

# Dharma Rain Zen Center

## Board of Directors Meeting Minutes

### November 17, 2022

**Present:** Kakumyo Lowe-Charde (A), Alice Chan (1), Todd Tsuho Sattersten (A), Sam Murphy (1), Carrie Schultz (3), Stacy Zonnyo Riger (3), Jean Renso Bond (1)

**Absent:** Rick Hogetsu Mitchell (2)

**Quorum:** Met

October minutes have been approved. The next Board meeting is December 15 at 7 pm in-person or via Zoom.

#### Committee Reports

**Member Concerns:** A member shared a video with the board using a series of Buddhist teachers talking about the importance of staying engaged with democracy and voting. The board did not have time to review and circulate this before voting day, but plans to share it with the Sangha via the newsletter or a blog post.

**Financial:** Alice reviewed the October financials. For the month, we had revenue of \$30K and a loss of \$20K. This month included roughly \$11k in unusual expenses including HVAC repair and consulting work on the acoustics of the Zendo. YTD revenue was \$373K, we had a net profit of \$67K and cash on hand is \$248K, all showing solid performance.

**Health and Safety:** The board unanimously approved a new set of COVID protocols drafted by the Health and Safety Committee which continued to loosen restrictions. The Committee also removed the signs on bathrooms limiting occupancy to 2 and removed questions about vaccine status from forms.

**Building and Grounds:** Update to dorm rooms is ongoing and some of the bathrooms have been improved. Acoustic tiles for the Zendo will be ordered, with installation planned for January.

The housing working group met, and Kakumyo asked the two potential developers of affordable housing for more specific proposals. The current focus of the working group is to clarify why adding temporary “small houses” for the houseless and/or building affordable housing is important for DRZC and how best to communicate with the Sangha and the neighborhood.

**DEI:** The Committee held a meeting November 17 to continue planning for a winter event. This event will focus on soliciting Sangha feedback around what equity work should look like at DRZC.

## **New Business**

**Budget Review:** Kakumyo and Alice presented a draft budget for 2023. The budget shows revenue of \$454K, down 4% from 2022 mostly due to last year's COVID payments to Frog Song. Expenses are projected to be up 9% to \$477K resulting in a net loss of \$23K. Cash flow should be modestly positive, and the budget seems conservative and realistic. There was significant discussion about whether to raise prices for sesshins, residency and events to reflect inflation. At this point, the board agreed that was not necessary, and that it is important to keep these core functions accessible. Tsuho moved to accept the budget, Kakumyo seconded, and the board unanimously agreed.

**Board Elections:** Members were solicited via Survey Monkey to vote on board members for 2023. Carrie and Zonnyo were reelected for 3 year terms and Muchaku was elected for a 3 year term.

**Year End Appeal:** An annual report and end of year letter with a fundraising appeal is being drafted. It should be ready for board review shortly and be mailed out next week.

### **Action Items:**

- Tsuho will circulate the voting video for board review
- Tsuho will introduce the board functions for Muchaku
- Zonnyo will circulate the date of the DEI forum
- Zonnyo will see if it is possible to add a function to allow attendees of DRZC functions to pay extra to cover our inflationary costs
- Zonnyo will circulate the year end letter for board review

The meeting adjourned at 8:57 pm.

Respectfully submitted by Sam Murphy, Secretary.