

## **JZC Board Meeting**

**June 3, 2018**

DRAFT Minutes

In attendance: Board members Jim Mills, Hollis Delancey, Ying Liu, Steve Rehn, Lance Hilt, Hogan Martin, Jen Capasso. Also in attendance: Nick Strauss, Michael Petersen (Treasurer), Doug Jacobson, Jen Hohman, Nico Detourn (Secretary), Bryan Gaynor.

Absent Board members: None

Quorum: Yes

Meeting called to order by Bryan.

### **Election of New Board Members**

Bryan stated that elections were by secret ballot, unless the candidates waived the requirement (citation needed)

With Ying resigning the question of new board members came up. Ying was thanked for her service. A discussion ensued as to whether we could adopt Judy's proposal:

Article 4, Section 20, Board eligibility: Eligibility for the board needs to be expanded such that the following persons may be considered:

- a) Persons who have been ordained as priest in the lineage of Kobun Chino Otagawa,
- b) Persons who, in the opinion of the Board, would make an especially valuable contribution to Jikoji as a member of the Board. The following discussion ensued:

3:52 Bryan - So we have a rule around appointment to the board that was amended at the last meeting and voted on, we didn't get the exact language, but the concept is that under most circumstances if you are appointed to the board, you are a candidate for the board, you have to have served a year on a committee. Alternatively, if you are ordained as a priest...

4:24 Hollis - No not a priest, we took that out priest...

Bryan Well, Ellen stated it, we may take it out but Ellen said...

Lance - Judy

Bryan Or Judy presented it as a priest, I am just going back to what was presented, so it was if you were ordained in Kobun's tradition as a priest or alternatively the board determined that if you would present significant value to the board could waive it...

Hollis - That motion was tabled because...

Bryan - Tabled or passed?

Nico - Yes tabled.

Hollis - It was tabled because we were going to go through a process of discussing whether it was just ordained or ordained as a priest.

Bryan - So then it would be on for first adoption here and we could do second adoption down the road. So in this meeting you have to have served a year to be appointed. That could change...

5:26 Lance - I was under the impression that we could adopt it, and ratify it later, but if we adopted it we could use it pending ratification, if it is not ratified, then anyone we elected would be unelected. that's the usual procedure, you can adopt something and operate under it.

6:50 Bryan - I think we should address this issue, and come to a conclusion on this issue, and then the next step is to decide on what the size of the board should be and then if there are candidates we can determine, whether by secret ballot or open election whether they should be elected.

7:30 Mike What Hollis was talking about, what was brought up with Judy, the receiving of the Buddhist precepts in Kobun Chino Roshi's lineage whether it's lay ordained or priest ordained it's the same precepts. I would opt to for both being eligible for a waiver, because it's basically the same precepts and you enter the lineage either way.

8:10 Hollis - I second

Hogan - I second

Bryan - I third, oh wait a minute. Is there discussion? Anyone need any further...OK then its unanimous? OK.

The board agreed to change line a) to read:

a) Persons or priests ordained in the lineage of Kobun Chino Otagawa,

After the adoption of Judy's proposal the following nominations were made:

Hollis nominated Steve Rehn

Nick spoke in support of Jen Capasso

Hogan nominated Jen Capasso

Dan Zigmund was mentioned as a candidate, but not being present his nomination was postponed until December when he could be nominated if interested.

There was consideration regarding Hogan's term as resident board representative. It is a one year term, which he started in Dec 2017, bringing him up for re-election in Dec 2018. Bryan preferred we start Hogan's term as of June 2018, to which Hogan agreed.

Size of board: 7 - passed

Jen Capasso, Steve Rehn and Hogan Martin elected to board.

Minutes considered, set aside for discussion later as Hollis had only skimmed the online minutes and wished to read them on paper.

**Treasurer's report:** Michael Petersen reported that he is awaiting some numbers before he can issue a report and thought the best bet would be to amend the minutes when those numbers came in. Could not say what the balance was, as he did not know it off the top of his head and had no access to the numbers before the meeting.

**Teacher's report by Michael Newhall:** Since last meeting Rohatsu sesshin was led by Doug; Nehan-e led by Joe and Paula; Ango period led by Doug with Shuso ceremony for Eric. Upcoming: Genzo-e will be led by Kokyo which has become a fine tradition; the Kobun memorial sesshin, thanks to Doug for leading the monthly cycle of Zazenkais, that has become a tradition; Denko-e will be a multi-teacher sesshin led by Doug and Michael Newhall along with Dan Zigmund and Dean Williams from Cleveland.

