

MZMC Board of Directors Meeting
August 16, 2020
11:30 a.m.

AGENDA

1. **Approval of Minutes** (3 minutes) June Minutes Attached (No meeting in July)

Motion: Accept Minutes Paul Mark approved

2. **Conflicts of Interest** (2 minutes)

None disclosed

3. **Teacher Report** —Ted (10 minutes) Annual Report PDF Version Attached

Reviewed

Busy schedule planned.

3 lay teachers authorized to meet with students announced next Sunday

Programming is still vibrant and strong during the pandemic.

85 mentees

Lots of volunteers helping virtually

Discussed ways to increase participation in Intro sessions. Community newspapers, FB events, nonviolence virtual events

4. **Building Discussion**—Wayne (30 minutes)

Three issues

1. **Variance update**— The City told us our variance application was incomplete: (1) we need a variance to work on our front entry because it's within a steep slope in the SH Shoreland Overlay District, and (2) to fit 3 spots in our parking area we'd need a variance from parking area design standards, e.g., a wider driveway for two cars to pass. Our architect, Rick Okada, will talk to the city planner about these and other issues. We plan to submit our revised variance application by Thursday August 20, so we could potentially be on for hearing at the September 17th Zoning Board meeting. We think we are in good shape to get the required variances. The ECCO neighborhood organization supports our project. The city will send notice to our neighbors. Although the city council is planning to change the city zoning ordinance to potentially eliminate minimum parking requirements, we plan to proceed with our variance application because we think it's safer than just relying on potential future zoning amendments.
2. **Bids** – Our general contractor, Gerry Flannery, is planning to put our project out for bids this fall. Even if we don't start construction this fall the bids will still be useful to have. Gerry will ask the subcontractors to hold their labor pricing till next spring. Lumber prices are high now because of COVID.

3. **We don't know when we can build** - We can't build until we get variances and then construction permits. It's possible to construct the addition in the winter but it's more expensive. We're keeping our construction lender, Western Bank, informed, and we believe they are still willing to finance our project.

5. Annual Goals 2020 Review—Admin. (15 minutes) Annual and Four-Year Goals Attached

We haven't adapted 2020 goals to our current situation (pandemic). The budget you approve is a key part of those goals

Facility development to support sangha growth: Needs to be updated due to COVID. Goals for next year are a little unclear. Trying to avoid a situation where we are available to open due to COVID but need to close because of building.

Human Resources: Tim and Ted have worked through the division of labor. Tim is focused on teaching and meeting with students.

Fundraising: We are underspending right now. We may need an end of the year appeal as well as the annual fundraising letter. We haven't had a fundraising event. We did receive PPP \$\$\$ from the government at \$21K. We have been told we don't have to pay back.

We have collected more than half of pledges to date and in great shape based on timing given.

6. Reports from Committees (10-15 minutes)

Membership—Tanja – Focused on getting a new member tea for September 11th. Feedback from membership committee members. Losing a sense of sangha in the way members can communicate with each other. Tea time after dharma talk is not the same as in person. Thinking about planning for blank Friday. We need to be thinking more outside of the box. What do other sanghas do? Can we check out SZBA website as we have access to their discussion groups.

Technology—Paul – Haven't met in awhile. In the zendo we are testing a couple of configurations. Presenter physically onsite with an onsite audience and offsite. The other configuration is to have the speaker offsite. Working on scenarios. We will learn a lot from our next retreat at Hokyoji. We are also talking about investing in some equipment. Youtube recordings and podcasts are getting up a little late. We need some more examination on this issue. We also talked about technology needs in the new zendo. Priest / tech meeting.

7. Annual Appeal Update (5 minutes) Letter Attached

Admin. sent letter for review to board members. The letter will be sent out this week. Ted is personalizing them. There will be three announcements in the next three Sundays.

8. Admin. Report (10 minutes) Profit and Loss Attached

Classes have been very strong. We have met 86% of the goal. 62% of membership is in for the year. Things overall have been pretty strong financially during this difficult time.

9. New Business

Confirming Tanja: Written resolution – giving people notice.

10. Adjourn Paul adjourn Karen second.