

## Cedar Rapids Zen Center – Jikyouji

MINUTES – Sangha<sup>1</sup> Meeting – November 24, 2019 – Convened at 10:50 AM

Called to order by Myoho Kendall

**Present:** Secretary Kelly Kruse, Treasurer Myoho Kendall, Resident Teacher Zuiko Redding, Lisa Morgan

**COUNCIL was held.**

**MINUTES of October 27 Sangha Meeting** – Motion to approve by Zuiko – Second by Myoho – Carries

**PRACTICE REPORT – Zuiko Redding** - See Appendix A

**TREASURER’S REPORT – Myoho Kendall**

### **Accounts as of 11-23-19**

Checking (Hills) \$3,339.41

Savings (Hills) \$3,740.98

Savings (LACU) \$2.13

Savings (UICCU) \$5.75

NTF Savings (LACU) \$6,005.36

CD (UICCU) 2.67% \$24,118.76 09/24/20

CD (LACU) 2.82% \$33,788.46 11/30/20

CD (LACU) 2.67% \$22,983.10 06/04/20

NTF CD (LACU) 2.82% \$11,705.55 05/03/21

CD (UICCU) 3.26% \$11,138.69 06/17/23

Mutual Funds (ING) \$41,135.03 (Split 55.7% as NTF and 44.3% as CRZC)

**Total \$157,963.22**

The total amount within the NTF \$40,623.12 (NTF Savings + CD + Mutual Funds)

New Teacher Fund is in good shape.

### **BUILDING AND GROUNDS REPORT – Zuiko Redding**

Myoho’s work list is at the back of the shelves in the entry for people to refer to. If you find things that need to be done, either let Myoho or Zuiko know or write it on a sticky note and attach it to the list.

Work day – We cleaned the fridge, took care of mold stains in the entry refilled the sump pump battery, fixed the bathroom cabinet door, covered the porch furniture for the winter, and tidied up the front gardens and lawn. Thanks to Pete, Myoho, and Zuiko.

- Next Work Day: December 21

Active projects

- Re-cover dining chairs with material from Jenn

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<sup>1</sup> A community of Buddhists that practices together. Also used to mean the community of all Buddhists in the world.

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- Refinish basement table.
- Getting new kitchen rugs – Zuiko will look at Target, Home Depot, Menard's, and Five Below
- Porch furniture – Myoho is working on cleaning the porch chair cushions

Projects needing attention – possible work day items

- Install new top on exterior stair rail.
- Wash front of house.

Finished projects

- Sanded cabinet door in downstairs bathroom.
- Topped off water in auxiliary sump pump battery.
- Porch furniture covered.
- Vinyl windows sprayed with Armor All to loosen them up.

New Projects

- Need new stool for the entry. Zuiko is looking for one online.
- Zuiko is returning one of our captain's chairs to its former owner, Deb Rogers. She purchased a replacement chair from ReStore.

Periodic projects

- Pour vinegar into furnace water exhaust tube – every 2-3 months – January, 2020
- Change furnace filter – January, 2020

Pending short-term or small projects

- Purchase six-foot shelf boards for basement. Need three. – Zuiko will investigate at Habitat
- Check status of roof – shingles are beginning to chip
- Plane doors in office and library so they will shut.
- Replace back gate by garage.

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

- Porch - clean and paint porch floor
- Painting - Woodwork and walls in library, hall, office, Zuiko's room, and stairwell/touch up garage/ touch up porch, paint porch deck
- Fix ceiling in bathroom and probably Zuiko's sitting room. The plaster is falling down. Zuiko will contact Roger Brecht who did the kitchen for us for an estimate and possible work. Put off until next March.
- 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<sup>2</sup> and the entry
- Garage door may need replacement in the next few years,
- Explore possibility of making the Center handicapped accessible.
- Replace fence on alley and possibly on side of house.
- Inspect and take care of gaps in limestone on foundation

Did we miss anything?

