provided updates.
   * The topic of the Annual Dinner was raised, and substantial discussion ensued. Myoyu reported that Sept. 9th is the tentative date, and that she is engaged in discussions with St. Andrews as the venue. The group brainstormed about alternatives and about the goals of the dinner given that it is now deemphasized as a fundraising event.
   * Brad reported on the status and output of the Elections Committee. The EC recommends Maureen Myosho Milton to fill the Director role being vacated by Nan Kyoko due to term limits. Myosho will be put forward as the recommended candidate for vote at the Annual Member Meeting.
2. **Adjournment**
   * Myoyu led the group in a chant and Kodo adjourned the meeting at 4:00pm.

**ATTACHMENT A:**

**2023 BUDGET**

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