

Dharma Rain Zen Center

Board of Directors Meeting Minutes

April 18, 2014

Present: Alice Chan (3), Sam Murphy (3), Jean Renso Bond(3), Carrie Schultz (2), Kakumyo Lowe-Charde (A), Alison Muchaku Dunfee (2), Lindsay Pour (1), Choten Robinson (1) Zonnyo (A)

Absent: None

Quorum: Met

Member Concerns: Women's bathroom often has a long line on Sundays and events. Is it possible to Make the men's bathroom into an all gender bathroom to ease the backup. Men's bathroom has both a urinal and a stool and would require some comfort/flexibility on the part of Sangha members. Will "float" the idea with DEI and Dharma council to see how people feel.

Committee Reports

Open Gate: No report

Financial: First quarter revenue was very strong at \$210K and Net Income was \$78K. Income and expenses included several one-time items. Excluding those, both revenue and net income were roughly in line with budget and showed significant improvement compared to the previous year.

The board discussed several options to increase the interest we receive on our cash balance. It was decided to open a money market fund at Fidelity. Sam made a motion to direct Jyoshin to open an account at Fidelity, and to appoint both Jyoshin and Kakumyo as Authorized Persons to act on our behalf as outlined in the Fidelity Business Account application. Renso seconded, and the board agreed unanimously.

Health and Safety: no report

Building and Grounds

Several things are happening around the construction of our new building. There was a meeting with the state Department of Environmental Quality, who is involved since our site is a former landfill. The state had some suggestions, but in general is supportive of the building. We are working towards submission of a conditional use permit to the city. In the next week or so Kakumyo has a grant meeting with Energy Trust Oregon, hopefully that will help fund some subcontractor work on our plans.

We have received pledges of \$115K towards the building project, about half of our goal by June 1. It is an encouraging start, but activity will need to ramp up a bit in the coming month to reach our target.

Dharma Garden Quarterly: No Incidents

New Business

Ethics Council: The ethics council made several revisions to our policies to make it clearer when an ethical or sexual harassment violation must be reported, they also updated language around who is on the committee. The council also recommended that the board adopt a sexual harassment policy geared specifically to employees. The board had a lengthy discussion of our current policy, and in the end felt it did cover employees. Renso will go back to the council to get a better understanding of why they felt a need for a separate policy for employees.

Frog Song Paid Time Off: Staff brought forward the idea of providing paid time during the winter and spring breaks when the school is closed. They pointed out it is common to provide this, plus a few extra days of PTO, in similar schools. It encourages teachers to take vacation during school breaks and provides them income during the closures. This would provide teachers extra PTO compared to current policy and effectively be a raise. The board was unanimously supportive of the idea. Renso will reply to Shin'yu that we agree with the concept but want to be sure that all of the teachers agree and that our bookkeeping is ready for the change before implementing this as a policy.

This also led to a much broader discussion of Frog Song and its role and goals within Dharma Rain. It is complicated to balance the financial needs of funding the school and buildings, treating staff fairly and keeping the school accessible to the community. Alice and Lindsay are going to do some work breaking out a fully allocated P&L for Frog Song, and this will be a topic for our summer board retreat.

Credit Card Request: The board needed to sign last month's minutes authorizing an increase in Genko's credit card..

Action Items

Sam- Communicate with Jyoshin about opening a Fidelity account.

Alice – check with Zachary about closing OnPoint account.

Zonnyo – Talk with DEI and Dharma Council about the idea of making men's bathroom mixed gender.

Renso- Go back to Ethics Committee to understand what they don't feel is covered around employees in our current sexual harassment policy. Communicate our support for new PTO policy to Shin'yu

Alice and Lindsay – work on fully allocated financials for Frog Song

Adjourn 8:30

Upcoming Meetings

May 16

June 27

July 18

August 24 Board Retreat

Submitted by Sam Murphy, Secretary