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

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<sup>2</sup> Meditation hall

**Communications Report** – Lauren Manninen

**Mailchimp**

November 2019

452 Recipients (+4 from previous month)

16.5% Opened the email

74 opened from email

16 read newsletter from Facebook posting

**Facebook Activity November 2019**

**Page views:** 70 – Down from last month, unsure why.

**Page likes:** 711 +2 from last month

**Page Reach:** 2,129

**Engagements with our posts:** 293

**Most popular post this month** – Reached 728 people, 78 reactions, comments, & shares



**NOVEMBER SUCCESSION PLAN REPORT**

1. A Succession Committee meeting was held on Nov 1, 2019. The following are brief notes about what was discussed at the meeting. Full minutes are posted on the drive.
  - a. Writing a job description was discussed. Myoho has written the first draft of the job description based on Zuiko's outline of her duties. The committee is now reviewing the draft, and will make changes with any improvements.
  - b. Both Hoko and Tonen responded to an inquiry of the Advisory Committee about finding a candidate and posting the job. The committee is using this advice to work on the job description and start to post the job.
  - c. It was discussed that we would probably not get a large turn-out of candidates from simply posting online. The committee will take Hoko's advice and start advertising and inquiring on listservs. The opening should also be posted on the CRZC website.
2. The next Succession Committee meeting will be Jan 3, 2020.
3. Discussion at Sangha Meeting – "Interim Pastor" idea.

**ANNOUNCEMENTS for CRZC**

Monday Night Dharma<sup>3</sup> – December 2, 9, 23, 30 6:30 PM

Baika<sup>4</sup> Practice – December 13, 27

Rohatsu Sesshin<sup>5</sup> – December 6-8

Introduction to Zazen<sup>6</sup> - December 18 7:30 PM

Sangha Meeting – Sunday, December 22 following dharma talk

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<sup>3</sup> The nature of reality; Buddhist teaching

<sup>4</sup> Buddhist singing and percussion instrument practice

<sup>5</sup> Silent meditation retreat

<sup>6</sup> The style of meditation we do at our Center, "just sitting"

**NEXT MEETING: December 22**

Meeting adjourned at 11:43 AM

Respectfully submitted by Kelly Kruse

**Appendix A**

**Practice Report – November 24, 2019**

**General Impressions** – I will be stepping down as teacher on December 31, 2021. There's nothing special about this date – I just wanted to give the Succession Committee a date to aim for in their efforts. I thank everyone for making this a fine practice. I will continue to be around as a resource, but I want to devote more effort to writing and doing other things.

I also am planning to discontinue the Zen Practice and Tradition course. It seldom has more than one or two participants and I'm feeling I could use my time more productively doing other things. If someone would like to take this on, I would be happy to be a resource and a support.



**Center Activities**

- Introductory evening – one person came and Kelly did the teaching.
- Sunday and daily sitting – Attendance on Sundays is a bit down. Weekdays have picked up.
- Baika practice – Three people these days. We have a steady group.
- Monday night dharma – We have five or six people. Discussion of *Every Moment is the Universe* is lively.

**Special Events**

- All-day sitting – just Myoho and Zuiko.

**Sangha Members' Activities**

- Kelly teaches the introductory evening
- Tim Macejak, Tim Yukl, and Myoho visit Anamosa. Myoho and Cheolsoeng Doug Gentile visit Newton. Zuiko will visit Newton in November to help Cheolsoeng with a precepts ceremony. Daishin visits Ft. Madison.
- Lauren manages our Facebook page and the two newsletters
- Eric manages our web page and does technical support for our system.
- Gus writes thank-you notes to donors, supplies web site sayings, and mows the lawn.
- Amy is our Inter-Religious Council representative.

**Zuiko's Activities**

- Visited Anamosa on November 10.
- Talk to Mt. Mercy class on November 13.
- Assisted with precepts ceremony at Newton November 16.
- Visited Ft. Madison on November 28.
- Writing for Facebook page, monthly newsletter. *Ancient Way* has been discontinued.
- Working on book on "Eight Awakening Points of Great People" to be published by Sanshinji's Dogen Institute.
- Secretary of Sanshinji's board of directors.

**Other Items**

- Amy will be giving the reading at the Thanksgiving service on November 25 – People's Church at 7:00 p.m.
- Zuiko will lead all-day sitting at Anamosa on December 5.
- Rohatsu sesshin is coming on December 6 – 8. This year it will be a virtual sesshin. People can sign up to sit at home.
- New Year's is on the horizon. There will be sitting on New Year's Eve and a ceremony and open house on New Year's Day. Would like to encourage people to bring treats for the open house.