The Sunday Program is successful. Lay ordinations (jukai) coming up: Caro and Andy Osbourne, Steve and Melinda Rehn, Michael Petersen, and Jen Hohman as Priest. The sangha is building, and also the auxiliary sangha is growing, the Cleveland sangha getting really big, Dean will be bringing seven or eight people to Denko-e, O-An Zendo, started by Meido Anderson, who will be receiving transmission soon, and Sokukoji, started by Bob Brown, is really growing big.

Planning to do a study group, the history of Buddhism, will set up practice soon, probably starting in the Fall on a weekly or semi-weekly basis starting with the Vedic tradition right up to the present moment.

**Facilities report.** Thanks to Doug, Hogan, Craig and Bryan for road work. summary: 425 tons of base rock, 2 culverts, drainage ditches recut, road graded. From December 11 to January 17, \$24,500, plus additional expense less than \$2,000, original estimate was \$50,000.

Bob Wehlan made bypass road so people wanting to get to Ward road don't have to go through our campus

Doug: The funding for a 75k gal water tank slowly advancing, reached out to fundraise, got \$6,000

Bob Whelan helped build footing

Our neighborhood is part of it - the Emergency Readiness Committee is interested in participating

Fire department and open space have contributed \$3,000 each  
Skyline field office SFO thinks they should contribute \$20,000

Soil report is already paid for - \$5K  
foundation \$10K  
Tank \$67K, approx \$1/gal  
fire hydrant tie-in  
tie-in to our water system  
So \$100K is best estimate  
Haven't signed contract yet for water tank

Bryan: Completed first phase of water safety project by putting sprinklers on the 4 corners of all roofs, misters are planned to protect underside of decks, both to be run every day during fire season.

Next project is to finish the retrofit on the residents and Zendo building, foundation system has been completed, now need to put walls up to tie the foundation to the building.

### **Phase 1 of handicapped access program completed**

Access from a handicap accessible parking space to the community building and down to the dorm building.

It will go to the laundry room and to the Zendo. The landing pad has already been poured at the Zendo. The elevation grade meets the legal requirements. Eventually all the buildings will be handicap accessible.

### **Anticipation of future projects to make Jikoji more financially functional**

To finish

Tie in stem walls to stabilize buildings

Excavation under buildings to add improvements.

Re-do all decks

We have to think about health and safety, it has been a long time coming.

Thanks to Jim loaning money we can do them now.

Next thing is we need to become self-sustaining, pay money back, improve the facilities so that more people can stay here.

Need guidance from Michael as to whether we want to be a resident community with people paying fees or less residents, and more about renting the place to sister sanga's - is that our future? Those decisions impact

what we would do to make Jikoji a more financially resilient place.

What is our direction? Rent zendo, have skeletal staff?

More residents? Training center?

So far we have spent \$56,000 on seismic retrofits, handicap accessibility, and fire suppression, \$24,000 on roads, repaid 2 loans of \$13,000 each, some was paid out of revenues

We will be halfway through Jim's loan pretty quick

September 3 -13 next phase, through the start of the Floating Zendo sesshin, redoing decks putting girder in a room, walls will be moved.

**Hollis: publications committee:**

Working on publishing a coffee table sized book, Precious Mirror, of Kobun's poetry translations. The trade edition will come out in the fall from White Pine Press.

The trial run turned out well, using money that Vanya had donated plates 100% size of calligraphy were made. Putting out hat for funding, about \$400 per plate., approximately 23 plates left to do. Somewhere between 50-100 copies of first, collectors book will be printed.

Lance read Judy's publications report. **insert link?**

Bryan on IP on Kobun's books: owned by his family They have agreed that we have a license. Must account for every book and give them \$1 for each book.Vanya has also agreed that whatever is paid by Jikoji, he will match.The way things are paid for is vague to him.

We need to know how many books are produced and distributed, so we can make payment every year, which we have not done yet.

Asked Michael Petersen and Jen Hohman to help

I want the financial aspects to be handled through Jikoji

John Flood owes us, he has his W2sas he was an employee

he created webpage left with it ,has a domain name of ours Bryan wants it back

Michael Petersen: They are all back as far as he knows.

