**Nebraska Zen Center**

Minutes of the Board of Directors Meeting

April 3, 2022

**Meeting Notification:** Notice of meeting made via email to all Directors

**Meeting Location:** Nebraska Zen Center

**Board Members Present:**

Fergus Hoban (2022) Vice President

Vicki Grunwald (2022) Treasurer

George Patenode (2022) Secretary

Scott Rosen (2022)

Annette Jordan (2022)

**Board Members Absent:**

Pam Griffin (2022) President

Tom Millie (2022)

Michael Pray (2022)

The meeting was called to order by Fergus Hoban at 12:55 pm. Attendance was taken and a quorum was present.

**Agenda**

Treasurer Report

Vicki Grunwald presented the current financial and Treasurer activity of Nebraska Zen Center (NZC). Current financial reports were provided by Vicki via email to the Board prior to the meeting. Two items for Board discussion were presented by Vicki as disclosed on the financial reports. First, the previously approved budget of $300 for the purchase of kitchen supplies has been exceeded by $37 due to the purchase of a rice cooker for NZC. Vicki requested and the Board approved the additional $37. Second, Vicki also reminded the Board that Nonin Chowaney’s stipend payment had previously stopped in error and was in arrears during 2021 is now current with the recent payment of $750.00 to Nonin. Additionally, Vicki requested approval of the previously provided NZC Treasurer Roles and Responsibility document. The Board approved adoption of this document and is located in Google docs. Lastly, Vicki stated that Treasury training sessions by her for Scott Rosen has started and will continue weekly.

Communication Committee Report

Annette Jordan discussed the NZC branding and logo options recently created and previously emailed for Board review and approval. The proposed logo chosen was the Zen enso with an image of a mature oak tree in the middle. Two formats were provided of the logo. The reasoning for the proposed logo is that the Zen enso is a well understood symbol of Zen Buddhism with the tree indicating a Midwest location. A proposed color palate was also discussed. The proposed primary color of purple was chosen in that it communicates spirituality, creativity and individuality with a secondary color in the orange and red range that communicates optimism, energy, passion and action. An alternative was discussed of using the former Prairie Wind logo that consisted of a native tall prairie grass graphic without enso. After discussion, the Board voted in favor of adopting the new combined tree and enso logo with previously discussed color schemes as the new logo for NZC. Towards the end of the meeting, though, the vote was tabled for one week so that an outside advisor could be consulted concerning the use of the former Prairie Wind logo instead of the new tree and enso logo.

Annette then moved the discussion to the creation of mailers for the spring fund raiser. The number of mailers was considered based on the effectiveness in raising funds verses purchasing additional envelopes, etc. and time needed in either hand addressing or using printed labels. The decision concerning the number and type of mailers was tabled for the short term. Lastly, Annette discussed the spring fund raiser communications plan. A series of emails will be broadcasted to the NZC email population and that final messaging will sent to the Sangha members whose names will be associated with those emails prior to sending.

Fundraising Through Philanthropy

Fergus provided a discussion topic for the Board of making NZC as a philanthropic target for both fund raising and building relationships with other local non-profit entities. To start this, Fergus notified the Board of his intention to create an advertisement that will develop awareness of NZC for a small group of donors associated with a local private elementary school. The ad would be placed in a fundraising magazine related to an upcoming annual gala fundraising event. Fergus requested direction from the Board concerning whether the ad will be a general introduction to NZC only or whether it will also include donation and other sponsorship information. The Board discussed but did not reach a decision. Fegus will provide proposed draft ads for the Board’s later consideration.

Guiding Teacher Search

Fegus confirmed with the Board that he has a meeting scheduled with a potential guiding teacher, Daishin McCabe, for April 18th at Daishin’s residence in Ames Iowa. During this meeting, Fergus, on behalf of the NZC Board of Directors, will be presenting an employment package to Daishin for his consideration on becoming the new guiding teacher for NZC. Fegus requested direction from the Board concerning Fergus’ level of intent of the meeting, meaning whether the intent of the meeting is an invitation for Daishin to apply for the guiding teacher position at NZC or whether the meeting is an offer of employment. After discussion it was decided that Fergus should be clear with Daishin that, even though ultimate hiring decision is with the Sangha, the position is his if he so chooses.

The discussion then turned to other sources of potential guiding teachers and how to recruit and interview. The Board decided to identify a list of potential guiding teachers from existing lists of ordained teachers found on SZBA and Minnesota Zen Center web sites and to write to each teacher with an invitation of employment as guiding teacher.

Buddha’s Birthday Celebration

The annual ceremony and pot luck in celebration of the Buddha’s birthday is scheduled for April 10th. George Patenode confirmed with the Board that rehearsal for the ceremony will take place the Saturday before with Rev. Jodo Cliff Clusin, who will be visiting and staying at NZC for that weekend. Dinner that Saturday night on April 9th is also planned with Rev. Clusin, and will include Pam Griffin, Scott Rosen and George, and possibly other Sangha members as invited via email. George will send an email to Sangha members the week before Buddha’s birthday asking for help with altar setup and preparation for the potluck.

NZC Expansion

Fergus provided the Board an update of the plans for potential NZC facility expansion. Fergus is working with a local architect and the proposed plans have changed as presented from the previous board meeting. The new zendo has a proposed plan that includes a second story with elevator, with a kitchen and four ADA bathrooms with potential shower, in addition to storage space for shoes, etc. The second level could be used for yoga and other activities, such as sleeping quarters for sesshin participants. It seems the City of Omaha now requires only 12 dedicated parking spaces which could potentially be obtained from Augustana Lutheran Church next door. Discussion continued in who and how could start the negotiation with the church for these parking spaces. The total cost of the new proposed zendo would not increase above the current propose cost of $1M even with a second level.

Amendment to the Bylaws

George motioned to amend paragraph 5.01 *Committees* of the NZC Bylaws by changing the number of Directors that each committee consists of from two to one. This would provide more flexibility due to the number of members currently sitting on the Board. A vote was taken and all Directors present voted in favor of the amendment. George will amend the Bylaws accordingly and provide an amended copy of the Bylaws to the Board with ready.

The meeting ended at 12:50 pm.

**Attachments for the Record**

NZC Branding and Logo presentation

George Patenode, Secretary

Nebraska Zen Center Board of Directors, April 3, 2022