

**Clouds in Water Zen Center
Special Board Meeting on Guiding Teacher Changes**

March 4, 2014

Attending: Carla Breunig, Kurt Errickson, Sosan Theresa Flynn, Carol Iwata, Angus McDonald, Byakuren Judith Ragir, Nathan Thompson, Rachel Vilsack

Not present: Karin Aguilar-San Juan, Sergio Valverde, Wally Waranka

Nathan called the meeting to order at 7:12 PM.

AGENDA

I. Proposal Presentation

Sosan presented the Teacher Ryo proposal to the Board of Directors, as follows:

- Whereas, Byakuren has done a superb job as guiding teacher for the past 7 1/2 years;
- Whereas, the teacher ryo (teaching group) has developed strong leadership in the Clouds in Water community;
- Whereas, Byakuren would like to give others the opportunity to learn and grow in the lead position of guiding teacher;
- Whereas, Byakuren is interested in shifting into a senior dharma teacher role, rather than continuing to be the main guiding teacher; and
- Whereas, Byakuren is willing to remain as a member of the teacher ryo in this new role;

Therefore, Be it Resolved:

- That Byakuren be allowed to change jobs and move from the salaried position of guiding teacher to being on the Clouds in Water faculty as a member of the teacher ryo;
- That the guiding teacher position be changed to a 5-year contract position, with the possibility for renewal or extension to be considered;
- That the guiding teacher position description be revised to reflect collaboration with the teacher ryo;
- That Sosan Theresa Flynn be appointed as the new guiding teacher;

- That the position of executive director also be changed to a 5-year contract position, to run concurrent with the guiding teacher position;
- That the Clouds in Water sangha be given the chance to process these changes at a council meeting to be set up as soon as possible.

Sosan also presented the current paid staffing structure and the proposed new structure.

Current staffing structure:

Proposed new structure:

| 2014 STUB YEAR | Hours per week | 2014-15 | Hours per week |
|--|-----------------------|--------------------------|-----------------------|
| Guiding Teacher | 10.00 | Guiding Teacher | 26.00 |
| Executive Director (15 hrs) and Teacher ryo (13 hrs) | 28.00 | Executive Director | 20.00 |
| Program Coordinator | 20.00 | Program Coordinator | 20.00 |
| Youth Practice Leader | 15.00 | Youth Practice Leader | 15.00 |
| Youth Practice Assistant | 4.00 | Youth Practice Assistant | 4.00 |
| Resource Development Assistant | 5.00 | | |
| Finance Coordinator | 7.00 | Finance Coordinator | 7.00 |
| TOTAL | 89 | TOTAL | 92 |

The payroll associated with the new structure would be approximately \$5,000 - \$7,500 higher than the 2013 payroll budget. This is because 1) the rate of pay for the Resource Development Assistant is less than that of the Executive Director (ED), so when those 5 hours are switched back to ED, the total wages will be more, 2) three extra hours have been added to the Guiding Teacher (GT) position total to reflect a more realistic estimate of the hours needed for the job and 3) I have made an assumption that with the change we would have a total of three employees choosing health benefits – GT, ED and Program Coordinator.

The Board discussed the proposed five (5) year contract position for the GT and the ED and how this would allow for the GT the opportunities to transition back into the ED position.

Angus offered the need to focus on the transition of the GT role and work out the finer details at a later time.

Carla mentioned that it could be difficult to hire for an ED if there is a time limit on the position and suggested that an intention be included in the language so that a future Board would work to include the return of a GT.

Nathan added that the time limit on the GT role facilitates that change to a rotating teaching model, which Clouds has worked towards.

II. Board Discussion

The Board discussed some of the specifics of the proposal and shared questions and concerns.

The Board discussed how the by-laws should or need to change and how these would be presented to the sangha.

The Board discussed the term limits of the contract.

A motion was made to approve an amended proposal to read as follows, with changes highlighted in red:

- Whereas, Byakuren has done a superb job as guiding teacher for the past 7 1/2 years;
- Whereas, the teacher ryo (teaching group) has developed strong leadership in the Clouds in Water community;
- Whereas, Byakuren would like to give others the opportunity to learn and grow in the lead position of guiding teacher;
- Whereas, Byakuren is interested in shifting into a senior dharma teacher role, rather than continuing to be the main guiding teacher; and
- Whereas, Byakuren is willing to remain as a member of the teacher ryo in this new role;

Therefore, Be it Resolved:

- That Byakuren be allowed to change jobs and move from the salaried position of guiding teacher to being on the Clouds in Water faculty as a member of the teacher ryo;
- That the guiding teacher position be changed to a **4-year** contract position, with the possibility for renewal or extension to be considered;
- That the guiding teacher position description be revised to reflect collaboration with the teacher ryo;
- That Sosan Theresa Flynn be appointed as the new guiding teacher;
- That the position of executive director also be changed to a **4-year** contract position, to run concurrent with the guiding teacher position;

- That the Clouds in Water sangha be given the chance to process these changes at a council meeting to be set up as soon as possible.

Motion passed.

Nathan called the meeting closed at 8:34 PM.

Minutes submitted by Rachel Vilsack.