

Santa Cruz Zen Center



Board of Trustees Meeting Minutes

Tuesday, October 22, 2019

6:35 pm - 8:30 pm

Members

Name	Role	Name	Role
Anais Schenk	President	Will Peck	Member-at-large
Mari Tustin (Planned Absence)	Vice-President	Neti Parekh	Member-at-large
Ken Collins	Secretary	Rene Netter (Planned Absence)	Member-at-large
Yaro Jane Arny	Treasurer	Eugene Bush	Practice Leader
Sara McLellan	Member-at-large	Patrick Teverbaugh	Practice Leader
Rachel Grad	Member-at-large	Kokyo Henkel	Practice Leader

Open with Zazen (5 minutes)

Updates

1) Community Comments

Shoho Kuebast shared and reminisced on her time living here in 113. She also shared her challenges of sharing space with the community, offering future considerations dependent on what the Board and Sangha community eventually choose in utilizing the space.

2) Subcommittee Reports:

Membership:

No Report

Property Management:

Smoke alarms were inspected and replaced as needed; Looking into a small gate at the entrance between the house at 113 and the zendo to deter trespassers at night.

Nomination:

(See below in Regular Agenda No. 3)

Board of Trustees Meeting Agenda (cont)

Executive:

Executive Committee did meet with Practice Leaders regarding teacher contracts and stipends (See below in Regular Agenda No. 4).

Finance:

RBC:

\$570,850.25

SC Credit Union:

Savings: \$11,649.03

Checking: \$23, 619.10

Remodel: \$476.11

Practice Leadership:

(Refer below to Regular Agenda No. 4)

Regular Agenda

1. Approve September minutes. Attachment 1 (All)

Approved

2. Scheduling of meetings:
 - a. Approve new All Sangha meeting date of November 16th; and
 - b. Confirm availability of quorum for November 26th meeting.

Approved (The date for the quorum to meet was changed to November 19th).

3. Approve new Board of Trustee members at large and Board Secretary. Of the eligible voting members at SCZC approximately 65% actually voted. This is a lower turnout than last year but is about comparable with years past. All candidates received high numbers of "yes" votes. The Board of Trustees has discussed the possibility of adding one seat to the Board and approving all four members to serve on the Board in 2020. If this is not the desire of the Board, the top three candidates will be provided for approval. Otherwise the Board is asked to approve all four candidates. (Anais)

Approved

(This approval includes the Board of Trustees vote to add a Board member seat starting in 2020).

4. Discussion regarding changes in teaching model and proposal for community use regarding 113 School Street property. As has been

Board of Trustees Meeting Agenda (cont)

discussed, there will be two Practice Leaders after April 2020. In September the Board heard a proposal to retain the flat leadership model for the first part of the year, particularly while Kokyo is still at SCZC, and then check in with the community in the summer. An additional request has been made that the Board consider allowing the 113 property to remain vacant for community use during 2020 as an experiment for expanding SCZC community offerings. Under this proposal, the bedrooms would be used for guest teachers and/or visiting students while the community space downstairs would be available for expanded hours of use. This would have income implications for the budget which has been acknowledged by the teachers. In order to offset the loss, Patrick has offered to forego his stipend or accept a reduced stipend. Budget scenarios will be discussed as part of item 5. (Patrick, Gene, and Anais)

Much was discussed regarding the possible expansion of community offerings and the future use of space at 113, as well as the challenges and considerations involved in implementing them. The goal of course being ways to best serve the needs of the Sangha that are viable and useful. It was decided at the end of the conversation to continue the ongoing discussion. There will be minimal or no use of the 113 kitchen and bathroom during the remodeling period (approx. 4 months) after Kokyo and Shoho leave in March 2020. It is also the Board members wish to open this conversation to the wider Sangha members during the Annual All-Day Sangha meeting on November 16, 2019. Of course, any ongoing suggestions, concerns, and opinions are welcome to be expressed to any of the Board members and Practice Leaders as they are available to listen.

5. Discuss 2020 budget. Note, the budget will be discussed this month with approval deferred until the November meeting. Below the major changes to the budget are highlighted. (Yaro)

Highlights: Expenses

- a. Kokyo will remain for the first three months of the year: the budget includes the assumption that we will continue to pay him the same stipend for that time period.
- b. We have also approved contracts with two administrative workers. The budget includes \$9,600 for these workers which is based off the contract assumption of a total of 40 hours per month at \$20 per hour for the administrators.
- c. It has been proposed that we increase the rate of pay for guest teachers from \$125 to \$150 per talk which is more in line with standard rates at other zen centers. It has also been proposed that we start paying SCZC teachers who do not receive stipends when they come to SCZC to give a talk. Assuming two talks per month this would mean a budget of \$3,600 for guest speakers.

Board of Trustees Meeting Agenda (cont)

- d. There is also a \$3,000 line item for sesshins and classes taught by non-stipended teachers.

Highlights for Income

- e. Due to the large remodel we anticipate that the primary residence (113 School St) will be vacant for approximately 4 months.
- f. We have seen lower income on sesshins and classes in 2018 and 2019 so the assumption regarding amount of income has been adjusted downward.
- g. Depending on the discussion in item 4 above there may be a loss of income from rentals for 2020. This may be partially offset by reduced stipends.