**Nico read a statement and offered a report to be included. (insert link)**

The following discussion ensued:

Hollis: After 4th meeting, a person came to me said upset not invited to 4th meeting;. I said I knew he was Ino, would send most current document, sorry he wasn't invited.

Doug: Everyone was invited. Every Sunday 3 PM open to all

Member of board said he was upset; not saying deservedly

Nico: The meetings were announced, sent to all residents; Andy was on that list

Mike: I'd like to speak a bit for clarification on the statement that was made. My memory is that you (Nico) came to me and you were interested in revising the ethics statement; not my request to you. That is my memory. I stated at that time that I was satisfied with the ethics statement compiled by Ian, accepted by entire Phoenix Cloud sangha. So, that is how it began, and the actual meeting of the ethics thing, how it grew, as I understand it, Doug, it was in reaction to the Jana and Joe thing, right ?

Doug: by Edith ( a board member then), Edith requested that we develop some way to deal with conflict here...and so at the next board meeting...we met here with Cliff, the current chair, Edith, Ying, Lance and I were there. Cliff said, "Let's do it., set up a committee.

Ying: I initially was not at that meeting, by the way.

Doug: There were 4 of us at this meeting...

Michael Petersen: I just wanted to clarify the clarification. Nico, Mike and I were talking about an incident and it turned to the topic of an absence of an Ethics Statement. Mike suggested Nico take a look at some work that Hokoji had done.

Nico: This was over a year ago. What I was referring to in the statement I read was what happened about three months ago, following a series of discussions on the conflict resolution portion of the package presented to board. I took documents from that. Mike asked what the status was, I said I had been putting thing together, at that point he said to go ahead and do something with this.

Mike: I guess I was encouraging this to move on because it had been going on for a long time. .

Bryan: New anti-discrimination policies will need to be incorporated into the Policies and procedures manual that we put together.

**Statement from Cliff on Communications read by Michael Newhall. (link)**

### **Hogan gave resident report**

We've had full house of residents, all occupied until just recently when Leela moved out.. It's been lovely having the family of Nick, Ying and Sage here. Suggests we consider leaving one room open for a bit after having been in full capacity for so long.

### **Minutes approved.**

Hollis and Ying added a few corrections to the minutes that were accepted, and then the minutes were approved.

### **Election of Board Officers**

Jim Mills was elected as the new chair and lance Hilt as the new secretary.

### **Budget**

Bryan stated that a budget still needs to be prepared. Should be done well before December meeting.

### **Lance's Resolution on Contracting with an Organization to Address Bullying**

Lance: During the discussions regarding the Ethics Statement there was numerous mentioning of bullying taking place at Jikoji. I told Hollis I would researched organizations that help with bullying.

Catherine Mattice, of Civility Partners, main point is similar to Right Speech in Buddhism, believing that correct speech and civility is the foundation for a cohesive community or workplace environment.

Couldn't get quote for her services until I set up a half hour meeting

What I want from board before I put more effort into this,

Is do we think this is a problem? Do we want an outside group to look into it?

Bryan: Once you have idea of cost, let us know, and we'll put it into budget.

Lance: Can I get a sense of the board?

Niko: I have comment based on resolution put out

Does it include only residents as such? The terminology

can be problematic, does it apply to clergy, board members?

Rather than just residents, could it be onsite sangha?

Lance: don't know yet. Earlier workshop was limited to 15. Answer is TBD.

Bryan: suggest you work with Jen

Hollis: it is the sense of the board that we want to move forward

The board agreed.

Lance: is there a range that we are willing to spend?

Bryan: We just spent \$55,000 and \$25,000.

Lance: I understand... I agree we need to invest in construction, but if we don't invest in building character, what's the point? I don't want to get too cheap on that.

Bryan: Agreed, I don't think that's the issue, the issue is coming up with the right money, as it were. So that's what I'm hoping you will work with Jen on and circulate something and make this happen.

Ying: I would just like to concur, giving people skillful means, it needs money, it's like learning and development, every organization needs to spend money on it, so I would actually like to make it a constant budget item if we don't already have it.

Meeting was Adjourned.

Respectfully submitted,

Lance Hilt, Secretary