

Cedar Rapids Zen Center – Jikyouji

MINUTES – Sangha Meeting – November 26, 2017 – Convened at 10:38 AM

Called to order by President Douglas Gustafson

Present: President Douglas Gustafson, Treasurer Myoho Kendall, Secretary Kelly Kruse, Resident Teacher Zuiko Redding, Jennifer Day, Lauren Manninen, Brian Merrick, John Rathbun, Julie Shaw

COUNCIL was held.

MINUTES of 22 October – Motion to approve by Zuiko – Second by John – Carries

PRACTICE REPORT – Zuiko Redding - See Appendix A

TREASURER’S REPORT – Myoho Kendall – For 3rd Quarter Financial Report, See Appendix B

Accounts as of 11-25-17

Checking (Hills)	\$2,693.10			
Savings (Hills)	\$7,228.55			\$9,921.65
N. T. F. Savings (LACCU)	\$7,719.07			\$7,719.07
CD	\$10,523.84	07/16/18		\$10,523.84
CD	\$22,977.63	04/12/19		\$22,977.63
CD	\$29,509.40	05/25/19		\$29,509.40
CD	\$22,030.21	06/03/19		\$22,030.21
Mutual Funds (ING)	\$35,365.72			\$35,365.72
Grand Total				\$138,047.52

BUILDING AND GROUNDS REPORT – Zuiko Redding

If you see something that needs attention, let us know. If you’d like to do something about it, let us know that, too. Then do it. We need everyone’s eyes out there.

Work Day – Was postponed because of rain. Thanks to Shery and Paul Merritt for trimming the apple tree. We can now walk under it and it should be more welcoming next summer.

Next work days: December 16 We’ll be cleaning for New Year’s.

Pending projects

- Need to get work done on the backup sump pump. The control panel seems to be broken. Zuiko will call Grainger about this in January.
- Garbage disposal – Zuiko called Valenta. It would be about \$200 to re-plumb and around \$400 to install a new garbage disposal. A third option is to do nothing for the moment. Let’s adopt the third option. Motion to do nothing by Zuiko – Second by Lauren - Carries

Projects needing attention

- New porch light is installed but not working as it should. Zuiko will arrange for our electrician, Dan Kibbler, to come look at it. Thanks to Kristian Leitzen and Eric Higgins-Freese for helping with this.

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Finished projects

- New thermostat installed by Eric Higgins-Freese. It's now much easier to re-program when we need to deviate from the usual program. We can also see how much energy we're using each day.
- Garage door opener tracks cleaned and oiled. It stopped working around November 8.

New projects

- Garage door may need replacement in the next few years. Proposals?
- Showerhead

Pending long-term projects – Things that need to get done sometime

- Painting – Woodwork and walls in library, hall, office, Zuiko's room, and stairwell / touch up garage / touch up porch.
- Roof – Long-term plan is to put on a new roof in 2019 or 2020.
- Refinish floors – Would be nice to begin with the zendo and the entry.
- Possible finishing of basement corner into discussion/class space.
- Sealing of basement against moisture

Did we miss anything?

We are still in need of people to help with this area or to take it over.

Communications report – Lauren Manninen

Mailchimp (Currents Stats)_{SEP}

November 2017_{SEP}

352 Recipients (+0 from previous month)_{SEP}

20.4% Opened the email (-2.1% from previous month)

6 People clicked on our 2018 calendar link

Facebook Activity (October 28, - Nov 24, 2017)

Page views: 162 (+84 from previous month!)_{SEP}

New page likes: 7 (-11 from previous month)_{SEP}

New page followers: 29 (-11 from previous month)

Page Reach: 2,164 (+4 from previous month)

Engagements with our posts: 473_{SEP}

Most popular post this month(-ish) – Reached 1440 people, 10 reactions, comments, & shares



Other things of note

- It seems “slice of life” sorts of post gain a lot of traction! Please tag the Zen Center if you post something about us on Facebook.

OTHER BUSINESS – Strategic Plan

- Facilities ideas we've talked about – turn basement and/or attic into a useable space, rearranging things within existing building, new building
- Don't want to burden ourselves with an expensive facility or something that would be too unique to be sold if needed. Buildings are expensive and a lot of work.
- Zuiko has started researching basement moisture – could move discussion area down there to make bigger zendo
- With climate control work, could move library to attic so that there would be dedicated guest space
- Myoho – seeing building differently may lead to ideas for solutions
- John – accessibility!
 - As we age and have things happen to us, meeting in the basement won't work.
 - Brian – list of things to do in future? Have work leader's report, but need to discuss “tipping points” that would force us to move in another direction
 - Ramp costs \$10K-\$20K. Kelly will confirm that with her friend in that business.
 - Bathroom difficult to access, small
 - Expense and hassle of making this place accessible makes a new place seem more attractive
 - Myoho – could meet in a space that is more accessible regularly (once a month or whenever).
 - Lauren has connection to an accessible art space that might be free at some times we would want to use it (The Hive in Czech Village). Has parking.
 - Also an outreach opportunity – people nearby will see us, and it could be less intimidating for first-timers than coming here
 - Could use different places, do a kids' zazen time, etc.
- Next meeting – continued facilities discussion, fold in with increased community presence and culture goals

