**NZC Board of Directors Meeting Minutes**

**December 12, 2021, 12:00-1:30pm**

**Meeting Notification:** Notice was sent out by the President on October 21, 2021 via email. The board confirmed the date and time via email.

**Meeting Location:** Nebraska Zen Center

**Members Present:**

Pam Griffin, President, (2022)

Fergus Hoban, Vice President, (2022)

Vicki Grunwald, Treasurer, (2022)

Scott Rosen, Secretary, (2022)

Annette Jordan, (2022)

**Board Members Absent:**

Tom Millie, (2022)

**Others Present:** Michael Pray, Sarah Neppl, Deb Spicka

**Was a quorum established?** Yes

**AGENDA**

1. Meeting was called to order by Pam at 12:00pm and attendance was taken.
2. Members agreed the minutes from prior board meeting would be circulated and approved via email within the next week.
3. Vicki summarized her Treasurer’s report that was circulated by email on December 10th, 2021. Included was a banking summary YTD for 2021 that broke out revenues and expenses. As of December 10th, 2021 there was $32,916.70 across NZC’s four bank accounts, and the Quicken accounting records reconcile to the bank balances. The $32,916.70 figure does not include the pending $5,000.00 matching donation for the Giving Tuesday campaign, which was received on December 12, 2021. Treasurer noted expenses have been low with many expense having been paid directly by donors. Board voted to approve payment of $1,000.00 to Nonin Chowaney (retired priest), as three monthly payments of his monthly retirement stipend had been missed in addition to the current month being due.
4. Board voted to approve a single class of membership with a standard monthly donation of $125.00, or an alternative monthly donation of whatever amount the individual can afford to give. Membership sign-up online will require a PayPal recurring monthly payment. Pam will write up a description of the membership criteria for posting on the website. Suggested figure of $125.00 was arrived at after debate and discussion of multiple price points and arrangements.
5. Board discussed the pressing need to find a head priest and decisions that need to be made before beginning the search. While other options were discussed, the initial preference would be for a full-time resident priest committed to ritual, daily zazen, regular Sunday services, regular meetings with students, community outreach, and programming such as classes and sesshins. Board discussed the need to offer a respectable living wage and various means to achieve adequate income to ensure the ability to support this level of salary on top of NZC’s other recurring expenditures. The directors discussed solicitation of CSR donations from corporations and family foundations, and other potential grants to fund. The board will also reach out to other zen centers and monasteries for leads or suggestions; Valdene already emailed a small Minnesota monastery with several resident monks, and Fergus and Pam will plan to meet with Kyoki to discuss her suggestions. The possibility of a headhunter was also raised.
6. Board discussed current and future NZC fundraising efforts. Giving Tuesday was a success. Over $7,000.00 was raised, in addition to the matching grant provided by one donor, which is not yet reflected in the Treasury report. Board agreed discussion and planning for an annual fundraiser should be tabled until decisions and consensus have been reached on the broader goals, vision, and direction of NZC, and pending further development of communication channels. Fergus is to provide the board a draft audacious goal/vision by Friday, December 17, 2021, for further review and discussion. Pam will work with Matt Huettner to post information on the website to encourage use of Amazon Smile to generate additional donations.
7. Miscellaneous Items:
	1. Board discussed scheduling more frequent meetings for at least the near future. Pam will propose additional dates.
	2. Board discussed website, Facebook, branding, and general communications. Fergus offered the services of a consultant who can provide the following services to NZC at no cost:
		1. Take over management of existing communication channels and establish an NZC presence on other channels as directed.
		2. Establish brand continuity across the channels.
		3. Work with a future communications committee to create channel friendly content.
	3. NZC hosted its first in person sesshin since early 2020 on Saturday, December 11, 2021. Attendance was light, but positive considering the extremely short notice. Board agreed communication and organization of future sesshins is to be improved. Goal of hosting one sesshin every other month was discussed. Pam said Valdene is willing to come host a longer sesshin in April.
	4. Sunday schedule was discussed, guest teachers are available for two Sundays each month, other two Sundays need to be addressed. Board discussed perhaps offering one Sunday per month with an extended period of zazen in lieu of a dharma talk.

Scott D Rosen

Secretary, Nebraska Zen Center Board of Directors

December 20, 2021

**MEETING SCHEDULE**

Next meeting scheduled for noon at NZC on Sunday, January 9th, 2022.

**ATTACHMENTS FOR THE RECORD**