

Executive Circle Meeting Notes, June 16, 2011

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

Consultant: Mary Rios (Business Manager & Staff Oversight)

1. Approved June 1, 2011 notes
2. Dana Policy Discussion about budget line for dana to recommend to the Finance Committee. We looked at the present dana lines: Inter-sangha support, Staff dana, Gift lines. The EC will recommend an "Outside giving" line of \$2,000 to be used solely for the types of situations outlined in the Dana Policy for this line. The understanding is that we often will not give away the full amount in a year and that whatever is left will be rolled over to the next year, always keeping the line at \$2,000 at the beginning of each fiscal year.
3. The EC considered a donation request from the Village Zendo for the occasion of their 25th Anniversary. The EC approved of a \$125 donation. Myoho will run this by Sensei Kodo before Mary sends the check. (We used this as a test case for our emergent dana policy).
4. Staff Transition Report: Mary. Dokai's last day in the office will be June 24, 2011. All is going well with the transition.
5. Facilities Report: Faith-Mind. The Finance Committee approved our request for funds for the Sangha House Floor, Nilotpala painting and Zendo upstairs painting.
6. Disaster Preparedness (DP) Report: Pine-Ocean. Pine-Ocean met with Jiho and Mugen. They took a look at our DP supplies inventory. This inventory is listed in writing in a Task List for Emergency Preparedness that Pine-Ocean passed out to EC members.
7. Buddha Hand Council Report: Ando.
8. Sangha Forum de-brief.

The next EC meeting will be held on Thursday, July 7, 2011.