

# **Jikoji June 2018 Board Meeting Minutes**

## **Public Draft 1**

**Prepared by Nico Detourn, Secretary**

**Draft submitted May 23, 2019**

A recording of the June 3, 2018 board meeting can be found here:

[Board Meeting 2018-06 stereo 128kbps.mp3](#)

Timestamps in the following minutes refer to the location in the recording and are approximate.

### **(1) Call to order and introduction**

Meeting was called to order by Bryan Gaynor, who volunteered for and was selected as facilitator.

In attendance:

#### **Directors & Officers**

Doug Jacobson, president

Hogan Martin

Hollis DeLancey

Jim Mills

Lance Hilt

Michael Petersen, treasurer

Nico Detourn, secretary

Ying Liu

#### **Also in attendance:**

Bryan Gaynor

Jen Capasso

Jen Hohman

Nick Strauss

Steve Rehn

Ying was resigning at the end of the meeting. Need to appoint another board member. Both Hogan and Jim were interested board members.

New board members were considered, with discussion of Dan Zigmond, Jen Capasso, and Steve Rehn. Consideration of Dan was deferred until December.

6:45 The size of the board was considered as well as a change in eligibility via an amendment to Section 20, put forward by Judy Cosgrove at the December 2017 meeting.

Hollis motioned to adopt the December 2017 Section 20 amendment based on the removal of the word "priest". Lance seconded. This vote was taken to be a first adoption of the December 2017 amendment, even though the full and final language was not read.

8:40 consideration of Jen Capasso and Steve Rehn as board members. Bryan asked if either was ordained in Kobun's lineage. Jen responded that she was not, saying "All can offer is I come every Sunday for the Sunday Program, so I'm an outsider that spends every Sunday on the cushion, and I've been doing it for over 3 years, and when I'm not here I'm usually in another zen center wherever I'm travelling, and experiencing it. So yeah, I feel like I owe Jikoji something so I'd like to offer if I can be of service."

Jim asked if we were waiving the requirement for committee membership. Bryan said that's the question that's being discussed.

Hollis spoke in favor of Steve, saying she's "known him forever" and has seen him contribute "tons and tons and tons of stuff to Jikoji." Mike said he was a "good practitioner too." Hollis said she didn't know Jen C, but that she "could definitely endorse Steve."

11:44 Lance spoke on Jen's behalf, said he doesn't know her real well but "she just comes and quietly sits. But we do have quite the gender imbalance now... so that would help... wouldn't be total but better than nothing."

12:20 Nick spoke on Jen's behalf, saying he didn't know her well or had spoken with her much but had "observed over a long period of time her dedication coming quietly sitting, leaving some kind of gift whether it's a beautiful box of Japanese tea, and you wonder where does this come from, or some other week it's something else, and inevitably it's Jen and she doesn't draw attention to herself but quietly has these small acts of service that I've witnessed over time so I would just like to for the record say I think that's a good sign." Ying voiced agreement.

Lance asked if Bryan might be on the board. Bryan declined because he provides legal advice and shouldn't be on the "decision making criteria tree."

Bryan asked Jen if she feels "this is something you are comfortable with and want to get into?" She said she would.

Bryan called a vote. Hogan nominated Jen. Hollis nominated Steve.

Hogan's term as resident board member was determined to have started for a year with this June 2018 meeting, rather than in December 2017.

15:30 Board size was considered.

Discussion of increasing board size to 7, and of Dan Zigmond as board member possibly in December. Vote was taken a few minutes later.

18:50 Discussion of whether the vote for new members should be closed or open, "in other words if the three candidates would leave the room?"

Hogan, Jen C, Steve all received unanimous votes.

19:45 Hogan pointed out that board size of 7 was not actually voted on.

20:08 Unanimous vote on board size being 7.

20:30 Bryan declared Both Jen Capasso and Steve Rehn to be board members.

