

# Santa Cruz Zen Center



## Board of Trustees Meeting Minutes

Tuesday, October 20, 2020

6:45 pm - 8:30 pm

<https://zoom.us/j/2951668406>

Zoom meeting ID 295 166 8406, password 753

### Members

Name	Role	Name	Role
Anais Schenk	President	Will Peck	Member-at-large
Mari Tustin	Vice-President	Neti Parekh	Member-at-large
Ken Collins	Secretary	Rene Netter	Member-at-large
Yaro Jane Army	Treasurer	Gilbert Ramirez	Member-at-large
Sara McLellan	Member-at-large	Eugene Bush	Practice Leader
Rachel Grad	Member-at-large	Patrick Teverbaugh	Practice Leader

*Open with Zazen (5 minutes)*

### Updates

#### 1) Community Comments

*Anita Elliot joined the meeting to introduce herself (having been recently on ballot to become a Board Member in 2021), and to observe part of the proceedings.*

#### 2) Subcommittee Reports:

##### **Membership:**

*2 new members added.*

##### **Property Management:**

**See Regular Agenda 4 below**

##### **Nomination:**

**See Regular Agenda 3 below**

Executive:

## Board of Trustees Meeting Agenda (cont)

### **Finance:**

#### **SC County Credit Union:**

Checking: \$14,617.60  
Savings: 10,948.97  
Remodel: 2,955.34  
\$28,521.91

#### **RBC Investment Account:**

\$583,458.72  
(Up from \$566.3K last month)

### **See also Regular Agenda 2 below**

### **Practice Leadership:**

- 1) 18 people presently in Fall Practice Period (PP). 20 people who have signed up for class during PP, with 12-14 people for the recent 2-Day Sesshin.
- 2) Been receiving input that people are longing for the zendo. One aspect mentioned is hearing more voices during chanting with Gene and Rachel working on this project.
- 3) In development right now are Calendar 2021, and Program Survey to receive feedback from the Sangha in hope of planning for the Calendar in 2021.
- 4) Consideration by Gene of a hybrid version of having a sitting at the Zen Center with Zoom capability on November 14, 2020 even if required to sit outside. Patrick is also making a similar request during the upcoming Rohatsu to have Noon sittings in a hybrid version.

### **Regular Agenda**

1. Approve September meeting minutes. Attachment 1 (All)

#### **Approved**

2. Receive draft 2021 budget from treasurer and discuss any potential revisions. (Yaro)

### **Rough 2021 Budget Draft:**

*Due to COVID 2021 is uncertain, but we guessed that the 2nd half of the year might be more like a "normal" year, while the 1st half could be more*

## **Board of Trustees Meeting Agenda (cont)**

*like this COVID year. Finally, reopening may entail many additional expenses but could be offset by some increase in sesshin and class income.*

*The good news is that even during this challenging time we're showing a "net revenue", meaning Yaro has built in enough of a cushion that even if our income is \$8000 lower than expected (or expenses higher) we will still be within budget.*

### **Considerations on the income side:**

- *We will be renting 113 after many months without rental income*
  - *119A and 119B will have yearly increase 1-2% - to be determined*
  - *Unsolicited donations increased in 2020*
  - *Currently close to budget on membership, more will come in next 2 months but perhaps economic fall-out will affect donations more drastically in 2021?*
  - *Sesshin income understandably low but will likely earn more from rohatsu*
  - *Thich Nhat Hanh group rental big unknown, maybe last half to third of year?*

### **Considerations on expense side:**

- *Global sangha may return second half of year*
- *Liz will continue to do majority of gardening, bigger jobs/skilled gardening paid, vs sangha labor on sangha days*
- *Increased Guest teacher budget \$150 x 26 weeks? Add more for Cathy?*
- *Request for major R&M work at 119A after Neti moves (Neti commented that June would be the earliest expected departure, expressing uncertainty as to exactly when due to COVID) & needed repairs at 119B*
- *Cost of utilities were all raised a bit to reflect actual costs, and may need to increase due to past frugal use.*

*Anais stated that the contracts for the Practice leaders would be carried over into 2021 and when budget is revisited when things begin to normalize and reopen.*

### **Approved (2021 Budget Draft)**

## Board of Trustees Meeting Agenda (cont)

3. Receive ballot results from the election, discuss approaches for electing officers and the number of board members, as well as approve final Board members for 2021. (Anais)

### **Results from election:**

- 67% of SCZC members voted. (We currently have 52 members.)
- 86% of the responses voted for all 4 candidates
- 97% of the responses voted for Mari, Yaro, and Sandra.

Board agreed to establish 11 Board members at this time considering Anais stepping down as President and Neti leaving sometime next year which would then fall to 10 members. (According to the Bylaws 11 is the maximum and 6 the minimum).

### **Approved**

**Proposal for Board Officers in 2021:** Mari as President; Sara as Vice President; Yaro as Treasurer, and Ken as Secretary.

- Anais Shenk to be removed from the SCCCU account for the Santa Cruz Zen Center and Mari Tustin is being added to the SCCCU for the Santa Cruz Zen Center."

### **Approved**

4. Discuss annual rent increases of 2% for 2021. (Mari)

### **Approved for 2% rental increase in 119 & 119B**

5. Discuss potentially reopening SCZC. See attachment 2 as some thoughts for discussion. (All)

*Multiple scenarios and concerns were discussed in relation to COVID-19 that concluded with an initial **Proposal** by Patrick to have Noon zazen outside on Mondays, Wednesdays, and Fridays (Due to CDC Guidelines there would be no chanting or singing as stated with recommendations). Request is to have members bring their own cushions. Masks would be made available as necessary who come without. Would allow one bathroom to have open during this time requiring those who use the bathroom to clean after use within recommended protocols.*

*Notes taken by Ken Collins (Board Secretary)*