

## Summary of the TC meeting Sept 18, 2011

In attendance: Sensei's Kodo, Daishin, Ryodo [note-taker], Koan and Shingetsu.

- The question regarding the ability of Day Managers to sit as Head Monitor came to the attention of the TC in an email from Faith Mind. After much discussion the TC decided that, in principle, it is fine for the Day Manager to sit as Head Monitor with one caveat: we ask that candidates for the Day Manager training be reviewed and approved by the Abbot [or Abbot Seat Holder] prior to entering into the training program. The role of Head Monitor requires a level of awareness and maturity in the practice that isn't necessarily required by the role of Day Manager. This will apply to all future candidates and not those presently in service.

Sensei Koan communicated the above to Faith Mind [Ceremonial Co-Steward], Mukei [ Zendo Steward] and Enduring Vow [ Steward of the Day Manager Program].

- Looking ahead to 2012, an exploration into the role of Resident Steward was discussed and what might be helpful in that role. TC would welcome any feedback/suggestions from the residents themselves as to how we continue to explore this important issue.
- Sensei Koan is making progress on bringing up to date the Tenzo resource book. There are about 21 historical ZCLA documents on the subject!
- The Teachers Statement of Ethics has now been to the Mandala Circle, will go once more to Roshi, and then to the ZCLA Board for final review. The TC wishes to thank everyone for their patience and contributions with this process.
- A question regarding the protocol for when to hang up the plaque in the front gaitan for face-to-face interviews: it is hung only when the Abbot or Abbot Seat Holder [Sensei Kodo] are offering interviews.
- A discussion around using chairs in the zendo and how to safely remove them if they are used for only one sitting period. Sensei Koan will be speaking to Mukei on this issue. Meantime, it is preferable that [a] people who are leaving should complete kinhin and then remove their chairs, and [b] if chairs are left in the zendo after kinhin, that the monitors remove them. The safety of the Sangha is of paramount importance.