

Cedar Rapids Zen Center – Jikyouji

MINUTES – Sangha Meeting – August 28, 2016 – Convened at 10:40 AM

Called to order by President Eric Higgins-Freese

Present: President Eric Higgins-Freese, Vice President Douglas Gustafson, Treasurer Gina Kendall, Secretary Kelly Kruse, Resident Teacher Zuiko Redding, Travis Hunt, Christopher Lui

COUNCIL was held.

MINUTES of 24 July – Motion to approve by Gina – Second by Gus – Carries
Eric will send annual meeting minutes to full board soon.

PRACTICE REPORT – Zuiko Redding See Appendix A

TREASURER'S REPORT – Gina Vavra See Appendix B

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 – none in August.

Next Work Day: September 17

Possible work: Sesshin cleaning, garden work, setsu tip sewing

Pending projects

- Basement sealing – Zuiko will call possible contractors
- Flaking paint on stairway ceiling – does anyone know a good handyman?
- Computer – Take out password on laptop. We have to change it each month and can't remember it. Install iTunes upstairs. Zuiko tried it and it didn't work.

Projects needing attention

- Clean and organize basement – Sally, Denny Novak, and Zuiko will begin this sometime

Finished projects

- Denny and Zuiko finished cleaning and organizing garage.
- Gus looked at garage door – no problems with it

New Projects

- Furnace tuneup – Zuiko will call Colony in the fall
- New runners for porch – one is a bit flimsy

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

- Painting: woodwork & walls in library, hall, office, Zuiko's room, and stairwell / water-damaged areas in kitchen and stairwell – waiting for okay on these areas from Fitz / a few other places downstairs where paint is cracking / touch up garage
- 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

Did we miss anything?

If someone would like to take over as work leader, let us know.

OTHER BUSINESS

Communications – We'll report the Facebook/e-newsletter stats from time to time; we should be sending the draft minutes from each meeting out to the full board.

ANNOUNCEMENTS for CRZC

Monday Night Dharma – September 5, 12, 19 (resumes October 10)

Zen Practice and Tradition – September 13, 20, 27, and Oct 1

All-Day Sitting - September 18

Introduction to Zazen – September 21

Next Sangha Meeting – Sunday, September 25

ANNOUNCEMENTS of other events in the Cedar Rapids area

Children of Abraham – Politics and Religion – September 25 2-4 PM, location TBA

Inter-religious Thanksgiving Service – "Healing Our Divisions" – November 21 6:30 PM, Cedar

Rapids Public Library, Whipple Auditorium – Zuiko will be keynote speaker

NEXT MEETING: September 25

Meeting adjourned at 11:31 AM

Motion to adjourn by Zuiko – Second by Travis – Carries

Respectfully submitted by Kelly Kruse

Appendix A:

Practice Report – August 28, 2016

General Impressions

Let's keep working together to make our Center a steady, lasting place. This is what the Buddha wanted. We don't need to be large or impressive, we need to unfold dharma. Being large and impressive sometimes attracts the wrong people. We want to be here, quietly, in five hundred years.

Center Activities

- Introductory evening – Two people this month. One was a long-time member in for a refresher. Thanks to Kelly for taking care of him.
- Sunday and daily sitting – More people lately. More people signing up for 8:30 Sunday instruction. If you could be available to help with that, please see Zuiko.
- Baika practice – only two or three these days, but we have a good time. Next meeting is August 8 - Thursday
- Study class – meets on Monday evenings at 6:30. We do thirty minutes of zazen, then an hour of discussion. We'll be finishing Hanshan either this week or next. Then we'll take up *The Six Perfections* by Dale Wright. These are six character traits we should cultivate and there is a lot of resource material out there on them.
- All-day sitting – We had five people, with two coming from out of town. Very nice sitting.

Special Events

- None this month

Sangha Members' Activities

Tim Macejak will be working with a young man at Four Oaks (at-risk youth center) in the coming months

Tim Macejak and Tim Yukl are still visiting the Anamosa group.

