

**Clouds in Water Zen Center
October Board Meeting**

October 27, 2013

Attending: Carla Breunig, Sosan Theresa Flynn, Carol Iwata, Arlene Kelly, Byakuren Judith Ragir, Nathan Thompson, Sergio Valverde, Rachel Vilsack, Wally Waranka, Elizabeth Wroblewski

Not present: Karin Aguilar-San Juan, Kurt Errickson, Angus MacDonald

Nathan called the meeting to order at 11:10 AM

AGENDA

I. Nathan welcomed the three new Board members.

Carol suggested that some veteran Board members work with a new member as a point of contact for resources, questions, etc. Volunteers are: Carla who will work with Sergio; Carol who will work with Arlene; Rachel who will work with Wally.

Nathan suggested we look at how we could share Board materials, like the Board book, using Google Drive, including what needs to be updated. **(Agenda item for November meeting.)**

Wally discussed how best to share Board materials with him. Electronic files (not scanned documents that appear as images) are preferred.

II. Board Officer Elections

Nominations:

A. Board Chair: Sosan nominated Nathan (Elizabeth seconded). Nathan called for vote. **Motion passed.**

B. Board Vice Chair: Carol expressed interest in continuing her role as Vice Chair, with the succession of Chair next year. Nathan called for vote. **Motion passed.**

Wally shared his interest in serving a Chair or Vice Chair in the future.

C. Treasurer: Sosan nominated Carla. (Elizabeth seconded.) Nathan called for vote. **Motion**

passed.

Byakuren suggested that the Treasurer could find a non-Board member sangha partner to help with the Treasurer's role.

D. Secretary: Rachel expressed interest in remaining Board secretary. Nathan called for vote.

Motion passed.

III. Reflections on Annual Meeting

Byakuren mentioned that because of our work, as a Board, we are a year or more ahead of the sangha in our thinking and discussing about the Center's future plans. She suggested a monthly Board memo could be helpful.

Carla suggested an electronic version (email) and print version is necessary.

Rachel volunteered to set up a template in Google Drive that Nathan and Carla could access for monthly updates.

Byakuren said that a dharma teaching or lesson (like blade of grass, jumping off a 100-foot pole) could be added to the memo as a reminder that this is practice.

Nathan discussed the feeling that the community as whole had not embodied the principles of our vision. He urged us to think about how we as Board members can bring the vision principles into the sangha, which transforms us, as a sangha, from a surviving to a thriving mode. He stated this should be a focus of our work over the next year.

Elizabeth mentioned that we could take the five (5) vision principles into the membership/fall appeal talks that we give to the sangha on Sunday mornings.

Sergio added that the vision principles remind him of the precepts and how these could become a vow or intention for the community.

Carol thanked the people who assisted with the meal and set-up for the Annual Meeting, which was well received by the sangha members in attendance.

IV. Membership Appeal and Executive Director Update

Sosan said that the goal for membership and Fall Appeal (combined) is \$100,000. The appeal begins today (October 27) and runs through November 24. So far we've raised \$44,303 (mostly membership donations and pledges). We will participate in Give to the Max Day on November 14. Our goal is \$10,000, with a matching grant of up to a \$10,000 total gift.

The Spring Appeal has a planned deficit of \$8,000. Two remedy this sangha members have planned two fundraisers (a music fundraiser and a dinner fundraiser).

Sosan discussed the proposal for fiscal year change, which reads:

"Whereas fourth quarter income for Clouds in Water income has historically been 35 percent to 37 percent of total income while expenses have been fairly close to 25 percent in all four quarters; and whereas the result of this has been that Clouds historically has not shown a net profit until the fourth quarter each year, causing some difficulties and uncertainty in the financial planning process; therefore, I move that Clouds in Water Zen Center change its fiscal year from a calendar year to a July 1 - June 30 fiscal year, and I further move to have a "stub" year from January 1 - June 30, 2014, and begin the July 1 - June 30 fiscal year on July 1, 2014."

Carla moved to accept this proposal. (Carol seconded.) Nathan called for vote. **Motion passed.**

Sosan updated the Board on the Fleet Maull event, which took in \$8,300 in income and had \$6,354 in expenses, for a net of \$1,946. (Please note these numbers are not final.)

Byakuren acknowledged Gentle Dragon's energy in promoting and supporting the event.

Sosan shared her experience with the Leadership Circle she participates in through the MAP for Nonprofits organization.

Sosan provided some areas of concern for 2014:

- A. The lease for Jizo Hall will expire in August 2014, as will the pledges to fund Jizo Hall.
- B. It might be a good idea to show a surplus for the "stub" year. (Carla will follow up with the banker on whether this should be a target.)
- C. Our budget over the next three years will be important to monitor as it's very important to show a surplus.

V. Space Committee Report

Carla shared the space specifications document that has the goal of casting the net of building

possibilities wide for St. Paul organizations, contacts and community groups to know about so we can be of the front-end of any properties becoming available.

The Board discussed some of the space specifications, including staff offices and parking.

Carla will update the document to reflect that we need to meet zoning requirements for parking code, with a minimum of five (5) disability parking spaces.

Carla provided an overview of the Vento building planning specifications and the process of expressing interest in being a tenant/partner.

The Board discussed that we should express interest when more information is known about how to do so.

VI. Date for Annual Board Retreat and Monthly Board Meetings

Rachel will work with Sosan to set up a Doodle poll for scheduling Board meetings, with a Board retreat in January.

Nathan called the meeting closed at 1:04 PM.

Board minutes submitted by Rachel Vilsack.