

Santa Cruz Zen Center



Board of Trustees Meeting

Tuesday, July 20, 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	Rene Netter (Absent)	Member-at-large
Sara McLellan	Vice-President	Gilbert Ramirez	Member-at-large
Ken Collins	Secretary	Anita Elliot (Absent)	Member-at-large
Yaro Jane Arny	Treasurer	Sandra McCann	Member-at-large
Rachel Grad	Member-at-large	Eugene Bush	Practice Leader
Will Peck (Absent)	Member-at-large	Patrick Teverbaugh	Practice Leader

Open with Zazen (5 minutes)

Updates

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

Membership:

See Regular Agenda 4 Below

Property Management:

- Remodeling of 119 has been completed as of this date. 119 was fully cleaned, painted, and installed with new carpet. New stove and two new toilets were purchased with one that replaced the one in 119A. Also included was replacement of dryer vent tubing that runs under and through the house that was built with firmer construction to ensure efficiency. The washer's rubber tubing that supplies the water is to be replaced by metal ones to decrease the possibility of cracking and leaking. The cost for all

Board of Trustees Meeting Agenda (cont)

remodeling and repairs will come close to what was budgeted at around \$10,000.

Nomination:

See Regular Agenda 3 Below

Executive:

Finance:

SC County Credit Union:

\$41,187.11

RBC Investment Account:

\$666,509.72

- *Yaro (Treasurer and Administration Assistant) expressed wanting to step down in her role as Administrative Assistant. She is presently serving a three-year term as Treasurer. She also has other increased outside Zen Center work-related roles that limit her time to meet the role of Administrative Assistant. An Administrative Assistant is a paid position viewed as a contract worker, requiring 20 hours per month which are flexible (some months will be busier than other months). The job position is to be posted on the website. Yaro stated her willingness to help with the transition and training who want to join the position*

Practice Leadership:

See Regular Agenda 5 Below

Regular Agenda

1. Approve June 2021 meeting minutes:

Approved

2. Continuation of discussion re: Safety and "active shooter" protocol:

- *Board continued an ongoing discussion in establishing an active-shooter protocol. Mari to seek law enforcement agency(s) that could offer assistance in helping the Board develop guidelines, as well as safety tips should an active-shooter incident arise.*

Board of Trustees Meeting Agenda (cont)

3. Nominations for November 2021 elections – Nominating Committee will report on nominations to date. Note that there are three regular positions to fill for 3 years and one remaining term to fill until its regular termination in November 2024. Sara McLellan, Will Peck and Mari Tustin recommend the following as to the remaining Neti term – that the Board appoint Will Peck to fill that remaining term which will keep the rotation in order. The Board can make such an appointment at this Board meeting:

- *The board **Approved** that Will will serve out the rest of Neti's term which is to expire in 2022. Three seats on the board will become available this coming election in November of this year with Sara and Renee deciding to participate in reelection. There is one opening available for another person who wishes to become elected to join the board. Two announcements have been made in the newsletter so far this year.*

4. Membership Pledge Drive – discussion of process:

- *Annual membership pledge drive requests to be sent by email soon.*

5. Practice Committee discussion/actions: Continued discussion regarding opening the zendo, including establishing the policy for mask wearing and vaccinations:

- *The Practice Committee decided to restart the morning program starting July 26, 2021, as well as shift the start time from 5:45am to 6am. Sitting would go to 6:40am followed by service. Saturdays would begin at 8:30am. Sundays will be by Zoom only. We will still be following protocols based on CDC and Santa Cruz County recommendations of continued use of facemasks, distancing, with one person chanting (Doan). Zoom participation will continue. Following CDC guidelines regarding ventilation, we are keeping the doors and windows open with fans going. Masks will be made available. Patrick discussed the task of wanting to transfer and make available Katherine Thanas' dharma talks onto the website.*

Notes taken by Ken Collins (Board Secretary)

Board of Trustees Meeting Agenda (cont)