

Zen Center of Los Angeles, Inc.

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

March 23, 2014

The Board of Directors of Zen Center of Los Angeles, Inc., a California nonprofit corporation, held a regular meeting at 1:30 p.m. on Sunday, March 23, 2014 at 923 South Normandie Ave., Los Angeles, California.

The following directors were present: Patricia Muso Giggans (President), Darla Myoho Fjeld, Cliff Shishin Collins, Deborah Faith-Mind Thoresen,, DeWayne Gojitsu Snodgrass, and Thomas Dharma-Joy Reichert (CFO).

Absent were: Roshi Wendy Egyoku Nakao, Betsy Enduring-Vow Brown (Secretary), John Plum-Hermit Swanger, and Robert Swan.

Darla Myoho Fjeld served as recording secretary.

ZCLA Mission Statement

To know the Self, maintain the precepts and serve others. We provide the teaching, training, and transmission of Zen Buddhism.

Board Mission and Vision Statement

In the Resource Sphere of All-Enriching Wisdom, the Board of Directors oversees all legal and fiduciary matters. We actively support the Mandala, Mission and Vision, Core Values and Core Practices of the Zen Center of Los Angeles / Great Dragon Mountain - Buddha Essence Temple. We maintain a place for practice, rooted in our Bodhisattva Lineage, and nurture the widest possible view.

1. Welcome, Zazen, Check In Round and Teaching

Muso called the meeting to order and welcomed everyone.

Everyone sat zazen and then did a check-in round.

Muso read a teaching about Dana Paramita.

2. Review of Agenda

The Board reviewed and approved the agenda. (Attached).

3. Approval of Minutes

The Board approved the minutes from the January 2014 meeting.

4. Review of Action Items

1. **The action** Dharma-Joy – Make revisions to a ZCLA loan protocol or organizational precept. Submit recommendation to Board at a future meeting. – on-going.
2. Faith-Mind (with others) – Develop plan for Buddha Hall & Dharma Hall street side yards and driveway areas – she received a bid – on-going.
3. Enduring-Vow – Compile Zen Center policies for the Board. [absent]
4. Dharma-Joy – Develop 3 year budget projection.

5. Financial Report

Dharma-Joy led a discussion regarding final 2013 Financial Report and the supporting financial documents, which had been sent to the Board prior to the meeting. (Attached).

Dharma-Joy began by quoting Charles Dickens: “It was the best of times; it was the worst of Times.”

The Board engaged in a lively discussion about the “Burn Rate” section of the Financial Report.

6. Development Circle Report

Muso and Myoho led a discussion regarding the Development Circle. A comparison report was sent to the Board ahead of the meeting, comparing Annual Fund incomes from the 2012 campaign and the 2013 campaign. (attached)

7. Temple Co-Director Report

Faith-Mind and Myoho provided a report from the Temple Co-Directors. A Temple Co-Directors’ Report was sent to the Board prior to the meeting. (Attached).

Faith-Mind put forth a recommendation that Robert Diaz, our maintenance and facilities person, be given a credit card. After discussion, a motion was made, seconded, and unanimously passed as follows:

Resolved: “To authorize Robert Diaz to be issued a credit card under ZCLA’s account with Union Bank and for Thomas Reichert to take such further actions or complete such steps as may be needed to effectuate this decision.”

Faith-Mind reported on further issues relating to Robert’s tenure and upcoming review. The Board engaged in discussion regarding Faith-Mind’s recommendations and decided to table this matter until the next Board meeting.

8. President’s Observations and Council

Following up on the Board’s recent daylong retreat, Muso offered observations and questions regarding Zen Center revenue, expenses, sustainability and how to address these matters.

The Board held Council on topics related to the Board’s visioning for the future and ZCLA sustainability, and then continued with an engaged discussion on the same topic.

9. Closing

Check-out Round

Chant the Four Vows.

The meeting adjourned at 4:45 p.m.

Respectfully submitted by Darla Myoho Fjeld, Acting Recording Secretary.

Attachments to the minutes, which were distributed to the Board:

1) Agenda. 2) Financial Report. 3) P &L. 4) Balance Sheet. 5) Cash Statement. 6) Development Comparison Report. 7) Temple Co-Director’s Report.

2014 Board Meeting dates:

Saturday, January 25, All Day Retreat, 8:00 – 5:00

Sunday, January 26, Lunch with Residents

Sunday, March 23, 1:30 – 4:30

Saturday, May 10, 9:00-5:00

Sunday, May 18, 1:30 – 4:30

Sunday, July 13, 1:30 – 4:30

Sunday, September 21, 1:30 – 4:30

Sunday, November 16, 1:30 – 4:30

Approved

Date: _____, 2013

Patricia Muso Giggans (President)

Date: _____, 2013

Thomas Dharma-Joy Reichert (CFO)

Date: _____, 2013

Betsy Enduring-Vow Brown (Secretary)

March 2013 – ACTION ITEMS

General Procedures

Current Board reports and signed minutes from the previous meeting will be given to Mary Rios/Business Manager as soon after the meeting as possible.

Myoho/EC Steward will report Board decisions and other necessary information to Mary/Business Manager as soon after the meeting as possible.

Notification of decisions and information will be given to those effected (i.e. Residents, Teachers, Circles, Staff, etc.) prior to posting Board minutes.

Recording Secretary will forward the approved minutes to the Program Steward for posting on the Board section of ZCLA website.

Decisions and votes of the Board will be stated and recorded as resolutions and will be maintained in an annual list by the Recording Secretary.

Action Items:

1. Dharma-Joy – Make revisions to a ZCLA loan protocol or organizational precept. Submit recommendation to Board at a future meeting.
2. Faith-Mind (with others) – Develop plan for Buddha Hall & Dharma Hall street side yards and driveway areas.
3. Enduring-Vow – Compile Zen Center policies for the Board.
4. Dharma-Joy – Develop 3 year budget projection.

Someday Items:

1. Dharma-Joy – Recommendations regarding financial support for Abbots in retirement