

Cedar Rapids Zen Center – Jikyouji

MINUTES – Sangha Meeting – May 27, 2018 – Convened at 10:50 AM

Called to order by President Douglas Gustafson

Present: President Douglas Gustafson, Treasurer Myoho Kendall, Secretary Kelly Kruse, Resident Teacher Zuiko Redding, Mark Ahlstrom, Lauren Manninen, John Rathbun, Julie Shaw

COUNCIL was held.

MINUTES of Annual Meeting – Should be ready for review by next meeting

PRACTICE REPORT – Zuiko Redding - See Appendix A

TREASURER’S REPORT – Myoho Kendall

- Already approved rolling over maturing CD
- Zuiko reminded us that we get free office supplies when people donate old printer cartridges – for future printer purchase, EcoTank?
- See Appendix B for 1st Quarter Financial Report
- Motion to accept report by Julie – Second by Gus – Carries

Accounts as of 5-26-18

	Checking (Hills)	\$1,420.06		
	Savings (Hills)	\$10,732.90		
				\$12,152.96
	N. T. F. Savings (LACCU)	\$10,130.56		\$10,130.56
	CD	\$10,641.18	07/16/18	\$10,641.18
	CD	\$23,233.84	04/12/19	\$23,233.84
	CD	\$29,802.20	05/25/19	\$29,802.20
	CD	\$22,249.35	06/03/19	\$22,249.35
	Mutual Funds (ING)	\$36,129.11		\$36,129.11
			Grand Total	\$144,339.20

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 weeded, mulched and tidied up in the back and front yard. Thanks to Myoho, Sally, Gus, and Zuiko.

Next Work Day: June 23. Let's stuff zafus.

Active projects – things actively being worked on

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- Julie has looked into boards for the top of the railing on the concrete steps. For a 1 x 6 x 12' board (which should be sufficient to replace the entire lower handrail), the prices ranged between \$53.00 for an off-brand and \$72.00 for Trex brand. "Trex" brand and other composite materials are pre-colored and woodgrained. We can choose whatever color we would like. Motion to purchase by Kelly – Second by Mark - Carries
- Need to get work done on the backup sump pump. The control panel seems to be broken. Nadine is working on this. If not fixable, there is a newer water-pressure-based option.
- Fix ceiling in bathroom and possibly 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.
- Get estimates for sealing basement. Nadine is working on this.

Projects needing attention

- Peeling paint on the wall of the downstairs bathroom cabinet.
- Caulk discussion room ceiling.

Finished projects – Nothing this month.

New Projects – Nothing this month.

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, paint porch deck.
- 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
- Garage door may need replacement in the next few years

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

May 2018

377 Recipients (+14 from previous month)

18.4% Opened the email (-1.4% from previous month)

69 opened from email

35 read newsletter from Facebook posting

Facebook Activity May

Page views: 48

Page likes: 661 +6 from last month

Page Reach: 1,914 trending up



Engagements with our posts: 217 trending up
Most popular post this month – Reached 453 people, 65 reactions, comments, & shares

Will announce new website, ask Eric if change in visitors

NEXT MEETING – Center Administration

ANNOUNCEMENTS for CRZC

Monday Night Dharma – June 4, 11, 18, 25 6:30 PM

Baika Practice – June 14, 28

Introduction to Zazen - June 20 7:30 PM

Sangha Meeting – Sunday, June 24 following dharma talk

NEXT MEETING: June 24

Meeting adjourned at 11:40 AM

Motion to adjourn by Kelly – Second by Myoho – Carries
Respectfully submitted by Kelly Kruse

Appendix A:

Practice Report – May 27, 2018

General Impressions

We seem to be steady and stable.

Center Activities

- Introductory evening – No one came.
- Sunday and daily sitting – Attendance on Sundays has picked up. Evening and noon zazen still sparse.
- All-Day sitting – Just Myoho and Zuiko. Sitting was quiet and peaceful.
- Baika practice – Three people these days.

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- Monday night dharma – We have around five people. We're on the last chapter of *The Six Paramitas*.
- Rakusu sewing – Four people are sewing now and all should be done by July. Mark Ahlstrom has begun sewing okesa but we've not set a date for novice ordination.

