

Dharma Rain Zen Center

Board of Directors Meeting Minutes

November 16, 2023

Present: Todd Tsuho Sattersten (A), Alice Chan (2), Sam Murphy (2), Jean Renso Bond (2), Carrie Schultz (1), Kakumyo Lowe-Charde (A), Rick Hogetsu Mitchell (3), Alison Muchaku Dunfee (1)

Absent: Zonnyo Riger (1)

Quorum: Met

Member Concerns: The concrete Buddha on the grounds is unstable and dangerous. Needs to be shored up.

Committee Reports

Financial: YTD through October we are showing a loss of \$35K. Expenses for the month were higher than expected primarily due to catch up in loan interest on our SBA loan. Cash was up a bit from the previous month, and at \$160K represents almost 5 months of expenses.

Health and Safety: Focus has shifted from Covid to emergency preparedness. Not meeting regularly, hope to get re-energized in 2024.

Building and Grounds: the tractor is under repair. Things are in pretty good shape for the winter. Did a design charrette for the proposed new building to flesh out ideas. Next step is for Kakumyo to engage an architect to draw up designs that can be used to get bids and refine the actual costs.

DEI: Genko has now joined the committee so there is representation by a teacher. The committee is developing work plans and prioritizing activities.

New Business

Accounting: Alice talked about several items that will be refined to improve our financials. Starting January, Kakuon and Zonnyo will receive \$100 stipends. There was a discussion of how to handle health insurance as people age into Medicare.

EOY Fundraising Letter: Is complete and will be mailed out 11/17

Strategic Planning Committee: Met last month and believed we have largely met our current strategic plan. During the next year or two we will begin the process of developing a new plan.

Budget: Kakumyo presented a budget for 2024 that he and Alice have been working on. At a high level the budget shows us with a modest profit on a cash basis while funding a little over \$40,000 towards the capital costs of the new building. We are looking for total revenue to be up about 5% while expenses grow 4%. The increase in revenue comes primarily from Dharma Camp returning to full attendance and us receiving a grant that Kakumyo is working on. There were several big one-time expenses in 2023 that won't repeat in 2024, so these numbers seem reasonable even with inflation.

Sam made a motion to accept the budget, Tsuho seconded, and the board approved unanimously.

Action Items

Kakumyo will mail out year-end appeal

Alice will work with Zachary to figure out if Genko has applied for Medicare.

We have a tentative meeting date of December 14 if it is needed. The first 2024 meeting date is January 18.

Adjourn 8:20

Submitted by Sam Murphy, Secretary