

## DRZC Board Meeting Minutes - Summary

May 21, 2015, 7-9pm

*Present:* Kevin Ansui Geoffroy Board Chair; Jeff Stookey, Board Secretary; Gyokuko Carlson, Abbot, Corporate President and Kanin; Kelly McCombs, Corporate Treasurer; Linda Hoka Bebernes; Valerie Kaishin Kelly; Julie Burtis; Jyoshin Clay; Joe Shisei Niski, Trustee.

*Guest(s):* Kakumyo Lowe-Charde; Shin'yu Vitells, Ko'in Newsom.

*Not present:* Michael Dochin Rowell, Vice Chair.

*Required Quorum:* Nine (9) out of ten (10) voting members were present. Quorum was met: a majority of the Directors in office constitutes a quorum.

The meeting began just after 7pm, at 3155 NE 85th Avenue, Portland, OR 97220.

Silence.

Member concerns: None

Check in.

**Minutes:** The Board minutes for 23 April 2015 were approved by a vote of those present who were at that April meeting.

**Next meeting dates:** June 18th, July 9th, and August 13th. The annual DRZC Board retreat will be held Sunday, July 26th at Shisei's home at 314 NE 65th Ave (big yellow house between Flanders and Davis).

### *Committee Reports*

#### **Frogsong Preschool Report**

Three students are now enrolled, two additional families are working on applications, and one more prospect is showing promise. One more open house will be held on May 30th. Upcoming outreach activities include the Buddhist Festival in the Park, Montavilla Food Coop pancake breakfast, and the Jason Lee Elementary School Carnival.

The preschool bought at a greatly reduced price a set of equipment and furniture from a Montessori school that has closed.

A profit and loss statement for the preschool was reviewed.

#### **Property Report**

*Lotus Blooming*, capital campaign: Status of outreach to 120 members who have not yet donated to the campaign as of February 2015 was reviewed. This effort has brought in an additional \$69K-82K in pledged donations so far.

\$60K is due from *Semle* soon. A \$12K reimbursement from a Metro grant is also expected soon, after which we will be able to submit more reimbursement requests. We recently received \$4K in cash donations to the building fund.

*New Market Tax Credits* (NMTC) program: We have support from the Portland mayor, the Oregon governor, and PCC, to leverage our position for national level meetings in the first week of June after which we should have a better reading of our status after those meetings.

*Siskiyou Street improvements:* We are now purchasing materials and scheduling this project. It will probably go on for four months during which time the street will be unusable.

This will have a significant impact on the neighborhood, because Siskiyou is one of the few east-west thoroughfares connecting NE 82nd to Fremont Place.

*Construction:* We are closing out our contract with B&G Builders, since we are pausing construction for now. Renewed contracts will be put in place later when needed. Electrical hookup is still pending.

*Solar:* We won a lottery for solar incentives, which can provide us with \$11K in federal funds. Although we must come up with \$35K over time, this can be delayed for up to a year. We must pay \$5K for engineering plans soon, but this can be covered by incoming Semble funds. Solar panels on the Sodo would pay for themselves over 11 years. A motion was passed that we go forward with this solar incentive program.

*Pathway:* The Portland Parks agreement is in place regarding an easement through our property. One can now traverse the whole property.

Raising funds by *expanding membership*: DRZC is looking for a *membership coordinator* to lead an effort to increase our membership (skill set and hours flexible). Our marketing approach is not to proselytize but to present an open door inviting people in when they are interested.

## **Financial Report**

The treasurer reviewed a year-to-date financial report. A Comcast internet hookup will add about \$400 per month to the budget. Insurance costs are higher than planned. General donations are down (concurrent with building donations increasing).

A motion was passed to submit our completed tax return for 2014.

The treasurer recommended that DRZC change our accounting method from modified cash basis to accrual basis. The Board will take this up in more detail at the Board retreat in July.

The stock donation process is now set up with the Edward Jones broker and will be made available on our website.

Our Key Bank account is still open until final transactions go through. We are getting services now from Albina Community Bank, including a credit card account which is now set up with five cardholders.

## **Dharma Garden Steering Committee**

The Board approved raising Dharma School fees by \$10 at the beginning of June from \$60 to \$70 for members and \$200 to \$210 for non-members. This is a small increase and we have not raised fees for over two years during the transition to the new property. Dharma Camp fees will be increased by \$15 each (fees are currently \$365 members/ \$430 non-members) but not until 2016—registration for 2015 is underway.

## **Increasing programming**

A suggestion was made by the Board to the Dharma Council to look at increasing programming as a way to build familiarity with Dharma Rain, add to our marketing list, and raise a little additional income. New programming possibilities would offer more entry gates to the site and introductions to what we are doing, but require coordination to organize offerings, do outreach, and schedule space. The board will take this up with the Intercouncil Committee.

**Annual Fundraiser**

The fundraising committee asked the board for guidance on what an acceptable ticket price is and whether we should plan on using the funding currently in the budget to lower the ticket price and encourage higher attendance and more donations, especially for multi-person households and parents bringing children. The board agreed that budgeted funds should be used to reduce ticket prices.

**Intercouncil Committee Report**

The Dharma Council is working with Fujaku, who is now in charge of publicity, to advertise the beginners workshops more widely.

The Dharma Garden is now a separate Council. The Dharma Garden Steering Committee is working on a mandate.

The Intercouncil and Dharma Council have requested that the Board review fees for all classes, workshops, and the residency program, to standardize fees and determine if they should be raised or kept as is. This will be added to the agenda for the next board meeting.

**Emergency Preparedness Team (EPT)**

Recently a mentally ill person approached the Sodo during Sunday services, prompting review and tightening of procedures to be followed by guest masters, the Shuso, and others regarding safety. The EPT will be sending the board a report on how this has been addressed.

The meeting adjourned at 9pm.

Respectfully submitted,  
Jeff Stookey  
DRZC Board Secretary