Special Events

- Rev. Shumyo Kojima came from Zenshuji in Los Angeles to lead a baika workshop on May 22. Six people attended and the singing was wonderful. Rev. Kojima was impressed with our temple and our sangha. He hopes to return.

Sangha Members' Activities

- Myoho Kendall, Tim Macejak, and Tim Yukl visit the Anamosa group. Daishin McCabe visits Ft. Dodge and Barton Reese visits Newton.
- Kelly teaches the introductory evening
- Lauren manages our Facebook page and the two newsletters
- Myoho represents us on the Inter-Religious Council and is taking over some of the buildings and grounds duties.
- Eric manages our webpage and does technical support for our system.
- Gus writes thank-you notes to donors, supplies website sayings, and mows the lawn.

Zuiko's Activities

- May 13 – sitting at Anamosa
- May 24 – sitting at Ft. Madison
- Editing translations for Sotoshu and writing for Facebook page, monthly newsletter, and *Ancient Way*
- Working on rakusu that can be worn by men and women in the Iowa prisons
- Working on book on "Eight Awarenesses of Great People" to be published by Sanshinji

Other Items

- Zuiko will be in Los Angeles for Sotoshu meetings May 29 – June 2
- Daishin will be leading July sesshin and Shoryu will be leading the October sesshin. Zuiko will lead in December.
- Precepts Receiving Ceremony – July 7
- Reuben's Precepts Ceremony – July 29 after zazen
- Jisho Siebert will lead all-day sitting on November 18

Appendix B:

**Cedar Rapids Zen Center
2018 First Quarter Financial Report**

	Full Year	Full Year	First & Second Quarter	
Income	2017 Actual	2018 Budget	2018 Jan.-Mar.	% of budget
Bookstore/Library - UR	\$256.00	\$300.00	\$44.14	14.7%
Contributions - UR	\$16,393.13	\$13,500.00	\$5,006.33	37.1%
Fundraising - UR	\$8,306.56	\$8,500.00	\$605.86	7.1%
Teaching Engagements - UR	\$1,301.62	\$800.00	\$300.00	37.5%
Practice - UR	\$1,585.49	\$900.00	\$800.00	88.9%
Prison Fund - TR	\$106.00	\$0.00	\$20.00	-
Miscellaneous Income (rebates) - UR	\$1,040.63	\$100.00	\$0.00	0%
TOTAL REVENUE	\$28,989.43	\$24,100.00	6,776.33	28.1%
Expenses				
Housing				
a. Mortgage	\$0.00	\$0.00	\$0.00	-
b. Maintenance	\$956.39	\$1,700.00	\$221.75	13.0%
c. Renovation	\$2,721.12	\$2,000.00	\$0.0	0.0%
Insurance (house/org./work comp.)	\$1,819.00	\$2,000.00	\$1,596.00	79.8%
Utilities	\$3,671.27	\$3,000.00	\$1,133.88	37.8%
Personnel (health ins./wages/mileage)	\$5,732.64	\$6,600.00	\$2,219.08	33.6%
Office Supplies & Service	\$1,522.53	\$2,500.00	\$1,086.83	43.5%
Fundraising	\$966.88	\$650.00	\$31.35	4.8%
Bookstore/Library (inventory)	\$500.05	\$450.00	\$134.50	29.9%
Practice	\$3,904.80	\$2,300.00	\$1,101.82	47.9%
Dharma School	\$0.00	\$100.00	\$0.00	0.0%
Prison Practice (reimburses bookstore)	\$638.36	\$500.00	\$493.33	98.9%
Community Support	\$285.00	\$500.00	\$200.00	40.0%
Miscellaneous Expenses	\$0.00	\$0.00	\$0.00	-
New Teacher Savings (transfers to savings)	\$4800.00	\$4,800.00	\$1,200.00	25.0%
TOTAL EXPENSE	\$27,518.04	\$27,100.00	\$9,418.54	34.8%
Net Budget Excess (Deficit)	\$1,471.39	-\$3,000.00	-\$2,642.21	88.1%

TR = Temporarily Restricted

UR = Unrestricted