Gina is serving as our representative to the Inter-Religious Council

Gus finds quotes for the web page

Zuiko's Activities

- August 14 – Sitting at Anamosa
- August 24 – visit to Ft. Madison, Iowa State Penitentiary Buddhist Group
- August 28 – Spiritual Dimensions of Climate Change at Prairiewoods
- Editing translations for the Sotoshu website
- Writing for Facebook page and monthly newsletter

Announcements

- Zuiko will be in Los Angeles for national meetings September 6-10 – need people to cover zazen
- September 8, 22 - baika
- September 18 – all-day sitting

Appendix B:

**Cedar Rapids Zen Center
2016 Second Quarter Report**

	Actual	Proposed	2 nd Quarter	
Income	2015 (Jan.-Dec.)	2016 (Jan.-Dec.)	2016 (Jan.-Jun.)	% of budget
1. Bookstore/Library - UR	\$302.90	\$200.00	\$273.42	136.71%
2. Contributions - UR	\$13,925.88	\$13,000.00	\$6,414.00	49.34%
3. Fundraising - UR	\$6,085.66	\$6,000.00	\$2,483.61	41.39%
4. Teaching Engagements - UR	\$1,269.00	\$800.00	\$872.00	109.00%
5. Practice - UR	\$867.00	\$1,000.00	\$635.00	63.50%
6. Prison Fund - TR	\$90.00	\$50.00	\$48.75	97.50%
7. Miscellaneous Income (rebates) - UR	\$21.47	\$50.00	\$15.28	30.56%
TOTAL REVENUE	\$22,561.91	\$21,100.00	\$10,742.06	50.91%
Expenses				
8. Housing				
a. Maintenance	\$1,143.37	\$1,200.00	\$228.12	19.01%
b. Renovation	\$0.00	\$4,000.00	\$0.00	0.00%
9. Insurance (house/org./work comp.)	\$1,647.00	\$1,650.00	\$1,633.00	98.97%
10. Utilities	\$3,429.00	\$3,500.00	\$1,540.23	44.01%
11. Personnel (health ins./wages)	\$5,060.04	\$4,600.00	\$3,092.10	67.22%
12. Office Supplies / Admin.	\$2,566.14	\$1,800.00	\$1,178.28	65.46%
13. Fundraising	\$573.72	\$600.00	\$261.28	43.55%
14. Bookstore/Library (inventory)	\$268.40	\$250.00	\$174.52	69.81%
15. Practice	\$2,772.67	\$2,300.00	\$774.46	33.67%
16. Dharma School	\$0.00	\$0.00	\$0.00	0.00%
17. Prison Practice (reimburses bookstore)	\$307.24	\$500.00	\$207.29	41.46%
18. Community Support	\$250.00	\$300.00	\$150.00	50.00%
19. Miscellaneous Expenses	\$0.00	\$0.00	\$5.00	--
20. New Teacher Savings (transfers to savings)	\$4,800.00	\$4,800.00	\$2,400.00	50.00%
TOTAL EXPENSE	\$22,817.98	\$25,500.00	\$11,644.28	45.66%
Operating deficit	-\$256.07	-\$4,400.00	-\$902.00	
Withdrawal from reserves	\$256.07	TBD	TBD	
Remaining cash reserves	\$7,392.35	TBD	TBD	

TR = Temporarily Restricted

UR = Unrestricted

Accounts and Investments

Checking (Hills)	\$1,129.97		
Savings (Hills)	\$6,583.03		
Other Savings (UICCU)	\$5.00	Working Accounts:	\$7,718.00
New Teacher Savings (LACCU)		New Teacher Savings:	\$1,714.88
49-60 mo. CD (UICCU)	4/1/2017	2.13% APY	\$21,469.30
37-47 mo. (UICCU) You pick month	7/16/2018	2.23% APY	\$10,234.87
37 mo. (UICCU) 1 Time Bump-up*	04/12/19	2.23% APY	\$22,346.69
33 mo. (LACU) 75% CRZC, 25% NTF	05/25/19	2.00% APY	\$28,873.28
Mutual Funds (ING)	44.3% CRZC	55.70% NTF	\$32,243.81
Total Assets:			\$124,600.83

*If interest rates increase during the 37 mo. CD term, the APY can be increased one time to the higher APY rate and will remain at the higher rate until end of the term.

Assets

Cash (Checking & Savings)	\$7,718.00
Short-Term Investments (CDs)	\$82,924.14
New Teacher Savings	\$1,714.88
Accounts Receivable	\$0.00
Interest Receivable	\$0.00
Supplies Inventories	Need to calculate
Contributions receivable	\$0.00
Land, building and equipment	\$60,800.00
Long-Term Investments (Mutual Funds)	\$32,243.81
Total Assets:	\$185,400.83

Liabilities

Accounts payable	\$0.00
Grants payable	\$0.00
Deferred revenues	\$0.00
Notes payable	\$0.00
Long-Term Debt	\$0.00
Total Liabilities:	\$0.00

Net Assets

Unrestricted	\$7,718.00
Temporarily restricted	\$116,882.83
Permanently restricted	\$60,800.00
Total Net Assets:	\$185,400.83

Prison Fund, New Teacher Savings, CDs, Mutual Funds