

Bright Way Zen Board Meeting Minutes

August 7, 2014

Attendees: Domyo Burk, Dawn Holt, Ellen Shoketsu Carlin

The meeting was called to order at 6:17 pm.

Attendance – Domyo updated us on what has occurred since our last board meeting on 7-18-2013. Tuesday evenings and Sunday mornings participants are 10-15, averaging around 12. Monday Secular Zen participants vary from 5-12, usually around 6-8. Indra's Net started June 2014, one Thursday a month but organizes other events too. We have been advertising with Meetup and Google Ads (\$50/month).

About once a month, we hit about 20-22 people (happens rarely but a little more often). Parking has been an issue when we have a crowd. Our landlord has given us permission to repaint the lines in the parking lot to improve access.

Shoketsu suggested that we track actual attendance at each BWZ service (Sunday and Tuesday). She will begin tracking attendance in a small book while keeping time. Then we can look at trends, patterns going forward.

Membership – 33 total actively pledging participants now. 8 are donors only, 25 are participants. Average member-donor-only pledge: \$24 a month; average member-participant pledge: \$33. Total pledged monthly: \$935. New members in last two months: 7. Pledge increase from these 7 new members: \$210.

Board Membership

Chair of the Board: Ellen Shoketsu Carlin, appointed to one-year term on 10/18/2012.

Vice-chair: position to be filled by another current board member

Treasurer: Mary Fushin Payne, appointed to two-year term on 10/18/2012.

Secretary: Lisa So'on Markel, appointed to two-year term on 10/18/2012.

Domyo Burk, ex-officio voting member of board indefinitely, as Executive Director

Dawn Holt, appointed to three-year term on 10/18/2012 (expires 10/18/2015)

Jeff Young, appointed to three-year term on 10/18/2012 (expires 10/18/2015)

We need to add one or two new board members and will hold an election. Domyo will ask invested members who are eligible for the Board (supporting members who have taken Jukai) if they are willing to be considered for nomination. When the list of willing invested members is finalized, it will be sent to all members asking for nominations for board membership. The list will include current board members willing to serve another term."

Officer roles will be reassigned by Board at the next Board meeting in October.

Financials – We raised \$2489 extra with our fundraising in January 2013 in order to move into our Barnes Road space. That’s about what we netted over the last 12 months (income less expenses), so we’re holding our own and probably slowly catching up. Bank balance varies because people sometimes give a year’s worth of membership at once.

Based on the BWZ balance sheet for 2013 and the first half of 2014, the Board agrees there is enough in reserve funds to pay Domyo a monthly stipend. It was moved and seconded to pay Domyo a monthly stipend of \$125 for the remainder of 2014. The next step, once a Board quorum approves the stipend, is to research a way to legally put her on a payroll.

Other Business – We discussed scheduling a sewing work day in November to finish the interior decoration of the zendo.

The next Board meeting should be in October and include the new board members. The meeting adjourned at 7:20 pm.

Respectfully submitted,

Ellen Shoketsu Carlin