

Dharma Rain Zen Center

Board of Directors Meeting Minutes

November 20, 2025

Present: Sam Murphy (1), Lindsay Pour (2), Zonnyo Riger (3), Kakumyo Lowe (A), Alice Chan (1), Choten Robinson (2), Randall Daigai Filbert (2)

Absent: Carrie Schultz (3), Alison Muchaku Dunfee (2)

Quorum: Met

Member Concerns: Email received suggesting training in mindfulness in difficult situations and asking about DRZC presence at No Kings protests. Kakumyo will respond.

Committee Reports

Open Gate: Forum scheduled for February 8 on inclusion.

Financial: Operating Income for November was \$13,593. \$15,000 year-end donation was balanced by higher than budgeted insurance expense. Cash is solid at 5x monthly expenses.

Building and Grounds: We did not receive the grant from PCEF to help with construction of new building. We will reapply next year and continue to look for grant sources. This puts any construction plans on hold near term.

We had set aside a planned giving balance of over \$90,000 awaiting this decision. The board voted unanimously to now use those funds to reduce debt owed to original Siskyou co-housing depositors.

Agenda Items

Spring Fundraiser: Board agreed to do an online “ask” rather than host an in-person event.

Strategic Planning Committee: With clarity on PCEF decision, strategic plan can move forward. Last meeting added significant focus and structure thanks to input from Thomas.

Board Elections: Yusatsu and Kailyn were both elected and will join in January. Carrie has completed her term of service.

Unemployment Review: Nonprofits are not required to pay into Oregon unemployment. Kakumyo has been working with a group of nonprofits who pool their typical unemployment insurance payments and allow those funds to grow if there are no claims. The Board voted unanimously to move forward with that arrangement.

Policy Review

Finance policy was reviewed and unanimously accepted by the board. HR policy needs one more round of refinement to make sure all is in sync with current staff contracts. Kakumyo and Lindsay will finalize contracts for 2026. As of 2027 we will move to HR policy replacing contracts.

Action Items

Kakumyo – Respond to email regarding training and presence at protests. Arrange paydown of co-housing debt. Set up new unemployment plan. Send out year end letter.
Lindsay and Kakumyo – meet to finalize employee contracts for 2026.

Adjourn 8:30

Upcoming Meetings

January 15, 2026

February 19

Submitted by Sam Murphy, Secretary