## **(2) Minutes approval**

Changes to the draft minutes had been received that morning, so a vote on the minutes was postponed until later in the meeting allowing for review.

## **(3) Reports (e.g., Treasurer, Resident Teacher and Committees)**

### **Treasurer's report**

26:25 Michael Petersen reported he is awaiting some numbers from bookkeeping. He said that Jikoji was "financially afloat," and that the best bet would be to amend the minutes once the numbers are available; they were not ready before the meeting.

### **Teacher's report**

27:27 Michael Newhall reported that since last meeting Rohatsu sesshin was led by Doug. We had a traditional New Year's Eve practice and ceremony. Nehan-e was led not by Angie but by Joe Hall and Paula Jones. Tanjo-e was led by Mike and Doug with Eric Remington as Shuso. Had a practice period between Nehan-e and Tanjo-e led by Shuso Eric.

Looking forward to: Genzo-e led by Kokyo, "a fine study sesshin, now becoming a tradition"; the Kobun memorial sesshin; Denko-e will be a multi-teacher sesshin,

with Doug, Mike, along with Dan Zigmond and Dean Williams from the Cleveland Zen Center.

Thanks to Doug for leading a successful cycle of monthly Zazenkais, that's a tradition now -- last one, just yesterday, had a bit of a crowd. The Sunday Program is going successfully on.

Ordinations coming up: Caro and Andy Osbourne, lay ordination in next couple of weeks. Steve and Melinda are on docket, Michael Petersen, and Jen Hohman as priest also on docket. The sangha is building.

Also the auxiliary sangha is growing, the Cleveland sangha growing really big, Dean will be bringing seven or eight people to Denko-e. O-An Zendo grew out of Jikoji with Meido, who is sewing her brown robe for transmission. Sokukoji in Michigan is really growing big, with Bob Brown. It's nice to know that from Jikoji these residents have gone off to other sanghas.

Mike is planning to do a study group on the history of Buddhism, probably start in the Fall on a weekly or semi-weekly basis starting with the Vedic tradition right up to the present moment.

### **Facilities report**

33:30 Doug thanked team of Hogan, Craig and Bryan for road work.

Hogan gave summary of road work. Road graded so water runs off properly. From December 11 to January 17, \$24,500, plus additional expense of less than \$2,000. Total of 425 tons of base rock, redid two culverts, drainage ditches were recut. Michael P noted that original estimate was \$50,000.

Doug discussed funding for a 75k gal water tank slowly advancing, reached out to fundraise, got \$6,000 of outside money. That the neighborhood is part of it - the Emergency Readiness Committee group of local neighbors is interested in helping support the water tank. Nominal 75k gallon tank, will probably hold 65k - 70k.

Got donations from from South Skyline Association, the volunteer fire department, and Open Space may contribute some.

40:45 Bryan reported on other project, including the completed first phase of water safety project, now have sprinklers on the four corners of all roofs. should be run for a few minutes daily during fire season. Future plans include putting misters under deck areas exposed to forest. Next project is finishing retrofit on residents and zendo buildings.

Bryan reported Phase 1 of the handicapped access program completed. Access from a handicap accessible parking space down to the community building, and down to the dorm building, and eventually to laundry room. Landing pad at zendo has been poured, eventually guests will be able to get from parking area to all buildings, including eventual alternate zendo.

Discussed upcoming big new projects, with appreciation to Jim for lending the money.

47:22 Bryan said we need to think about making our place a little more "financially functional." Pay back loans, improve the facilities so more people can stay here. That would get us to a crossroad where we need guidance from Mike Newhall: are we interested in being a resident community, have people paying utility fees; or in having fewer residents and people come here to train and learn about Zen. What is our direction? Rent zendo, and have minimal skeleton staff or have a larger residents community. What's the future? Is our future in renting the place out to sister sanghas and other compatible groups? Those decisions influence what we would do to try "to make Jikoji a more financially resilient place." This is a topic "all of us should be mulling over."

