

# Dharma Rain Zen Center

## Board of Directors Meeting Minutes

### March 21, 2024

**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)

**Absent:** None

**Quorum:** Met

**Member Concerns:** None

#### Committee Reports

**DEI:** No report

**Financial:** February was a good month, as we received \$25K in loan forgiveness and \$50K from the Hemera grant. YTD net Income is \$78K, excluding the grant and loan forgiveness our Net is \$3k. Cash position is strong, with \$229K in the bank. Sam is going to investigate money market or short-term treasury funds at a few major brokerages to see if we can get a better return on our cash without too much hassle or risk.

**Health and Safety:** Committee is working on streamlining procedures to make sure emergency food stores are fresh.

**Building and Grounds:** General spring cleanup.

#### New Business

**Succession Planning:** The board discussed succession related to the Dharma Garden Council and Frog Song, since youth practice and the school are major efforts for DRZC. Currently, Shin'yu is both the chair of Dharma Garden and the primary administrator for Frog Song. Together, those represent a major effort on her part, and one she has indicated a desire to continue for at least the next several years. Those roles could be easily split in the future. Either of the two primary Frog Song teachers have the skills to step into the admin role if needed, and Kakumyo is comfortable there are other teachers who can step into the council chair role over time.

**Planned Giving:** We received notice of a gift to Dharma Rain from the will of Eric Marcoux. The timing and size are uncertain. We will do a review of the Branching Streams planned giving program at our June meeting.

**Grant Review:** We have been working on several grants.

The Hemera grant was approved, and we received \$50K last month.

The Community Resilience Fund grant proposal is being refined to submit before an April 30 Deadline. We are asking for \$100K to provide emergency services and potential short-term housing for families from the immediate neighborhood. As part of our plan to build new school rooms, we will remodel the space now used for Frog Song into a dorm room. The board unanimously approved this new proposal.

The PCEF Grant is a major ask for \$1.3 million over several years. This is for the expansion of solar power, investment in the building expansion and environmental projects for us and the neighborhood. It would staff a full time “green” position.

**Classroom Building:** Kakumyo and several others met with city planners for our Pre-application review. Some good news and bad. The good news is that the city planners were enthused about the project and supportive. The bad news is that due to some history of the site we will need a class 3 Land Use review which will add some time and cost to the project.

The next step is to engage the architect and geotechnical service to develop plans to submit for approval. The board has agreed with spending roughly \$30K to do this at the same time as the launch of a fundraising campaign and hearing about the major grant described above.

**Fundraising and 50<sup>th</sup> Anniversary:** Fundraising for the new building begins in earnest this week. Kakumyo hopes to have commitments for \$200K by June 1 and to raise an additional \$200K on our 50<sup>th</sup> anniversary. The website for the event will be going live this weekend. Planning is well underway.

**Credit Card Request:** Genko asked to raise the limit on her Dharma Rain credit card by \$500 to \$2,000. Particularly in her role as Tenzo, inflation is making it difficult to function at the lower level. The board unanimously approved.

### **Action Items**

Sam- review potential money market funds for April meeting.

Kakumyo will set up a meeting with Lindsay, Shin'yu and Jen to better refine the goals, revenue model and teacher salaries at Frog Song.

Renso- add to Agendas: April – planned giving, summer retreat

Adjourn 8:30

### **Upcoming Meetings**

April 18

May 16

June 13

Submitted by Sam Murphy, Secretary