

BRIGHT WAY ZEN BOARD MEETING – Meeting Minutes, October 21, 2020

The meeting was called to order via zoom at 6:30 pm

PRESENT AT MEETING: Domyo Burk, Executive Director; Jeff Young, Chair of the Board; Janna Jinryu Allgood, Vice Chair; Jim Lewinson; Zack Bartel, Treasurer; Joan Maurer, Secretary and Bob Kempter.

ZAZEN AND COUNCIL PROCESS: Members observed five minutes of zazen and a held a brief council process.

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

MEETING MINUTES

Jeff reported that the minutes from the 9/9/2020 meeting had been approved by everyone.

REPORTS

Budget

No formal budget was reviewed but Domyo confirmed that Bright Way is on track financially.

Membership

There are currently 74 members. Of that, there are 12 donor-only members. Of the 62 participating members, 6 are off-line members (meaning they attended when we met in-person but have not been attending via Zoom.)

Donations

The average monthly donation amount overall is \$48.60. This breaks down to an average of \$54 for participating members and \$25 for donor-only members.

Attendance

Bob will check in with Shoketsu regarding tracking the number of participants on Sundays and Tuesdays to create a record of this information.

OLD BUSINESS:

Ending Lease for Facility

Domyo contacted the landlord regarding ending our lease. They responded with a counter offer to reduce the rent at the current rate to a quarterly payment rather than a monthly payment – essentially reducing the rent to \$500 per month. The Board voted to accept this offer. The last full rent payment was made in October and the next payment will be due in January. Domyo will confirm this with the landlord and also ask them about turning on the heaters in the building as they pay the utilities. At this point, the heat has been turned off. Since the weather will be getting colder, Bob will stop by to adjust the heat settings and possibly turn on the electric heaters in the bathrooms.

NEW BUSINESS:

Member Meeting on November 15th

This will take place on Sunday in place of the Dharma talk, which occurs at 11:15. The agenda will include the following topics, presented by Board members:

Building Lease – Jeff

Fundraising – Domyo

Financial Information – Zack

Membership – Bob

Strategic Plan – Jinryu

Service Opportunities – Joan

Board Vacancies

There are three positions on the Board that will be opening up in the next 6 months, to include Board Chair. Jim will write up a notice to be included in the Newsletter, making people aware of this and noting this as an option for service. These vacancies will also be included in the list of service opportunities at the Member meeting. At the same time, Domyo, Zack and Jinryu will review the list of members for possible recruitment to serve on the Board.

Amending Bylaws

The Board agreed to amend the Bylaws to include up to two Board members that have not taken Jukai. Currently, the requirements to serve on the Board are that a person is a member and also has taken Jukai. Zack will look into the process for amending the Bylaws.

Strategic Planning

Further strategic planning will be undertaken at the conclusion of spring fundraising.

The meeting was adjourned at 8:20.

Respectfully submitted,

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