**Nebraska Zen Center**

Minutes of the Board of Directors Meeting

July 10, 2022

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

**Meeting Location:** Nebraska Zen Center and via Zoom video conference

**Board Members Present:**

Pam Griffin (2022) President

Fergus Hoban (2022) Vice President

Vicki Grunwald (2022) Treasurer

George Patenode (2022) Secretary

Scott Rosen (2022)

Tom Millie (2022)

**Board Members Absent:**

Michael Pray (2022)

**Sangha Members Present:**

Daishin McCabe

Ron Semerena

Sarah Neppl

The meeting was called to order by Pam Griffin, President, at 11:38 am. Attendance was taken and a quorum was present. Annette Jordan resigned from the Board after the May 10, 2022 meeting. Daishin McCabe joined Nebraska Zen Center (NZC) as an interim priest on June 15, 2022 and will attend Board meetings only as a non-voting advisor.

**Agenda**

The Board reviewed and approved the Minutes of the NZC Board of Directors Meeting of May 10, 2022. Additionally, the revisions to the NZC Corporation Bylaws, Article 5.01 *Committees* and Article 6.01 *Guiding Teacher Qualifications*, were reviewed and approved by the Board.

Treasurer Report

Vicki Grunwald, Treasurer, presented the current financial reports for NZC. A large donor category to the financial reports was created by Vicki to help the Board monitor contributions. With two yearly fundraisers the contributions are on target for the 2022 fundraising goal exclusive of the large donor figure. With the adding in the large donor figure the overall fundraising amount for 2022 is the highest annual amount ever seen at NZC. Vicki continues to actively scrutinize all debit transactions for any unknown debt obligations caused by the previous NZC bookkeeper and Treasurer and she reported that she has found none since the prior Board meeting. Because of this, Vicki recommended to the Board for the creation of budgeted annual amounts for each Committee. The Board discussed how budgeted amounts would be dispensed by either pre-paid debit card or credit card and the advantages of either. Budget amounts for the Communication and Tech Committees were also discussed. The Board approved the use of annual calendar-year budgets for each Committee with the estimated amounts to be presented for later Board consideration. Vicki will investigate the use of credit cards for each Committee’s use and present her findings at the next Board meeting.

The Treasurer Exception Log was presented for discussion, though Vicki stated that Committee budgets may reduce its importance over time. Due to his recent move, Scott Rosen is now in a better position to obtain the electronic files of the NZC Treasury for his eventual acceptance of the Treasurer position. Vicki also discussed the temple expansion log that she created and whether we should be tracking the number of participants at Sunday services, etc. Daishin encouraged the use of the expansion log for tracking members.

Communication Committee

Pam presented an update of activities of the Communication Committee by stating that the Committee has rearranged the presentation of the NZC website by including space for Daishin’s teaching posts and other content by him including links to Daishin’s Dharma Fields sangha. The process of investigating and defining an identity for NZC that will be used for marketing is still under development by the Committee. The outside consultant who creates social media content had recently moved to Omaha and will be available to create photo and video content. What content that should be created is depended on the identity branding. A membership drive via an email campaign will start at the end of July or early August with the goal of 20 new members.

Tech Committee

Mike Pray states that he and Eric Thrasher meet monthly to discuss Tech Committee matters. They have created a spreadsheet of the different active/inactive accounts and email addresses for NZC and who has access to which account, and the different payment schedules for each one. Along with the other Committee member, Matt Heuttner, they are creating a process for account recovery in the event an access member should leave NZC. The Committee is also in the development of an IT charter. The advantages of Slack use by Board members was also discussed.

Priest Search

Pam sent materials to the Soto Zen Buddhist Association (SZBA) related to the continued search for a fulltime Guiding Teacher for inclusion into the SZBA newsletter. Daishin presented the name and background of one potential candidate for consideration of Guiding Teacher. Pam also stated that she emailed the American Zen Teacher Association for references of any available teachers and will also contact large Zen centers for any leads.

NZC Expansion

Fergus Hoban stated that there has been no progress since the previous Board meeting concerning the proposed expansion of NZC. The plans may involve a smaller zendo than previously proposed.

Miscellaneous

George Patenode, Secretary, expressed the need to start his training of others for Sunday morning doan. Various Sangha member names were provided by Pam for potential training. The potential of NZC joining the Compost Club and allowing neighbors and Sangha members to drop off compost was updated by Vicki who said that Augustana Church already has a compost site nearby and so NZC was not considered for an additional site.

Vicki also provided an update to her investigation of an outside auditor to examine the treasurer records. Vicki reported that the expense involved by NZC would not be offset by any financial gain and recommended no action in obtaining an outside auditor. The Board accepted this recommendation.

The Board received a request concerning the interment at NZC of funeral ashes for Nonin Chowaney after his death. Rev. Chowaney was the founder of the Order of the Prairie Wind and Heartland Temple and was the resident Guiding Teacher and abbot at NZC prior to his retirement in 2016. The Board accepted this interment request and discussed the need of an ancestors’ altar. There was also a short discussion concerning the memorial service for a recently deceased Sangha member.

The meeting ended at 12:45 pm.

George Patenode, Secretary

Nebraska Zen Center Board of Directors, July 10, 2022