

Dharma Rain Zen Center

Board of Directors Meeting Minutes

March 17, 2022

Present: Kakumyo Lowe-Charde, Alice Chan, Jean Renso Bond, Todd Tsuho Sattersten, Rick Hogetsu Mitchell, Sam Murphy

Absent: Carrie Schultz, Stacy Zonnyo Riger (on sabbatical)

Quorum: Met

February minutes have been approved. The next Board meeting is Thursday, April 21st at 7 pm in-person or via Zoom.

Committee Reports

Financial: We have changed our fiscal year to conform to the calendar year. Through February, DRZC is profitable with Total Revenue of \$83,590 and Net Income of \$23,869. This includes a grant of \$19,000 from the Oregon Department of Education.

DEI: DRZC Board, teachers and leadership completed a three-part DEI training by Tusk Consulting, and we plan to make time for a Board debriefing and discussion. The Awakening to Whiteness class has been rescheduled to May.

Health and Safety: With the waning of the most recent COVID surge, the committee agreed to begin loosening up some restrictions. We are moving (probably April) to re-opening two Sanzen lines. There are no other changes to COVID policies currently.

Building and Grounds: The Hojo is largely complete, and Kakumyo has moved in.

Previous Action Items

Retirement Plan: After researching alternatives, Tsuho recommended that DRZC offer all employees the same retirement plan (through Vanguard) that Kakumyo participates in. This will fulfill our obligation under the Oregon law to offer plans to all employees. Tsuho and Zacchary will implement this.

Fundraiser: Kakumyo, Hogetsu and Tsuho reported back on plans to hold a spring fundraiser on-line during the first week of June with a goal of \$15,000. We will begin spreading the word late April and May. More specifics are forthcoming.

Employment Tax Credit: Alice investigated and reported back that it is not worth pursuing. The employee hours eligible are negligible in our case.

New Business

Financial Audit: Sam and Alice have been working with the bookkeeper Zacchary to review how our financials are collected and reported. There was some discussion about drafting and implementing new financial policies, but that effort has been tabled to a later date.

Dharma Council Request: The Dharma Council requested making accommodation for retreat participants more comfortable. Kakumyo and Tsuho reported that we are opening space in the Uji, the Library, the dining room, and the living rooms in the dorms for retreat participants to sleep.

Action Items

Tsuho and Kakumyo will report back on more specifics on the spring fundraiser.

Hogetsu, Renso, and Kakumyo will meet as a subcommittee to propose changes to Ethics Council membership.

The meeting adjourned at 8:22 pm.

Respectfully submitted by Sam Murphy, Secretary.