

Executive Circle Notes, June 1, 2011

Members in attendance: Myoho (Steward, Facilitator & Note-taker), Faith-Mind, Pine-Ocean

Consultant: Mary Rios (Business Manager & Staff Oversight)

1. Approval of May 18, 2011 notes.
2. Board Report by Myoho
3. Dana Policy Report: Myoho will incorporate all the ingredients that she has collected into a draft policy in time for the next Board meeting.
4. Security/Hours Report: Policy is at the implementation phase. Myoho will begin to move forward with the EC's implementation plan.
5. The EC approved a facilities plan to do touch-up painting on the Nilotpala, painting the water-damaged areas and hall of the upstairs Zendo and putting in a new floor in the Dining area of the Sangha House. Total for all this work is \$5,250. Myoho will propose to the Finance Committee of the Board that we move \$8,000 from one Capital line to the Capital line where we need the money for this work. Myoho will also give the Finance Committee heads up on a roofing issue with the Nilotpala and the Pundarika will need touch-up painting before the end of the year.
6. Disaster Preparedness: Pine-Ocean will be the EC liaison for Disaster Preparedness and will set up a meeting with the new Disaster Preparedness Stewards -- Jiho and Mugen. Mary purchased flashlights to place in various places in our buildings to be used during power outages.

Next meeting will be held on Thursday, June 16, 2011