

## Board Minutes for 9 August, 2015

Members Present: Wally Waranka, Jay Benson, Carol Iwata (Chair), Rachel Vilsack (Vice Chair), Carla Breunig (treasurer), Angus MacDonald (Secretary), Roger Watts, Katheleen Avila, Karin Aguilar-San Juan

Ex-officio: Will Hegeman

Guests: Kyoku Whalen

Called to order at 11:00 AM

Reflection – Carla

Buddhists for Racial Justice – Kyoku Whalen

- Described background of current racial justice initiatives in Minneapolis
- Carla: moves to adopt Kyoku's **Motion in Support of Buddhists for Racial Justice** (Appendix A; Angus seconded). **Unanimously passed.**

Consent agenda

- July 2015 minutes: [https://docs.google.com/a/cloudsinwater.org/document/d/1uQVJYBSh-takLaFYqIp\\_hLChgbOvw\\_bf5\\_asGLnYHU/edit?usp=sharing](https://docs.google.com/a/cloudsinwater.org/document/d/1uQVJYBSh-takLaFYqIp_hLChgbOvw_bf5_asGLnYHU/edit?usp=sharing)
- June 2015 minutes – revised and send to Roger for posting
- Motion to approve July minutes and June minutes if amended as described (Carol, seconded Jay). **Unanimously approved.**

Executive Director report – Will

- Financials
  - Revenues continue to be below budget
    - need to re-emphasize engagement from sangha members;
    - Jay identified that some forever members appear to have stopped as of 31 December 2014. Will has determined that this does not appear to be a broader pattern;
    - Discussion of revenue and outreach. Need to communicate with new incoming members; they can contribute when first coming; Rachel, in greeter role, a lot of new people coming; Katheleen – ino's may benefit from further training on clarifying how to support the sangha financially; Carla – board members can do this – stand-up every other week about how to support, how to be a friend, etc.; Carla: Sosan may already be doing this, board can help; Katheleen, Karin & Will – how to present; Carla – get others who have a sincere story;
  - Ramsey County tax exemption from Ramsey County has arrived.
- Other administrative
  - Nimble marketing and outreach - tools that allow Clouds to promote program opportunities as such opportunities are developed.
    - Facebook targeting advertising
      - We are using Facebook in a targeted fashion to selectively “boost” posts to reach an expanded audience.
    - Google's Adwords is the technology that displays small ads with links next to search results. This is an inexpensive means to reach

individuals searching for Buddhist practice and teachings.

- Byakuren would like introductory videos on YouTube to be available
- *Signage* - St. Paul requires a sign permit. This is a detailed application requiring planning.
  - Style
  - Type
  - Budget
- Code & Building Updates
  - Property Tax Exemption approved
  - Certificate of occupancy approved
  - Air conditioning functional
  - YP rooms blinds installed
  - Sound system operational

Design committee - Jay, Will

- Motion for funding and decision process for ongoing design-related expenses (Jay, Kathleen seconded): **The board will create a line-item on the capital ledger for \$2000, to cover improvements in the building at the discretion of the design committee. Unanimously approved.**

Nominating committee (Wally, Carla, Rachel) report – Rachel

- Carol, Rachel & Angus up for re-election. Board will consist of no more than 12 members. Two additional members to be elected.
- Committee has identified several potential candidates
  - Board members should contact Rachel or other committee members if they know of appropriate candidates
- Committee created a board application form
- Committee will advise board before the annual meeting as to whom will be on the slate

Engagement with and within community – Rachel

- See attached notice on “Connecting to the Community”
- Increasing transparency of the administration of Clouds
- Carla – local events:
  - Rondo Days; 4 for community coffee; and 5-6 members at the parade
  - Selby Av. Jazz Festival – could have a booth
  - Karin: No plans for National Night Out
- Annual meeting – board meeting
  - Have a board members at each table
- Hmong church on Farrington: Angus – potential youth practice outreach; Wally – Ken Ford has already approached and been kindly received
- Engage with faith/spiritual communities in Twin Cities (Roger) – go out of our way
  - Emphasizing what we have to offer
  - Wally – we (including Ken Ford) are out there in the community as a spiritual organization
  - Karin – highlighted tension between secular aspects of our practice and religious underpinning
- Carol – more talking about Buddhism – should we go back to the people we approached as part of our capital campaign to check in.
- Carla – suggested Rachel’s proposals be forwarded and voted upon by email;

- Carol called for motion
- Rachel's motion (seconded Karin): **Recognizing board service as a spiritual practice and the importance of our contributions to the life of the sangha, we adopt the intention to actively sustain and grow our relationships with the community, including participating in greeting, one-on-one conversations, Sunday announcements, and other opportunities that may arise. Unanimously approved.**

Board officers' work on Personnel policy – Carol (address by email)

