

Minutes of Board Meeting

June 19, 2016

Board members present: Wayne Moskowitz, Paul Gilsdorf, Bussho Lahn, Deb Mielke, Jim Niland, Randy Wedin, Karen Davis, Susan Nelson

Board members absent: None

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

Other priests present: none

Other MZMC members present: none

Attachments/handouts: Programs for Mindful living, Proposal from Firm Ground, Making Friends

1. May 2016 Minutes

We will not have May minutes; they were lost.

2. Disclose any Conflicts of Interest

None were disclosed.

3. Friend-Making Discussion

“Friend-making” is an important responsibility of the Board responsibility. As representatives of the sangha, Board members can help deepen and broaden the community of people who know about and support MZMC.

Board members listed some of the techniques they have used to reach out to others:

- If someone expresses interest, ask them if they want to be on the mailing list and get their email address.
- Forward them information about MZMC activities and programs. Admin. has form emails that can be used for this purpose.
- Encourage people to take advantage of our podcasts. Promote podcasts more visibly.
- If someone is interested in visiting, physically meet them and show them around.
- If someone expresses interest but then never follows up, it is OK to hold them to their good intentions and give them multiple opportunities to respond to invitations.

Admin. reported that she plans to add a button on the home page making it easier for website visitors to subscribe to the newsletter.

The Board decided that each member would have an “aspiration” or “goal” for reaching out to a certain number of people. Karen announced that her goal is 10 people. There will be a check-in on progress and success stories at the July meeting. The subject of “friend making” will be discussed again at the August meeting.

4) Facility Development Update

The Board discussed a proposal from Firm Ground. The company was asked to submit a proposal for doing a design study that would look at the phased expansion of MZMC facilities, assuming a total cost for expansion of \$ 400,000 to \$ 800,000. **It was moved (Wayne) and seconded (Bussho) that Firm Ground’s principal be invited to a future Board meeting to further discuss the proposal (passed unanimously).**

Admin. discussed what she learned from her meetings with bankers about potential loans. She learned that a bank would grant a loan based on committed pledges (not on property value). Banks that work with non-profits

are conservative in their decisions, because they don't want to end up in a position where they would have to reclaim property.

The Board discussed the idea of dissolving the Facility Development Committee, thereby getting the full Board more directly involved in facility discussions. There may be a need to have separate/additional Board meetings solely devoted to facility development issues. It was moved (Deb) and seconded (Susan) that the Facility Development Committee be dissolved, with its responsibilities being incorporated into the work of the Board (approved unanimously).

The Board discussed the possibility of establishing a new committee to do pre-Board work on issues related to facility development, friend-making, fundraising, etc.) Further discussion was deferred to a future meeting.

5) Programs for Mindful Living

The Board discussed the proposal on how to deal with administrative work and with payments that priests receive. In order to properly discuss and make decisions on this issue, it was necessary to "invite" the Board of Programs for Mindful Living (PML) to meet jointly with the MZMC Board. (Note: the two Boards are identical.)

In a joint meeting of the PML and MZMC Boards, it was moved (Wayne) and seconded (Bussho) that both Boards adopt the document as policy (with one editorial change in the last paragraph, adding "(if PML)" after the word "Administration" (approved unanimously).

Following this decision, the PML Board meeting was adjourned and the MZMC Board meeting was continued.

6) Fundraising

Admin. reported that the recent appeal went well, and the target goal was exceeded. There was also an anonymous donation that was specifically related to the area of communication support.

The Board discussed the possibility of participating in "Give-to-the-Max Day" (scheduled this year for November 17).

Deb reported on the plans to hold a "Tea Ceremony" event at Como. It will be scheduled for September and/or October (but not the middle weekend). Because of anticipated strong interest, there are likely to be two or three sessions. At each session, there can be eight participants and nine observers. Como charges \$35 when they hold these events; MZMC can set its own price.

7) Membership Committee

Randy reported that three new members will be joining the committee (Rebekah Anderson, Sherri Dunham, and Jason Quick). The first meeting will be held in late June. Admin will circulate a "job description" for the Membership Committee that had been drafted by Randy.

8) Ex-offender Policy

The Leadership Group had discussed the need for a policy that can be applied when an ex-offender wants to join MZMC (an issue that comes up rarely, maybe once or twice every five years). After discussions with three experts, the following policy was developed by the Leadership Group:

- When an ex-offender joins MZMC, all priests will be informed.
- Each ex-offender will be assigned a priest, who will meet with them one-on-one.
- If any Level III sex offender begins a relationship with someone in the community, we will ensure that that person is aware of the offender's status.

The Board was notified of the policy.

In the discussion that followed, it was noted that this policy is consistent with MZMC values and may help ex-offenders with re-entry. It was also noted that victims' sensitivities need to be considered. Priests have been trained in mandatory self-reporting.

9) Administrative Report

As discussed in previous Board meetings, there is a need for additional help (e.g., about 20 hours/month) to focus more attention on communications (e.g., do more paper mailings). Using the anonymous donation recently received, Bussho can be brought in as an adjunct communication staffer on a trial basis. **It was moved (Wayne) and seconded (Karen) to approve the trial, to hire Bussho, and to thank the anonymous donor (approved unanimously).**

10) New Business

There was no new business.

11) Adjourn

It was moved (Wayne) and seconded (Bussho) that the meeting be adjourned (approved unanimously).