Next construction phase will be September 3 -13, lots of work, very disruptive, through start of Floating Zendo sesshin.

### **Publications committee**

55:15 Hollis reported on Precious Mirror, a coffee table book of Kobun's calligraphy and poetry translations. The trade edition will come out in the fall. The trial run turned out well, plates were made of Kobun's calligraphy at 100% size, using money Vanya donated. We are "putting out our hat for funding." Is about \$400 per plate. Approximately 23 plates left to do. Will print somewhere between 50 and 100 copies, most will be bought up by universities and special collections. Is going to be expensive. The trade editions will be affordable by anyone, printed in fall by White Pine Press. .

Vanya and Doug agreed that funds can come from the Trail Improvement Fund for Kobun's book.

1:01:15 Lance read [Judy's publications report](#). Work continues on the effort to translate portions of Kobun's thesis, dating from the 1960's at Kyoto University. It is centered on the work of 4th Century Indian scholar, Vasubandhu and his half-brother, Asanga. Forty copies of "Kobun's Teaching on Platform Sutra" and fifty copies of "Kobun's Talks on Heart Sutra" were added to the shelf of books for sale in the community room.

1:03:05 Bryan said that IP on Kobun's original works books are owned by his family, who have agreed that Jikoji has a license. Jikoji must account for every book and pay a royalty for each book, whether it's sold or given away. Vanya has also agreed that whatever is paid by Jikoji he will match. He asked Michael Petersen and Jen Hohman to develop a procedure to track this. Would like to see more ebooks from Kobun's writings and talks, mentioning help from Judy, Angie, and Joe.

### **Resident Report**

1:07:20 Hogan, the resident board member, said that a lot of work has been going on in the Resident Monks & Initiates Committee with Conflict Resolution Procedures and associated things, and asked Nico to report on that.

Nico read [a report](#) on how a series of four meetings were conducted, to which all residents were invited, with some attending throughout, plus Hollis, resulting in an RMIC ethics package, which was presented to the full RMIC, whose 12 members voted 8 Yes, 2 No, 1 Abstain, and 1 non-vote.

1:11:30 Hollis said that after the fourth meeting a board member came to her and told her Andy was upset he was not invited to the fourth meeting. There was brief discussion about this. Hollis said she was just conveying what she was told. Nico noted that an announcement of the meetings was sent to the residents through the residents email list which included Andy.

There was some discussion among Mike Newhall, Doug, Ying, Nico, Michael P about the history of Jikoji ethics processes over approximately the previous two years.

1:18:50 Bryan said he sent Nico the recently adopted anti-discrimination policies in California that will need to be incorporated into the Policies and procedures manual that we put together. "It's not just a harassment-free workplace but also discrimination-free, we'll work with that together."

### **Statement from Cliff on Communications read by Michael Newhall**

1:20:07 Thanks to Joe for developing our current website. And thanks to Andy, Nico, Leela, and Jen as contributors to that. The events newsletter, website, Facebook, and reservations, that's Michael P and the various subsystems, he compliments everyone for these being well maintained. He says "we are addressing the options for future applications, integrations with social media" -- and Michael Petersen is doing some research in that right now, an overhaul in

the system. "There is nothing to authorize, consider or decide at this time, I just wanted to make the board aware of this."

1:21:55 Michael Petersen described aspects of a possible new communications infrastructure for Jikoji.

### **Hogan continued with the resident report**

1:23:13 Hogan said we've had a pretty full house of residents, with all resident dwellings occupied, until just a few days ago when Leela moved away. It's been lovely having the family of Ying and Nick and Sage here. There is no one immediately lined up to live in Leela's room, and no current residency applications.

1:23:57 Mike brought up one "possible option." Nick then explained that he and Ying have friends from Japan, a couple, who will be visiting for a year, who would like to be considered as temporary residents for some period.

