

**San Francisco Zen Center
Board of Directors Meeting
November 20, 2019, City Center Sangha Room
Minutes**

Present: Helen Degenhardt (chair), Margie O'Driscoll (co-chair), Eli Brown-Stevenson, Linda Galijan, Ivan Gallo, Maitri Goonewardena, Tova Green, Emily Hildore, Kathy Hyland, George Kellar, Marcelo Marer, Brian Marshall, Greg McClune, Diego Miglioli, Piper Murakami, Joe Rodriguez, Ed Sattizahn, Fu Schroeder, Carla Walter, Dan Zigmond, David Zimmerman

Guests: Craig Neyman, Margaret Syverson

Absent: Julia Ten Eyck, Jody Greene

Minutes of September 2019 were approved with two amendments. George moved, Joe seconded.

Miscellaneous Business: (Helen presented)

- Helen gave a preview of the 2020 Board Calendar
- After Joe leaves the board at the end of this year Dan will be the new chair of the Governance Committee
- The Board Leadership Group (BLG) conference calls include the Board chair, co-chair, and Committee chairs.
- The January 20, 2020 half-day retreat will focus on the Board's priorities for 2020. It will be a "board leadership meeting" without officers.

Abbots' Reports

- Central Abbot Ed Sattizahn spent three weeks in Japan. He is focusing on the Capital Campaign and Enso Village.
- Green Gulch Farm Abiding Abbess Fuyu Schroeder mentioned that work is being done on the ashes site. They need a new farm manager. Main potential environmental threats to GGF are fire and possibly water.
- City Center Abiding Abbot Tenzen David Zimmerman is continuing to lead the Fall Tassajara Practice Period. He mentioned the curriculum work he and Linda Galijan are doing with Peg Syverson (see the President's report below). He also noted that City Center will offer two 3.5-week intensives this winter instead of the usual 9-week practice period.

President's report (Linda Galijan was joined by Peg Syverson, consultant)

Linda introduced the work she, David Zimmerman, Sara Tashker, and Tova Green have been engaged in with consultant Peg Syverson on Curriculum Development. Zen training is the key strategy to addressing SFZC's increasing challenges around staffing and continuity of long-term residents appropriate to fill senior positions. She reported on the vision for SFZC's curriculum and the development of a curriculum for new students (Work Practice Apprentices, or WPAs). Linda sees this work of clarifying SFZC's training as an investment that will support students to stay.

Peg gave a report on the scope of the training being planned for WPAs and on her experience with evaluating the effectiveness of learning experiences through The Learning Record. Six elements of the WPA training were identified. The ultimate goal of the training is for students to integrate those elements and receive a certificate of participation when they complete the training.

In the discussion that followed it was suggested that a half-time staff position (“dean of studies”) be created and put in the 2021 budget to manage the details and coordination of the WPA training at all three centers. We may need a learning management system; Carla has experience with this. A vision for communication about the training is also needed.

Linda will present an update/progress report during the February board meeting.

Investment Committee: Craig Neyman presented a report on how endowment funds are being managed and on how they are growing. We are now investing 45% of the endowment in SRI funds.

Finance Committee: Emily and George presented.

FY20 YTD review— total income approximately \$142K below budget, and total expenses \$84K below budget.

Governance Committee: Joe reported that the search committee interviewed two candidates, both young women with impressive achievements.

- A motion was made to invite Angela Ni to join the board; Margie moved, and Eli seconded. All approved. Angela will fill Marcelo’s one-year board position and Marcelo will move to Joe’s position for a three-year term.
- The board also voted to reappoint Jody Greene, Greg McClune and Carla Walter to additional one-year terms. Margie moved, Dan seconded, all approved.
- The Board also agreed to be flexible about the requirement that new board members join a committee during their first year on the board. Instead, they will be asked to go to at least one meeting of each committee to help them and the committee chairs discern which committee they will join.

Third precept revision

Ed presented a revised version of the third precept (regarding not misusing sexuality) that was approved by the Elders Council. This was approved by the board.

Launch of the new website

Diego thanked Marcelo Marer for his support of the new website, which has been soft-launched. All are welcome to visit the website and give Diego feedback.

The board did not meet in Executive Session.