

## **Minutes for MZMC Board Meeting**

July 21, 2014

**Board members present:** Jodi Williams (President), Martin Lahn, Wayne Moskowitz, Jen Racho, Susan Nelson, Karen Davis

**Board members absent:** Deb Mielke, Shaun Morrell

**Staff present:** Admin. Director, Ted O'Toole, Tim Burkett, Wanda Isle

**Other priests:** Stacy Lee King, Rosemary Taylor

### **Attachments / handouts:**

- Budget Report through June 30, 2014
- Transcribed notes from the goal-setting discussion

Meeting convened at 6:05 p.m.

Business meeting convened at approx. 7:45 p.m.

### I. Approve June 2014 Minutes

- Jen moved to approve the minutes of the June 29 Board meeting. Martin seconded. Motion approved unanimously.

### II. Disclose any Conflicts of Interest

- No conflicts were disclosed

### III. Board Officer Election

- **Martin moved, Susan seconded, to approve Wayne Moskowitz as Vice President. (Motion approved unanimously.)**

### VI. Four-year goals

- There was a discussion of MZMC's 4-year goals, which were last updated in 2012. Board considered the 5 general areas that are currently addressed in the goals.
- See attached notes.

### VII. Facility Development Committee Report

- The Aug. 3 Sangha meeting will start with Ben giving a presentation like the one he gave the board on the history of the board's process regarding the building. More emphasis will be placed on our amazing opportunity to support more people doing Zen practice.
- Also the Facility Dev. Committee tentatively intends to offer a council process meeting, a survey, and a sangha creative meeting in the fall/winter to get community input on the expansion. The purpose of these sangha engagement activities will be to provide community input, vision, and viewpoints to the board.
- The committee plans to sort out the details of these engagement options on the 27th. The meeting will also involve some time for feedback and QandA.
- Board members expressed a desire to approve the engagement plan before it goes out the sangha. That means that the options will not be laid out in full at the Aug. 3 meeting.

#### VIII. Program report

- Ted reported on morning study group, the July one-day retreat, and Wednesday Gardening Night. He also let us know that the leadership group has developed criteria for evaluating proposals for new programming at MZMC. These criteria will be applied to any new programming that takes place with MZMC's endorsement and support.

#### IX. Budget/Finance

- Treasurer Jen Racho presented the budget through June 30. See attached notes. To meet our budget for the year, we will need to continue with strong efforts on all fronts: fundraising, membership and programming.

#### XIII. New business

- No new business was raised

#### XIV. Adjourn

- Martin moved, Jen seconded, to adjourn at approx. 8:05 pm. Motion approved unanimously.

## **MZMC FOUR-YEAR GOALS**

**FLIP CHART NOTES – JULY 21 BOARD MTG** (including input from Deb and Shaun, who were not able to be at the meeting)

### SANGHA DEVELOPMENT

- Deepening practice
- Growth: [tied to a 3-pronged strategy of 1) bringing new people in, 2) getting them to become members, and 3) retaining them as members]
  - numbers (10% annually to double current membership)
  - outreach
  - programming – great practice opportunities for lay members
  - welcoming place for diverse community [family too]
  - retention of existing members
- Nurturing leadership with meaningful opportunities

### PRIEST DEVELOPMENT

- [Tim said he would be willing to provide more on this ]
- Recognize that development of sangha is interdependent with a diverse group of teachers

### FACILITY DEVELOPMENT

- MZMC is a center known for retreats, practice periods
- The facility that supports this programming is physically accessible, eco-friendly and financially sustainable (sustainable facility/ accessible)
- Expanded facility has created more capacity for above and accommodates a growing sangha (potentially double in capacity)

### HUMAN & FINANCIAL RESOURCES

- Support robust [and sustainable] growth (facility, sangha, programming)
- Increased fundraising activity / [a more sophisticated strategy]
- Increased focus on fundraising above current capital improvement fund
- Create capital campaign for building expansion –add capital building improvement
- Commitment to supporting market appropriate salaries for staff/guiding teacher/leadership group
- Commitment to staffing at levels appropriate to support growth
- Membership revenue targets and financial goals/ [a more sophisticated strategy]
- [Nurturing and developing board and staff; supporting board during their service to MZMC]

## COMMUNICATIONS

- Create a strategy that supports our fundraising goals
- Expanded web presence/support that keeps up with changing technology
- Maintain/foster “personal” /live touch
- Solicit sangha feedback in a more regular way and encourage stronger connections within sangha and overall organization; “hears”
- Commitment to retain intimacy of personal communication and efforts to reduce turnover of membership [while being sensitive to a healthy balance of involvement]