

Zen Center of Los Angeles, Inc.

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

May 17, 2015

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, May 17, 2015 at 923 South Normandie Ave., Los Angeles, California.

The following directors were present: Darla Myoho Fjeld, Patricia Muso Giggans (President), Wendy Egyoku Nakao (Abbot), Thomas Dharma-Joy Reichert (CFO), Deborah Faith-Mind Thoresen, Robert Swan and Betsy Enduring-Vow Brown (Secretary). John Plum-Hermit Swanger was absent.

Tina Jitsujo Gauthier witnessed the meeting and Lorraine Gessho Kumpf witnessed and presented the revised Ethics Policies.

Enduring-Vow 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. The Board sat zazen and did a check-in round.

2. Teaching

Dharma-Joy offered a teaching from Maezumi Roshi - Appreciate Your Life.

3. Review of Agenda

The Board reviewed and approved the agenda, moving Council to end of meeting.

Action Items:

1. ZCLA Mission Committee. Dharma-Joy & Roshi to draft revisions. Remove and revisit after February all day board meeting. – This will be discussed at CAAW2 meeting.

4. Approval of November minutes and Action Items

The Board approved the January 25, 2015 minutes.

6. Finance Committee

Dharma-Joy presented the 2014 Year-end and 2015 YTD financial reports. Zen Center ended 2014 with an adjusted deficit of \$35,113, resulting from higher capital expenditures. Operational budgets were on the mark in 2014 with revenues at 102% of budget and expenses coming in at 99.2% of budget.

Zen Center has a balanced budget for 2015. Revenues are currently 101% of budget and expenses 86%. We have a \$26,600 surplus at the current time, due to the seasonality in revenues and expenses. There has been one significant unbudgeted capital expense required to date of \$15,500 to repair the Pine House foundation. This expense has been offset by the unbudgeted bequest from Joan George's estate. The Board agreed that this bequest in the amount of \$13,407.05 would be directed into the General Fund to pay for the Pine House repairs.

Endowment:

Bob shifted \$10,000 to the Calvert fund and \$30,000 to the Treasury fund from cash. The Funds performing well.

7. Committee Reports

Temple Co-Director's report:

The Temple Co-Directors indicated that they are shifting and adding new members and energies to the Development, Strategic Planning Circles and Web Circles. Roshi asked the group to revisit the 50th Anniversary planning, both in terms of timing and in purpose for the gathering.

Abbot's Reflection :

Roshi reported that she is gearing up for the June CAAW group meeting. She encouraged the Board to become familiar with holacracy. She noted the similarities in holacracy to the form of circular governance structures that continue to evolve at Zen Center. She is looking deeply at the center and what's emerged and how it will continue to grow.

8. Ethics Policies

Gessho presented the revisions to the Statement of Right Conduct, Teachers Ethics and the Grievance Procedures documents that have been extensively reworked by Roshi and the HEAR Circle members.

The Board reviewed the documents as a group, made comments/revisions and agreed that they were ready to be presented to the Sangha on May 31 for feedback.

9. Maezumi Roshi's tape archives – Tabled for next meeting.

10. Board issues – Tabled for next meeting.

Recruitment

Terms for Officers/Succession Planning

11. Old Business – The Board formally accepted Cliff Shishin Collin's resignation from the Board.

12. Checkout/Four vows

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

- 1) Agenda
- 2) 2014 Final Financial Statement
- 3) 2014 Balance Sheet
- 4) 2014 Profit & Loss
- 5) 2014 Statement of Cash Flows
- 6) May 2015 Financial Statement
- 7) May 2015 Balance Sheet
- 8) May 2015 Profit & Loss
- 9) May 2015 Statement of Cash Flows
- 10) Endowment Report
- 11) Temple Co-Director's Report
- 12) Abbot's Report
- 13) Proposed Revisions – Statement of Right Conduct
- 14) Proposed Revisions – Teachers Ethics
- 15) Proposed Revisions – Grievance Procedure

2015 Board Meeting dates:

Sunday Jan. 25 – Lunch for residents, followed by Board meeting 1:30-4:30 p.m.

Saturday Feb. 28 – All-day Meeting/Retreat

Sunday March 15 – 1:30-4:30 p.m.

Sunday May 17 – 1:30-4:30 p.m.

Sunday July 12 – 1:30-4:30 p.m.

Sunday Sept. 20 – 1:30-4:30 p.m.

Sunday Nov. 8 – 1:30-4:30 p.m.

Terms of Directors

(3 year terms):

Roshi Wendy Egyoku Nakao as Abbot is an ex officio director and is not included in election.

Until December 31, 2015

Betsy Enduring-Vow Brown
Thomas Dharma-Joy Reichert
Deborah Faith-Mind Thoresen

Until December 31, 2016

John Plum-Hermit Swanger

Until December 31, 2017

Darla Myoho Fjeld
Patricia Muso Giggans
Bob Swan

May 2015 Minutes

Approved

Date: _____, 2015 _____

Patricia Muso Giggans (President)

Date: _____, 2015 _____

Thomas Dharma-Joy Reichert (CFO)

Date: _____, 2015 _____

Betsy Enduring-Vow Brown (Secretary)

May 17, 2015 – 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.

Faith-Mind & Myoho/Temple Co-Directors 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. ZCLA Mission Committee. Dharma-Joy & Roshi to draft revisions. – This will be discussed at CAAW2 meeting.