Ideas for annual meeting – Carol (address by email)

Adjourn

1:00

## Appendix A: Kyoku's Motion in Support of Buddhists for Racial Justice:

- 1) Adopt the BRJ 4 point framework.
- 2) Form a 3 person Inclusivity Stewardship including one teacher, one board member and one other sangha member with at least one being a person of color if possible. Team to work in concert with Teacher Ryo and Board.
  - a) Responsibilities to include central clearing house for proposals, invitations, inquiries concerning participation in action to promote racial justice and social action. Team to review, research, recommend, monitor and help marshal resources for actions that addresses our 3 core values related to inclusivity
  - b) Decide on future actions as per item 4), below.
- 3) Before the end of August Issue a letter from Board/Teacher Ryo to sangha re: adoption of BRJ White framework and strongly urging participation in specific self- education, awareness workshops and/or donations of time/money to specific activities. Supplement with Sunday announcements, e-news, annual meeting presentation.

### Charge to the Stewardship:

- 4) Choose some next steps under each of the BRJ 4 point framework for action. Some possibilities are:
  - a) Commit to ongoing self-education
    - i) Sign the Call to White Buddhists or People of Color
    - ii) BRJ list of readings from Call to White Buddhists
    - iii) Listen to BRJ list of talks from Call to White Buddhists
    - iv) Sangha night to watch 3 part documentary from BRJ Call to White Buddhists
    - v) Take test of racial bias
  - b) Engage in facilitated group work
    - i) Promote ASDIC workshops
    - ii) Arrange Terri Karis workshop series
  - c) Promote structural change within dharma communities
    - i) Identify and enter into a mentor relationship with another sangha locally or nationally
    - ii) Create a night for inclusivity oriented activities or group discussions
    - iii) Schedule talks or possibly panel
    - iv) Add tab to website
  - d) Build collaborative relationships with people of color
    - i) Facilitated Council including Clouds People of Color group – one or more in a series
    - ii) Read online BRJ recommended article on “Building Accountable Relationships with People of Color: Some Lessons Learned”
    - iii) Review BRJ People of Color Action Framework when it is issued
    - iv) Collect donations for rebuilding churches inter-faith WORR initiative
    - v) Attend Black People Matter debrief and planning meeting in August
    - vi) Meet with the St. Paul Foundation
    - vii) Identify community organizations and arrange meetings to find out what they are about and how we might collaborate

Appendix B

	<u>Jul 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Contributions</b>				
<b>Capital Gifts</b>	966.00			
<b>Dana</b>	239.50	1,166.66	-927.16	20.53%
<b>Donations for East Hall</b>	0.00	0.00	0.00	0.0%
<b>Fall Appeal</b>	0.00	0.00	0.00	0.0%
<b>Membership</b>	3,284.50	8,461.50	-5,177.00	38.82%
<b>Seshin Food Sponsors</b>	0.00	125.00	-125.00	0.0%
<b>Spring Appeal</b>	0.00	0.00	0.00	0.0%
<b>Youth Program Sponsors</b>	0.00	333.33	-333.33	0.0%
<b>Total Contributions</b>	<u>4,490.00</u>	<u>10,086.49</u>	<u>-5,596.49</u>	<u>44.52%</u>
<b>Other Income</b>				
<b>Advertising</b>	0.00	0.00	0.00	0.0%
<b>Interest</b>	0.00	0.00	0.00	0.0%
<b>Patronage Refund</b>	0.00	0.00	0.00	0.0%
<b>Rent</b>	50.00	250.00	-200.00	20.0%
<b>Total Other Income</b>	<u>50.00</u>	<u>250.00</u>	<u>-200.00</u>	<u>20.0%</u>
<b>Program Income</b>				
<b>Book &amp; Materials Contributions</b>	0.00	0.00	0.00	0.0%
<b>Classes</b>	216.00	1,166.66	-950.66	18.51%
<b>Guest Teacher Events</b>	0.00	166.66	-166.66	0.0%
<b>Ministerial Services</b>	0.00	166.66	-166.66	0.0%
<b>Online Teachings</b>	0.00	83.34	-83.34	0.0%
<b>Sesshins</b>	395.00	333.34	61.66	118.5%
<b>Youth Practice</b>	0.00	0.00	0.00	0.0%
<b>Total Program Income</b>	<u>611.00</u>	<u>1,916.66</u>	<u>-1,305.66</u>	<u>31.88%</u>
<b>Total Income</b>	5,151.00	12,253.15	-7,102.15	42.04%
<b>Expense</b>				
<b>Administrative Expense</b>				
<b>Bank Service Charges</b>	179.12	375.00	-195.88	47.77%
<b>Board Expenses</b>	0.00	41.66	-41.66	0.0%
<b>Ceremonial</b>	0.00	83.34	-83.34	0.0%
<b>Credit Card Interest</b>	89.66			
<b>Dues and Subscriptions</b>	0.00	41.66	-41.66	0.0%
<b>Gifts</b>				
<b>Hokyoji Retired Leaders Fund</b>	100.00	100.00	0.00	100.0%