1:27:47 Hogan offered an "opinion for consideration"; because he felt our infrastructure for the residents has been at capacity for quite a while, we might consider leaving a resident room open for a bit and see what it feels like. Have space for things like the friends of Nick and Ying ,and guests of residents. "I notice it's been quite tight I think."

There was discussion with Michael Petersen about Room 7, the dorm room in the Large Zendo building, and how it might be put to good use.

1:29:30 Ying asked if Joe was still receiving Resident Application forms, and who was in charge of that, who receives them? Nico answered that those were going to an email address that Andy was now receiving. Mike said they should come to him. Ying confirmed that Mike would keep her and Nick abreast of the situation. There was some discussion of Nick and Ying's ongoing plans for being at Jikoji.

### **December 2017 Minutes approved.**

1:33:32 Hollis approved the minutes following some corrections concerning the publication of Kobun's "Precious Mirror" calligraphy book.

1:35:03 There was brief reprise of above discussion, primarily between Ying and Nico, about the continuity of Jikoji's ethics processes and individuals involved at various times, from the initial formation of the "Everything Is Workable" committee through to ethics package presented to the board at the December 2017 meeting.

1:37:50 Ying asked that a statement by her be added to the minutes, after which she would approve the minutes.

1:41:30 minutes were then approved.

### **Election of Board Officers**

Doug resigned as President or Chair  
Nico resigned as Secretary.  
Michael Petersen remained treasurer.

Lance nominated Jim Mills as chair.

Lance volunteered to be secretary "only because I consulted with Pam," his wife, who "types like a blur." Nico agreed to send her notes and the recording of the meeting to Lance. Bryan thanked Nico and Doug.

### **Addition items**

1:43:28 Hollis has additional comment from above on ethics process. She said it's good that she, Joe, and Andy reached consensus on the wording that she was having such a problem with. And it's good that people have said they wanted to try out the conflict resolution process in the course of actually approving any proposal, and that she fully endorses that.

1:44:27 Bryan stated that a budget still needs to be prepared, pending the receipt of financial reports. Will prepare a proper budget. There is a hope that we will create more ebooks, that Angie and others will put together, possibility of an audio book. Will try to have budget well before the December meeting.

## **(4) Consent items**

## **(5) Action items**

1:45:45 Lance brought up a funding resolution for Jikoji to contract the services of a conflict resolution organization. The resolution read as follows:

The board shall set aside funds and contract with an organization such as [civilitypartners.com](http://civilitypartners.com) to explore and teach skills to residents to create a more civil environment among the residents and discourage bullying, harassment, and incivility.

Lance said that during discussions regarding the Ethics Statement there were mentions of bullying taking place at Jikoji. He told Hollis he would research

organizations that help with bullying. He cited Catherine Mattice of Civility Partners, whose 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. He said he would speak with her and other organizations if there is a commitment to this kind of thing.

1:48:00 Lance asked, "Do we think it's problem here? Do we think we would like to have an outside group look" as opposed to an internal group and the difficulties that would entail.

1:48:50 Lance requested a "sense of the board" that this is something to be looked into.

1:49:00 Nico noted that the resolution Lance put forward refers only to residents, and thought that was a bit narrow. Does it include only residents as such? Does it apply to staff, does it apply to leadership and clergy, to board members?

Lance responded that he hasn't spoken to the workshop woman so he didn't know what the capacity of the workshop is. The previous one was limited to 15.

1:50:48 Bryan suggested Lance work with Jen.

1:51:07 Hollis said that unless there was an objection from another board member, that it was the sense of the board that we want to move forward. The board agreed.

1:51:24 Lance asked if there was a range that we are willing to spend?

Bryan said we need more information as we just spent a lot of money.

Lance said it's great to spend money on construction, construction, but "if we don't invest in the people that are here in the building and construct 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 remedy, 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 actually do want to make it consistent budget item if we don't already have it.

1:52:58 Hollis moved to adjourn. Lance seconded.

The meeting was adjourned.

**(6) Discussion items**