

## **BRIGHT WAY ZEN BOARD MEETING MINUTES - June 19, 2019**

**The meeting was called to order at 6:30 pm**

**PRESENT AT MEETING:** Domyo Burk, Executor Director; Jeff Young, Chairman; Jinryu Janna Allgood, Vice Chair; Jim Lewinson; Zack Bartel, Treasurer and Joan Maurer, Secretary.

Not present: Frankie Borison

**Zazen and council process:** The meeting began with 5 minutes of zazen and a brief council process.

**Prior Meeting Minutes:** minutes of the previous board meeting that was held on April 17th were approved prior to the meeting and this was confirmed.

**EXECUTIVE SESSION:** Executive session was held. Confidential minutes, if there was anything to be reported or discussed, are dealt with and filed separately.

**REPORTS:** reports on the topics of the 2<sup>nd</sup> quarter budget report and membership were postponed until next month, to be sent by email to board.

Fundraising Report:

Jinryu shared ideas she worked on and prepared regarding her two areas of advocacy in the Strategic Plan,

1<sup>st</sup> goal - *Deepen Member Engagement*, creating a culture of gratitude

3<sup>rd</sup> goal - *Build Sangha Resources*, increasing membership revenue and grow fundraising revenue

Due to the length of this material, Jinryu will email it to everyone to review.

**OLD BUSINESS:** there were no items scheduled or discussed.

### **NEW BUSINESS:**

1. Review Proposal for Communicating Strategic Plan:

Jinryu presented the ideas she and Frankie worked on for how to roll out communication regarding the strategic plan. Jeff provided additional input shared with him from Frankie.

Discussion followed regarding how best to communicate the Strategic Plan to the sangha.

The plan is to present the Strategic Plan to the Sangha several ways over the months. It would begin the week of July 29 with:

Posting the Strategic Plan to the Website

Article about the Strategic Plan in the Newsletter by Jeff or Domyo

Posting the Strategic Plan to Facebook

Announcements on Sunday and Tuesday regarding the plan

The Strategic Plan will be the topic of discussion at the Teacher Advisory Council on July 31

In addition, over the next eight weeks, the Newsletter would contain a short article by different advocates outlining the area they are heading up. It was decided that the member meeting in November would be an opportunity to check in with the sangha to see where everyone is with the Strategic Plan.

Discussion followed about how to approach the TAC and make this an in-person opportunity to discuss the plan. It was decided that:

The purpose of the meeting is to review the Strategic Plan, which is rooted in the BWZ mission and values statement;

- There will be handouts with an abbreviated version as well as full version of the plan. Domyo will prepare an abbreviated version.
- Jeff will refer to the brief version of the plan to chair the discussion.
- Advocates will share a summary of their plans for the strategic goals they are working on.
- Once the plan is presented, we want to sincerely welcome responses to the plan. The goal is to elicit and address honest responses and concerns and be open to everyone's involvement.
- If there are concerns, invite those to be shared.

Jeff will draft a summary of key points about the approach to the meeting in the coming week to clarify our communication plan at the meeting. Jeff will email this to Board members for review.

The Board adopted two changes to the Strategic Plan. The first is to add a fundraiser to the plan, which somehow was not included. The second change was to replace the word "champion" that is used as a title for the lead person of an item on the plan with the word "advocate."

2. The final topic on the agenda was whether BWZ events may include alcohol. One person has expressed their concern about this, expressing that BWZ should have a policy that does not allow alcohol at any events to support those in recovery and in keeping with the vow against intoxication. Domyo responded to this person saying all events at the Zen center itself are always (and will continue to be) alcohol free, but a couple of off-site events a year allow alcohol to make the event more welcoming to friends and family members. After discussion, the Board decided that some off-site BWZ events may continue to include alcohol.

The meeting adjourned at 8:30 pm

Respectfully submitted,

Joan Maurer, Secretary to the Board of Directors, Bright Way Zen