<b>Miscellaneous</b>	0.00	0.00	0.00	0.0%
<b>Total Gifts</b>	100.00	100.00	0.00	100.0%
<b>Guest Teachers Expense</b>	0.00	158.34	-158.34	0.0%
<b>Insurance</b>	0.00	250.00	-250.00	0.0%
<b>Professional Development</b>	0.00	0.00	0.00	0.0%
<b>Supplies</b>	0.00	416.66	-416.66	0.0%
<b>Technology</b>	953.31	333.34	619.97	285.99%
<b>Total Administrative Expense</b>	1,322.09	1,800.00	-477.91	73.45%
<b>Communications</b>	135.99	0.00	135.99	100.0%
<b>Facilities</b>				
<b>City Assessments</b>				
<b>Right of Way</b>	0.00	178.16	-178.16	0.0%
<b>Storm Sewer</b>	0.00	52.09	-52.09	0.0%
<b>Total City Assessments</b>	0.00	230.25	-230.25	0.0%
<b>Depreciation Expense</b>	885.13			
<b>Farrington</b>				
<b>Furnishings &amp; Equipment</b>	0.00			
<b>Loan Matures 2015/11/26</b>				
<b>Interest</b>	108.87			
<b>Total Loan Matures 2015/11/26</b>	108.87			
<b>Loan Matures 2019/11/25</b>				
<b>Interest</b>	1,492.83			
<b>Total Loan Matures 2019/11/25</b>	1,492.83			
<b>Maintenance</b>				
<b>Boiler Repair</b>	0.00			
<b>Fire Equipment</b>	0.00	9.00	-9.00	0.0%
<b>HVAC Repair</b>	0.00	125.00	-125.00	0.0%
<b>Snow Removal</b>	0.00	83.34	-83.34	0.0%
<b>Waste Disposal</b>	102.24	144.91	-42.67	70.55%
<b>Maintenance - Other</b>	1,055.00			
<b>Total Maintenance</b>	1,157.24	362.25	794.99	319.46%
<b>Miscellaneous</b>	2,304.18	100.00	2,204.18	2,304.18%
<b>Utilities</b>	131.57	700.00	-568.43	18.8%
<b>Total Farrington</b>	5,194.69	1,162.25	4,032.44	446.95%

Northern Artspace	0.00	0.00	0.00	0.0%
Telephone & Internet	<u>178.38</u>	<u>0.00</u>	<u>178.38</u>	<u>100.0%</u>
<b>Total Facilities</b>	<b>6,258.20</b>	<b>1,392.50</b>	<b>4,865.70</b>	<b>449.42%</b>
<b>Guiding Teacher Expense Account</b>	0.00	0.00	0.00	0.0%
<b>Miscellaneous Expense</b>	187.50	0.00	187.50	100.0%
<b>Payroll and Contract Services</b>				
Accounting Services	0.00	400.00	-400.00	0.0%
Payroll Expenses	<u>8,986.73</u>	<u>8,105.50</u>	<u>881.23</u>	<u>110.87%</u>
<b>Total Payroll and Contract Services</b>	<b>8,986.73</b>	<b>8,505.50</b>	<b>481.23</b>	<b>105.66%</b>
<b>Program Expense</b>				
Book Expense	0.00	0.00	0.00	0.0%
Child Care	0.00	0.00	0.00	0.0%
Faculty	0.00	333.34	-333.34	0.0%
Food & Kitchen Supplies	164.19	125.00	39.19	131.35%
Ministerial	0.00	0.00	0.00	0.0%
Miscellaneous Volunteer Support & Recognition	0.00	0.00	0.00	0.0%
Youth Practice	<u>0.00</u>	<u>83.34</u>	<u>-83.34</u>	<u>0.0%</u>
<b>Total Program Expense</b>	<b>164.19</b>	<b>541.68</b>	<b>-377.49</b>	<b>30.31%</b>
<b>Resource Development Expense</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Total Expense</b>	<b><u>17,054.70</u></b>	<b><u>12,239.68</u></b>	<b><u>4,815.02</u></b>	<b><u>139.34%</u></b>
<b>Net Ordinary Income</b>	<b>-11,903.70</b>	<b>13.47</b>	<b>-11,917.17</b>	<b>-88,371.94%</b>
<b>Other Income/Expense</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
	<b><u><u>-11,903.70</u></u></b>	<b><u><u>13.47</u></u></b>	<b><u><u>-11,917.17</u></u></b>	<b><u><u>-88,371.94%</u></u></b>