

Dharma Rain Zen Center

Board of Directors Meeting Minutes

March 20, 2025

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

Absent: Alison Muchaku Dunfee (2),

Quorum: Met

Member Concerns: none

Committee Reports

Open Gate: Kakumyo will meet with OG to review strategic planning

Financial: Through February we have Revenue of \$79K and a loss of \$17K. Too early in the year to draw any conclusions. Alice and Zachary have completed a balance sheet and P&L for Brilliant Sea of Clouds to keep the capital campaign and new building separate from our operating budget.

Building and Grounds: Working on clearing blackberries and seeding with native plants. Coordinating with Bird Alliance as they begin to prepare the next-door site. They will need to bring ~150 truckloads of dirt to fill in low spots on property.

Health and Safety: No report. This committee was formed in response to the COVID pandemic. The board agreed it was time to disband.

Agenda Items

Grants: 2 grant application processes are opening in the next week to 10 days. We have done the background work and are ready to apply.

Strategic Planning Committee: Have met twice. Working on communication plan and gathering historical data. Starting off with big picture visioning. Lindsay will provide an outline to Sangha at the spring forum.

HR: We do not have complete job descriptions set up for all staff and are lacking regular performance reviews. Lindsay will try to work on a suggested plan, and we will add HR review to our policies.

Policy Review

Confidentiality Statement. Unanimous vote to approve as written

Sexual Harassment. Unanimous vote to accept changes as drafted.

Conflict of Interest. Unanimous vote to accept as edited.

Gift Acceptance. Unanimous vote to accept as edited.

Action Items

Renso – Circulate Safe Environment Policy to Kakumyo, Talk to Dharma Council about the Green Book.

Kakumyo – write spring membership note for newsletter, encourage members to review and hopefully increase membership pledge, get Eric's revisions to Safe Environment policy added.

Lindsay – Continue work on job descriptions and review policy.

Zonnyo – Accounting policy and check writing

Adjourn 8:30

Upcoming Meetings:

April 10

May 15

Summer Retreat July 19

Submitted by Sam Murphy, Secretary