

## BRIGHT WAY ZEN BOARD MEETING MINUTES

FRI. MAR 21, 2013 6:30pm

In attendance: Domyo Burk, Ellen Carlin, Amy Plavak, Dawn Holt, So'on Markel

(note: successor's list was approved and signed at Jan 24, 2013 board meeting.)

### **Feb. 21 Board Meeting Minutes Approved.**

**Bylaw change review:** Domyo suggested changes (taking out dual role of "spiritual director" and "president" and replacing with single "Executive Director") in order to reflect the current organization as it exists, keeping in mind we can change it as we grow. Amy suggested edit to include a sentence that the Exec Director be subject to the Ethics Statement. Domyo's suggested changes to bylaws, as well as Amy's suggested edit both approved. Bylaws were signed and finalized.

**Executive Director Report:** 501 C3 status is in progress, yet not filed. Holdup is requirement for three years of past or projected financials. Domyo explained that a more pressing need is to get Quick Books up and running, and get Amy and Fushin Payne access. Amy suggests setting timeline for such goals in order to account for Domyo's work schedule.

**Financials:** Profit and loss statement is done from January-present.

Cash flow projections presented for the coming year.

Six new members assumed by end of year (2.5% growth) at assumed \$25/month.

Retreat assumed every other month. Discussion re: dropping retreat price from \$40 down to \$30.

Cash on hand projected to hover between \$2500-\$3000 throughout the year.

Discussion re: subletting to other groups (religious, book club, AA, eg)

**Materials and equipment:** Domyo has purchased or returned all zafus and zabutons from Dharma Rain, to allow BWZ to become financially independent of DRZC. Board agreed we should reimburse Domyo for those purchases.

We currently have plenty of zafus/zabutons, plus materials for more. Waggessas will need to be produced for Jukai.

### **Bright Way Zen's relationship to Dharma Rain:**

Domyo's concerns:

-establishing a separate status from DRZC, while keeping lineage connection

-BWZ should not be accountable to DRZC's Dharma Council

-Domyo has continued to act as member of DRZC, while maintaining the above; found complications

-Thus, a letter has been sent to DRZC, her membership there will be resigned.

**Ethics Statement:** Generic SZBA ethics template presented. Discussion re: what we want in our own statement.

Domyo would like to take proactive measures to ensure sangha harmony, being preventative of future conflict, including facilitated meetings for members to air any concerns before they become contentious.

No ethics statement was adopted yet, Domyo will edit SZBA template and bring it to the next meeting.

8:30- meeting adjourned