

Santa Cruz Zen Center



Board of Trustees Meeting

Tuesday, January 19, 2021

6:45 pm - 8:30 pm

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

Zoom meeting ID 295 166 8406, password 753

Members

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

Open with Zazen (5 minutes)

Updates

- 1) Community Comments
- 2) **Subcommittee Reports:**

Membership:

10 new members were added in 2020. (See also Agenda 3 below.)

Property Management:

1. Critters in walls/attic of 113 School street – Mari called Human Wildlife Control. They inspected the house and found two entries where the critters have been entering. They will install one-way traps: since the critters usually come outside in the evening, once they do so, they will not be able to get back in. Estimated cost \$1080 which includes trimming the trees that lead to the entry and closing up the entry points after there has been quiet for many days. This would be an operations expense.

APPROVED

Board of Trustees Meeting Agenda (cont)

2. Window coverings in 119 A are broken. Installing room darkening shades as was installed in 113 since all these windows are on the south/sunny side where street lights also exist. Would have needed to install these upon turnover of the house anyway. Also putting two in 119B as they are needed there also. Cost: \$2825.02. This would be a reserve expense.

APPROVED

Nomination:

Executive:

Finance:

SC County Credit Union:

Checking: \$23,344.22
Savings: 11,945.73
Remodel: 2,955.34
\$38,245.29

RBC Investment Account: \$632,211.51

We liquidated and moved \$43,000 from RBC Investment Account in 2020 for remodel expense. Nonetheless, the value of RBC assets increased by \$37,575.00 in 2020. Received \$4,483 from the Annual Appeal (\$5000 budgeted); \$4660 in Donations (\$2500 budgeted); and \$22,571 from Membership (\$20,000 budgeted). We received a surplus of \$12,715 than was estimated for the 2020 budget. RBC Investment Account saw an increase of approximately \$37,000 in 2020 compared to 2019 (approx. 6% growth).

Practice Leadership:

Regular Agenda

1. Approve November meeting minutes and All Sangha meeting minutes. Attachment 1a and 1b. (All)

Both November & All-Sangha meeting minutes were APPROVED

2. Review and approve administrative contracts for Yaro Jane Army as Office Manager and Rachel Grad as Digital Communications Coordinator. (All)
 - a. Requesting Board to approve annual increases in the contract compensation that is tied to CPI (there are several for the area, depending on categories, but for 2020 is between .5% and 1.5% -

Board of Trustees Meeting Agenda (cont)

actually very confusing for this year). Recommend annual compensation increases to follow CPI, but no less than 2% and no more than 5% and 2% for 2021 over 2020. Both received appreciation and commendation from Practice Leaders.

- a. Term of contract is calendar year 2021 retroactive to January 1, 2021. Rachel has recommended minor changes to her contract to reflect the reality of the past year (first year) in this role.
- b. Requesting authorization of additional hours of up to 2 hours per month for each of Yaro and Rachel for technical and administrative assistance to the President.

All the above in the 2nd Agenda were APPROVED with an annual compensation increase set for 2% for both Yaro Jane Arny as Office Manager and Rachel Grad as Digital Communications Coordinator set for calendar year 2021 retroactive to January 1, 2021.

3. A member of the Board has requested the Board consider producing a directory for Sangha members. Discussion as to past history, privacy, opting in/out.

Gene offered to lead by first making a request in the upcoming newsletter to the larger Sangha for volunteers and coordinating a committee to help address the overall concerns of privacy with the eventual goal of establishing an updated membership directory.

APPROVED

4. Practice Leader Gene Bush would like the Board to review and consider this proposal:

"Judy Pruzinsky, long-time SCZC practitioner and contributing member, would like us to consider that she be able to offer her qi gong classes as a donation, and that donations for her on-line qigong classes could go directly to SCZC. This could be advertised as a sponsored event on our website, and payment could go through our Paypal [she is not wanting any percentage of the donations.] Her website is www.JudyPruzinsky.com if Board members would like to check out her offerings in advance of the meeting."

NOT APPROVED at this time.

Various concerns were raised around sponsorship in general and were not personally reflective of the request from Judy Pruzinsky generous offering of qigong and to donate her proceeds to SCZC. Concern was

Board of Trustees Meeting Agenda (cont)

more centered around setting a precedent in how we relate to outside sponsorship of activities (method of choosing, conflict of interest, responsibility, etc.). Gene suggested in adding this issue to the yet formed membership directory committee (See Agenda 3 above). One consideration was to have sponsors be added to the back of the membership booklet or some form thereof.

5. Practice Leaders also wish to discuss the budget for installation of equipment to possibly begin hybrid sittings in the zendo. The concept was previously approved by the Board.

APPROVED

With the possible likelihood of meeting in late Spring in the zendo in a hybrid form (combined Zoom and social-distanced practitioners), the Board revisited and approved the purchasing and installation of the equipment. Rachel has already previously established an extension that reaches far enough to power the necessary equipment. Proposal and cost with Board approval is required before implementing. Gene, Rachel, and Renee will work together to establish the proposal, as well as assist in the eventual setup upon Board approval.

Notes taken by Ken Collins (Board Secretary)