

Draft Minutes: Jikoji Board Meeting 20131201, 2 pm – 5 pm

If you gave a report at the Board meeting please check what I wrote below and if necessary send me (cliff@jikoji.org) your description of your report and also any documents you would like linked to the draft minutes. A few sentences would be fine. In general send me any corrections to these Draft Minutes.

Oversight Correction: John is promoted to Staff Resident and Shika as of Jan 1 2014, as per Mike's request at the Board meeting and with no objections. There are no financial considerations since the replacement does not impact the budget. {If any one objects: **Board Meeting Will Be Solicited Sunday Dec. 29, 2 pm**, to formally approve promotion of John to Staff level.}

Draft Minutes: Jikoji Board of Directors Meeting December 1, 2013

Present: All Board Members (Doug, Cliff, Jen, Dan, Edith, Meido, Greg), Hollis as bookkeeper, Bryan as Treasurer by phone, Mike, Jerry, John Lowney, Sharon, John, Kendra by phone, Chris late

Call to order, introduction and selection of facilitator: Doug Jacobson

Summary of Actions:

Approved the attached Minutes for the June 9 2013 Board meeting, also linked as [Minutes from 20130609](#)

Reviewed [Jikoji Budget Matters and Actuals](#), through the first half fiscal year of 2013-2014 (May 1-Oct. 31, 2013) relative to prior financial reports

Reviewed and Approved [Endowment Fund Policy](#)

Reviewed and Approved Ethics Committees Policy [link or document to be provided by Dan] for prospective rentals to non 503 groups

[Policy and Procedures](#) manual (July 2013) is available, interested residents and employees are invited to download it

Strategy Committee formed responding to [Shika Issues](#), John L as chair with Doug, Bryan, Hollis and Jen

Oversight Correction: John is promoted to Staff Resident and Shika as of Jan 1 2014.

Selection of Facilitator: Doug Jacobson

(1) Call to order and introductions

(2) [Minutes from 20130609](#) approved (subject to later correction of errata and provision of links to related documents)

(3) Resident Teacher and Practice Committee Report

Appreciation and thanks particularly for all who contributed during his absence for family business

Requests that John be given Staff status when he and Greg jointly assume Shika duties in January 2014

Ongoing practice includes sesshins, daily and Sunday practice, resident community work, and communications with all.

Rohatsu starts tomorrow, followed by

- February 10 - 16: Nehan-e Sesshin - led by Angie Boissevain
- Feb. 10 - April 13: Winter Practice Period (Ango)
- April 7 - 13: Tanjo-e Sesshin - Monday to Sunday, led by Ian Forsberg
- April 13 afternoon: Buddha's Birthday Celebration - 12:30pm - 3pm, lunch, ceremony and party celebrating the birth of the Buddha
- June 1, 2 pm, Board Meeting, Open to Sangha and Interested Parties
- June 6 - 8: Genzo-e Sesshin with Santa Cruz Zen Center, led by Kokyo Henkel
- July 26 - 28: Kobun Memorial Sesshin

(4) Residents Report: Discussed Status of residents and issues particularly relating to Jikoji's small and fragile community. Strongly recommended policies to encourage more long term residency and more stable resident community

(5) Shika Report, [Shika Issues](#), read by Hollis with later comments from Chris and discussion leading to formation of Strategy Committee

(6) Finance Report, from Hollis and Bryan (by phone), reviewed [Jikoji Budget Matters and Actuals](#), through the first half fiscal year of 2013-2014 (May 1-Oct. 31, 2013) relative to prior financial reports

(7) Facilities and Maintenance Reports were skipped, except for comments in context of other items

(8) Ethics committee by Dan reported on several smaller meetings and the first full committee meeting just prior to the Board meeting. Reviewed and Approved Ethics Committees Policy [link or document to be provided by Dan] for prospective rentals to non 503 groups. Dan will provide relevant documentation or links.

(9) Animal Welfare

-that two new cats be added in 2014 provided that the majority of residents are in agreement and agree to share care, and that issue and/or final agreement will be discussed at a Residents Meeting in the spring of 2014;

-a Mission Statement was read and proposed;
-the committee will prepare a page of procedures for the procedural/employees manual as was noted on the agenda of topics passed around.

(10) Publications work report by Cliff described transition in process for the email distributions (completed), ongoing work on a new website (in process, by Jonathan and Robyn), and audio dharma talks site and distribution, all championed by Joe Hall who has done virtually all of the coordination. Judy Cosgrove's forthcoming book of sesshin talks is nearing completion.

(11) Archives progress was reported by Hollis. A book of Kobun's calligraphy is near publication (by White Pines Press?), a significant magazine (name?) selection of work will be out this month, a disk of Kobun's sesshin talks (Denko-e 1986?) has been processed and is being transcribed. (?)

Next Meeting: Sunday June 1 2014, 2 pm.