

DHARMA COUNCIL MEETING

February 10, 2022

The purpose of the Dharma Council is to assist and advise the Abbot and Godo in determining matters of liturgy and teaching. The Dharma Council provides oversight and stewardship of Dharma presentation and practice at DRZC to support its core mission and values.

In Attendance: Gabe, Kengan, Enji, Sokuchū, Daikō, Christina, Jyōshin, Jiko

Facilitator: Gabe

Location: Zoom

Recorder: Enji

Minutes

1. Minutes from prior meeting - Approved
2. Next meeting date: March 10, 2022
3. Updates on action Items from previous meeting(s):
 - a. Coordinate with staff to publish DC agendas and minutes on DRZC website, and announce in e-bulletin. Gabe. **Done**
 - b. Create a new Wednesday evening class evaluation form. Sokuchu. **Almost finished.**
 - c. Share the new Seminary class evaluation form with staff. Sokuchu. Shared with Genko. Inquired about transferring ownership. **In process.**
 - d. Discard the hard copies of the "History of Buddhism Through Texts" seminary class evaluations. Keep only the digital version. Sokuchu. **Completed**
4. Topics and Decisions from Today's Meeting:
 - a. The DC has agreed to be the accountable team for three initiatives in the DEI list of proposed activities: A.9 (Offering diverse voices in Dharma Expression), C.2 (Updating the Green Book on Ethics w/equity lens - secondary to Ethics Council), and C.6 (Conducting org reflection on systemic oppression - w/Board, after prelim trainings). For each of these three, who will be the DC point person?
 - i. Decided:
 1. A9: Jiko will be point person.
 - a. **Action Item:** Sokuchu will give Jiko the RACI matrix and share ideas about the point person role.

2. C2: Kengan will be point person.
 - a. **Action item:** Kengan will reach out to Ethics Council re: working on this initiative, and explore whether to ask the DEI committee to be involved with reviewing the booklet..
 3. C6: Gabe will be point person with Jyoshin as “soft assistant”
- b. Are there additional initiatives in the DEI list of proposed activities that the DC would like to be involved in? If so, in what capacity?
- i. Summary of main discussion points: Clarification that the DC should be consulted generally about training, and our review of training will generally be at the goal level, not the details level. DC should also be consulted regarding new programming and other significant changes happening in our areas of oversight. Team leads need to know the organizational bodies relevant to their work, and communicate proposed changes.
 - ii. **Action item:** Gabe will follow up with Sangha Council on the topic of making sure current and future team leads know how they fit in the broader organization and communicate accordingly.
- c. How can the DC further refine internal and published agendas/notes?
- i. Decided: For now, we will keep the agenda and the to be published minutes as the same document. The posted document will be a pdf and will have no links, and will mainly include decisions.
 - a. **Action item:** Gabe and Enji will incorporate style and format elements from Sokuchu’s version of last month’s notes, with the goal of striking a balance between concision and preserving process content that might be useful for understanding issues and decisions.
- d. Does the Dharma Council have a meaningful and useful role in the temple currently? What changes might support this?
- ii. Background: Jiko and Gabe spent some time considering the Dharma Council in a general way and envisioning some possible changes. Jiko wrote up a summary and proposal for potential changes including smaller council size, less frequent meetings, refining meeting focus, among others.
 - iii. Summary of main discussion points: What is the work that needs to be done for oversight and stewardship of Dharma? Is the DC an important body for giving those who are not teachers or officers a voice? Does the DC have an important role in supporting the Godo?

- iv. Decided: Before making any changes, the DC will explore the following questions further at our next meeting: Is there a meaningful role for the Dharma Council at DRZC currently? Is there important work for the DC that is not better suited to other individuals/bodies? What is my role in the Dharma Council?

5. Recurring Monitoring Reports and Announcements

- a. Diversity, Equity, and Inclusion: Completed and published a new Greeter Handbook of Guidelines. Change of name from Guest Master to Greeter. The training for DRZC leaders has been scheduled. Three sessions will take place from February to March.
- b. Affiliated Groups:
Daiko requested input from the DEI committee about questions to ask the Affiliated Groups about their DEI activities and strategies. Daiko submitted the 2021 Affiliated Groups Liaison's 2021 Annual Report to the Dharma Council, Board of Directors, and the affiliated groups teachers and/or coordinators.

6. Action Item Assignments and Deadlines

- a. Gabe and Enji will incorporate style and format elements from Sokuchu's version of last month's notes
- b. Gabe will follow up with Sangha Council on the topic of orienting team leads to how they fit in the broader organization
- c. Sokuchu will give Jiko a RACI matrix and ideas about the role of point person.
- d. Kengan will reach out to the Ethics council to coordinate on reviewing the Ethics Book with an equity lens.