ANNOUNCEMENTS for CRZC

Monday Night Dharma – December 4, 11, 18 6:30 PM

Baika Practice – December 14, 28

Introduction to Zazen - December 20 7:30 PM

Sangha Meeting – Sunday, December 17 following dharma talk

ANNOUNCEMENTS of other events in the Cedar Rapids Area

Inter-Religious Council Annual Meeting – December 11 6PM, Prairiewoods, \$10 (for dinner)

NEXT MEETING: December 17

Meeting adjourned at 12:02 PM

Motion to adjourn by Kelly – Second by Lauren – Carries

Respectfully submitted by Kelly Kruse

Appendix A:

Practice Report – November 26, 2017



General Impressions

We have good people and good practice. We're small and strong, growing good roots and good branches.

Center Activities

- Introductory evening – Four people came. Myoho did the evening.
- Sunday and daily sitting – Good attendance on Sundays and noon zazen.
- All-day sitting – Five people sat at least part of the day.
- Baika practice – Three people these days. Next meeting is December 14.
- Monday night dharma – We have around five people at the moment. Discussion is good. People have useful things to say and ask good questions.
- Rakusu sewing – We have three people sewing at the moment. Everyone is invited to help. Sewing happens on the fourth Sunday of each month, after sangha meeting. Join us for lunch – bring a dish to pass.

Special Events

- None this month

Sangha Members' Activities

- Lauren gave the reading at the Inter-Religious Council's Thanksgiving service on November 20. Henry Higgins-Freese was an usher.
- Myoho Kendall, Tim Macejak, and Tim Yukl visit the Anamosa group.
- Kelly does the introductory evening.
- Lauren is managing our Facebook page and the two newsletters.
- Myoho is our representative to the Inter-Religious Council.
- Eric is managing our website.
- Gus writes thank-you notes to donors, supplies sayings for the website, and mows the lawn.

Zuiko's Activities

- Talk in Des Moines to retired people's group
- Talk at Vinton-Shellsburg High School
- Participated in meeting of the Department of Corrections chaplains
- November 12 – Sitting at Anamosa – four people
- November 16 – Sitting at Clarinda – four people
- November 24 – Newton – ten people
- Editing translations for Sotoshu and writing for Facebook page, monthly newsletter, and *Ancient Way*

Announcements

- We need people to write for the newsletter. Stories, thoughts, and pictures are welcome.
- New Year's Eve sitting and New Year's Day open house – help needed for cooking and organizing
- Zuiko will be at the Sotoshu board meeting February 7-8
- Precepts Receiving Ceremony – July 7, 2018

Appendix B:

**Cedar Rapids Zen Center
2017 Third Quarter Financial Report**

	Full Year	Full Year	First & Second Quarter	
Income	2016 Actual	2017 Budget	2017 Jan.-Sept.	% of budget
Bookstore/Library - UR	\$415.07	\$300.00	\$219.00	73%
Contributions - UR	\$13,770.51	\$13,500.00	\$13,152.45	97%
Fundraising - UR	\$8,179.94	\$8,500.00	\$3,518.06	41%
Teaching Engagements - UR	\$1,372.00	\$800.00	\$810.00	101%
Practice - UR	\$1,060.00	\$900.00	\$1,485.49	165%
Prison Fund - TR	\$70.00	\$0.00	\$75.00	na
Miscellaneous Income (rebates) - UR	\$15.28	\$100.00	\$33.58	34%
TOTAL REVENUE	\$24,882.80	\$24,100.00	\$19,293.58	80%
Expenses				
Housing				
a. Mortgage	\$0.00	\$0.00	\$0.00	na
b. Maintenance	\$1,601.88	\$1,700.00	\$687.99	40%
c. Renovation	\$0.00	\$2,000.00	\$2,443.90	122%
Insurance (house/org./work comp.)	\$1,633.00	\$2,000.00	\$1,589.00	79%
Utilities	\$2,991.21	\$3,000.00	\$2,728.18	91%
Personnel (health ins./wages/mileage)	\$3,253.99	\$6,600.00	\$4,107.02	62%
Office Supplies & Service	\$2,340.64	\$2,500.00	\$1,064.07	43%
Fundraising	\$608.02	\$650.00	\$659.50	101%
Bookstore/Library (inventory)	\$456.93	\$450.00	\$515.95	115%
Practice	\$2,236.89	\$2,300.00	\$2,215.12	96%
Dharma School	\$0.00	\$100.00	\$0.00	0%
Prison Practice (reimburses bookstore)	\$629.89	\$500.00	\$166.85	33%
Community Support	\$270.00	\$500.00	\$285.00	57%
Miscellaneous Expenses	\$115.00	\$0.00	\$0.00	0.0%
New Teacher Savings (transfers to savings)	\$4,800.00	\$4,800.00	\$3,600.00	75%
TOTAL EXPENSE	\$20,937.45	\$27,100.00	\$20,062.58	74%
Net Budget Excess (Deficit)	\$3,067.93	-\$3,000.00	-\$769	26%

TR = Temporarily Restricted

UR = Unrestricted