Zen Community of Oregon Board Meeting

Heart of Wisdom Zen Temple

January 26, 2020 3:30-5:30pm

Minutes prepared by Ko’un Kassie Fisk

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| **ZCO board members attendance\*** | **Sangha attendance** |
| * Chozen Bays,Roshi | * Hogen Bays Roshi |
| * Kisei Constenbader (President) | * Jogen Salzberg |
| * Bansho Patrick Green (Administrator) | * Myo’ou Bea Sloan |
| * Dainen Bill Kelley | * Kodo Nancy Conover |
| * Kyoko Nancy Whitaker-Emerich | * Kostto Ault (via skype) |
| * Shikaku Jim Hornor | * Soren Janine Salisbury |
| * Kennyo Patrick Dunn | * Chorin Linda Vick |
| * Shonin Darah Ashton (Treasurer) | * Myoyu Haley Voekel |
| * Ko’un Kassie Fisk (Secretary) | * Ryan Knauber |
| * Jomon Laura Martin - Excused | * Onshin Tim Lawry |
|  | * Rosie Jaye |
|  | * Lucia F. Calleja * Shoken (via skype) |

1. Zazen

1. Reading form Maezumi Roshi

1. Meeting minutes from November 17, 2019 were approved with request to call out board member attendance separately.

1. **Ordained Social Security and Retirement Proposal** (Bansho)

* Chozen shared that ZCO has completed interviews with other Zen centers about retirement plans. One example is Rochester Zen Center has a 403B account that can be easier to administer.
* The Social Security for Ordained document was presented by Chozen, Shonin and Bansho. This would also include postulants. The proposal included Social Security, Cost, Administration and Retirement.
* The retirement would be based on a 5-year commitment. Bansho confirmed that the proposal will include Medicare and social security at 15.3% plus 1% transit tax.
* The current stipend amounts for postulants do not provide enough income to receive SS credits.  There was a question about whether to tax the current stipend amounts for postulants.  There is ongoing discussion about how to allow 4 credits a year based on earned income, which would make tax withhold beneficial.

**Decision – board approved motion to accept proposal**

1. **Budget** (Shonin)

* In 2019 we took in more money then spent.  We prepare for 3-4 months of spending of prudent reserve income for security of unexpected expenses.
* The current budget includes $500 for audio/visual at $500.   Bansho suggested the board propose more for the budget.  Shokan was asked to pull together an audio/visual budget.
* Bansho shared that a new car would be considered a capital expense.
* The 2020 budget includes a lower amount for training fees and priest fund compared to 2019.
* Estimated expenses for 2019 $388,200.00 and for 2020 $363,122.62.

**Decision – board approved budget**

1. **Heart of Wisdom Update** (Kodo)

* There was a large water bill recently, which may have been due to toilets running as a result of the plumbing issues. A quote was provided about a year ago from Brunner Plumbing at approximately $8k.  The current quote to replace pipes has gone up to approximately $10k.
* Kodo is hoping to fix the kitchen without a full remodel, and the plumbing is a concern. Kodo’s estimate for a full kitchen remodel plus plumbing would be approximately $40k.
* Bea requested the pipes be tested for lead..
* The capital fund for Heart of Wisdom has about $8-10k.  The request is to allocate what is needed to get the plumbing fixed.

**Decision – board moved to use the capital fund up to $12k for plumbing. The pipes will be tested for lead.**

1. **Leadership Transition Work Group Proposal** (Bansho)

* Bansho would like to have a plan for implementing transition.  The idea is to form a workgroup to guide the sangha in a process. Workgroup to include members of the board and some of the teachers.  The plan could be considered by the board by summer solstice.
* The workgroup would be made up of: Fuho would chair the workgroup, Jogen, Kisei and Soten from Great Vow, Nan and Jomon from the Board and Bansho and Kodo.
* Chozen shared that there is a job description, and would like to consider the mission of each position, to expand the awareness more broadly.
* Bansho clarified that this group is not a decision group, but a workgroup with a goal to develop a process.
* Discussion included the important of having monastics as part of the workgroup, and a range of ages.
* A request is that this workgroup report back to monastics.  Chozen shared the importance to have faith and trust.

**Decision - board moved to accept the committee as a workgroup of the board**

1. **Board Meeting Dates for 2020, Upholding Sangha Treasure (UST) and Diversity, Equity and Inclusion (DEI)** (Kisei and Kyoko)

* Nan shared that the Upholding Sangha Treasure in February is an all-day event. We will see a film about the history of our community. Bansho and Kodo will talk about Heart of Wisdom.
* The other day-long event is DEI.  Everyone will receive a survey about where we are at, which will shape the training for the day.

**Board Meeting Schedule for 2020 confirmed**

1. Jan 26 - Board meeting at HoW 3:30P-5:30P
2. Feb 29 - Upholding Sangha Treasure Process at HoW – Daylong event
3. March 22 - Board meeting at GV 2P-4P
4. April 19 - Annual meeting at HoW 3:30P-5:30P
5. May 16 - Diversity, Equity & Inclusion training at HoW – Daylong event
6. July 26 - Board Meeting at GV 2P-4P
7. Sept 13 - Board Meeting at HoW 3:30P-5:30P
8. Nov 22 - Board Meeting at GV 2P-4P

1. **Membership Update** (Ryan)

* Ryan is the new membership coordinator and has been working with Onkatsu.
* Ryan will work with Onkatsu to help send new member packets.
* Will check in with current sangha hosts to verify their commitment to stay in that position in 2020.
* Will work on a future new member brunch or maybe member brunch.
* He is working on the reconciling with Salesforce, which will provide confirmation of total membership. Bansho felt that current membership is 141.

1. **Great Vow Update** (Hogen)

* The organization runs on trust and faith and continues to be a place to offer a warm welcome.
* The sangha is strong.
* Abbott quarters are done.

**Roundtable:**

* Chorin shared the year-end report from the Engaged Buddhism Committee and will be posted on the website. Participating in Lift Every Voice Oregon in addressing gun violence to regulate assault weapons and require training.
* B is available for communications to the Recovery Dharma PDX

Closed with Four Great Bodhisattva Vows