

## **Minutes Floating Zendo Business Meeting 25 March, 2008**

### **Present:**

Angie, Julian, Jane, Carolyn, Diana, Britt, Wendy, Russ, Dan , Ritu

### **Actions items remaining from last Business Meeting:**

dl to present follow-up of her proposal for dana for sensei, clarification is needed on calculating dana for Sesshin

### **Russ – Finance**

Russ presented 2007 closing balance sheet and 2008 YTD and projected figures. Our expenses will exceed income this year. Concern was expressed about spending down our reserve. The financial prospects for the 2008 August sesshin were touched on. Wendy reported there are discussions ongoing between donnalynn and Jikoji about the amount they will charge FZ. donnalynn and Wendy will report back with projected costs, which will be less than the Carmel sesshins. Russ will continue to monitor expenses throughout the year and report to next Business Meeting. The sangha can make adjustments as necessary to its discretionary expenses, such as advertising.

We would like to create letterhead for thank you notes and other official sangha correspondence.

**Action Item:** Angie will look for one of her poems for Russ to use in the thank you notes.

**Action Item:** Russ will consult with donnalynn about printing letterhead

**Action Item:** Angie will submit receipts to Russ for her at-home printing expenses (paper and ink cartridges)

**Action Item:** Costs of sesshin and proposed registration fees will be worked out by Wendy and donnalynn n and presented to the Sangha at the next meeting.

### **Dan – Website**

We discussed functional addresses again. Dan has created these functional addresses:

[secretary@floatingzendo.org](mailto:secretary@floatingzendo.org)

[sesshin@floatingzendo.org](mailto:sesshin@floatingzendo.org)

[studygroup@floatingzendo.org](mailto:studygroup@floatingzendo.org)

[sensei@floatingzendo.org](mailto:sensei@floatingzendo.org)

With the exception of sensei's Floating Zendo email address, the emails are currently accessed via Floating Zendo's Yahoo group web site. Dan will try to change this so all

Floating Zendo functional addresses are linked to the email account of the individual holding that position.

Dan asked to be kept up to date on changes/additions to be made to the FZ calendar.

WikiPedia is creating an entry of Bay Area Zen teachers, Angie being one of them.

**Action Item:** Dan will (try again to) link these Floating Zendo functional addresses to the email account of the individual holding that position:

[secretary@floatingzendo.org](mailto:secretary@floatingzendo.org)

[studygroup@floatingzendo.org](mailto:studygroup@floatingzendo.org)

**Action Item:** Wendy to forward the name of the shika to Dan once the role has been filled so Dan can link their email account to [sesshin@floatingzendo.org](mailto:sesshin@floatingzendo.org)

**Action Item:** Angie will approve a photo of herself to be loaded onto the Wiki entry for her. Dan will forward that photo to the Wiki people.

**Action Item:** Jane will research how other sangha's use their website for dana – maybe FZ will want to add a donation button to the floatingzendo.org website. Jane will report back at next Business Meeting.

**Action Item:** Julian will research how to add a donation button to the website (ie use PayPal?) and will report back at next Business Meeting.

### **Ritu – Outreach Proposal**

There are two opportunities (at least!) for FZ to reach out to our larger sangha.

Hungry Ghost Ceremony – invite sangha members to donate food to be collected at the ceremony. Ritu will coordinate bringing the food to a shelter.

Prison Outreach Program – Ritu asked if there is interest in the sangha to visit local prisons and jails. We might offer meditation instruction. She is looking for support for this idea. Jane and Julian both expressed an interest in participating.

**Action Item:** Angie will provide Ritu with Berget's contact info to find out about assuming the program Berget's group has been supporting and is looking to let go for now.

### **Wendy – Newsletter**

Upcoming edition is the Sangha edition, with contributions of writing and art work from sangha members.

There will be an invitation published in the newsletter for members to submit ideas for a FZ logo. The logo will be chosen by the FZ Officers.

Russ' daughter, Brittney, has generously agreed to do the layout for the newsletter!!

**Action Item:** Carolyn will serve as editor of the Sangha Edition newsletter

**Action Item:** Carolyn will draft an email for Britt to send to sangha, soliciting contributions to the Sangha edition

**Action Item:** Britt will send the email to sangha, soliciting contributions to the Sangha edition

**Angie – Grace Schireson’s retreat**

Angie encourages us to participate in this retreat with her, which will be held again this summer, 10 – 14 July. Retreat leaders will be:

Angie – leading a writing workshop

Miriam Levering – will share her work discovering and translating ancient Chinese women teachers

Grace – will share her work researching women’s position in the dharma – ancient and current times

Darlene Cohen – will teach zazen based on her extensive research and very deep understanding of the body and how to be comfortable in zazen

There’s a swimming pool, country walks, lots of zazen in a beautiful setting.

**Action Item:** Jane will draft an email for Britt to send out inviting sangha to join Angie and the other teachers at this retreat – Jane to copy Dan

**Action Item:** Dan to post the email text as a blog entry on the FZ web site, to be left up till July.

**Jane – April Opening**

Jane and Britt will split the Tuesdays between them

**Action Item:** Jane to email Britt to work out details.