

Executive Circle Meeting Notes, April 6, 2011

Members Present: Ando (Facilitator), Myoho (Steward and note-taker), Faith-Mind, Earth-Mirror, Pine-Ocean

Observing/Consulting: Mary Rios (business manager)

[Before the meeting EC members had a photo taken by Burt for the *Water Wheel*]

1. Approval of March 16, 2011 meeting minutes

2. Board Report given by Myoho

3. Security/Hours proposal. Myoho has stewarded the process of this proposal. It was discussed at two CAAW meetings before Roshi went on sabbatical. It has been sent to the entire membership twice; has been presented at two resident's council meetings and to the Board for feedback. Myoho made a request to Mary, Plum-Hermit and Dharma-Joy to discuss the proposal at the Day Group meeting to come up with a key check-out/check-in plan. Feedback has been incorporated into the proposal. Faith-Mind and Plum-Hermit await a final policy to make appropriate signs with our hours for the gate of the Zen Center.

Next steps: awaiting bookstore hours to be determined to incorporate into the policy. Send the latest draft to the Teachers and Mandala Circles for feedback.

4. More discussion of Dana Policy. We are working with an Ingredients-toward-a-Dana-Policy document. At the request of the Board, Myoho has been stewarding the process toward the creation of a Dana Policy for the Zen Center. The EC has offered some initial ingredients for this policy. Myoho presented the list of ingredients to the Board and requested feedback. Next Steps: Myoho will send the document to the Teacher's Circle and Mandala Circle for feedback.

5. Bike Rack: We looked at pictures of bike racks. Approved funding for the purchase of a bike rack to be placed behind the bench near the workshop. This site was selected by Plum-Hermit and Faith-Mind as our facilities stewards. The bike rack is for the use of visitors who ride their bikes to the Center.

6. Faith-Mind reported that she and Plum-Hermit are clearing out the Children's Room under the Sangha House. The toys will be donated. The use of the room is to be determined.

7. The work of the Chiden Room in the Buddha Hall is delayed until May 21, 2011.

8. Water Wheel article prep. Everyone agreed to send ideas/input to Ando. Myoho offered to use past write-ups that she had to put a draft together.

9. Mary reported that she would be in the office during the last week of April even though the Center is closed to ensure that emergencies are covered.

10. Staff Transition Report. Mary and Myoho reported that they had done an assessment with the staff on the staff transition. All involved reported that we are on course to make a smooth transition by the end of June.

11. Earth-Mirror reported that he would have to miss the May 4 and 18 meetings due to work commitments.

The next meeting will be held on April 20, 2011.