Board of Directors Meeting

26 January 2020

*Attendees: Andrea Chapman, Maya Horio, Molly Kuramoto, Justin Kuramoto, Samantha Ondrusek, Archer Harmon, Mikio Yamashita, Dr. George Tanabe, Rich Wolford, Ken Nakamura, Rev. Hayashi, Jane Blechman, Frank Swithers.*

Opening Gassho

Consent Agenda reports: January retreat and Board meeting write-up.

* ***Motion to accept consent agenda: Molly Kuramoto; Second: Justin Kuramoto. Motion passed unanimously.***

**Regular Agenda**

1. Minister report
2. Presidents’ report
3. Treasurer report

**New Business**

1. Hess property [Maya/BDK]
* Considered acquiring Hess property by focusing on two questions: 1) Do we need it; and 2) Can we afford it?
	+ Under “Need”: Expanding the parking lot at some point is a goal that was tied to Ekoji’s longterm strategic plan.
	+ Under “Affordability”: BDK—with the kitchen and the Hess property, BDK would be able to support up to $500K for both projects. This would not cover the full cost of the Hess property purchase, so Ekoji would need to pay for the remainder.
* After careful consideration, the Board voted not to make an offer on the Hess property. Cost, zoning, and maintenance were cited as the primary factors in the decision. **Motion passed unanimously.**
* Maya will contact Mr. Brooks to let him know that we will not be purchasing.
1. Stewardship group implementation—tips and look-ahead [Andrea]
	1. January group working well. Refreshment set-up/clean-up requires arrival by 1030; usual departure around 1330. Sangha members linger for about 45 minutes after service when we serve refreshments. Best to also have a backup list of tasks for hondo cleanup day; hondo cleaning rarely takes the full hour when you have a large group.
	2. This year will focus on standing up the stewardship program and getting people involved. Next year, can look to expand the program and allow each group to choose a project/gift to the temple. Can introduce this concept at the annual meeting.
2. Interfaith service update
	1. Sun, 29 Mar. 4pm. POC: Yuko Keicho. Will request sangha volunteer for refreshments and promote participation by announcing at service.
3. Tsurus for Solidarity request [Maya]

**Old business**

1. Kitchen renovation update [Maya]
2. Sign update [Archer]
	1. Archer provided two mock-ups from Signorama using the existing design as a placeholder. A one-sided sign with wood-treated posts would cost just over $6000. A 2-paneled V-shaped sign with wood-treated posts would cost around $11,000. Either design would require additional costs for tree- and possible path-clearing, plus electricity to light the sign (probably an additional $4-8K).
	2. Board can request use of trustee funds. Trustees funded first sign, with the money coming from leftover construction funds for the temple.
	3. Archer needs recommendations for tree companies for estimates to clear some of the trees around the existing sign. We can repurpose the existing sign for Ekoji’s property.
3. Membership update [Archer]
	1. 78 members for 2020 (65 full; 13 associates).
	2. Archer is going to start looking at retention—how to attract/keep/why do they leave? Considering a Survey Monkey to current & former members, and to visitors…why have you not joined/why did you leave?
	3. Looking at how to: commemorate members’ important milestones; build a Welcome packet and introduce the Stewardship program (need hardcopy & electronic packets); have our forms professionally done or enhanced for branding purposes; make membership cards and some sort of giveaway.
4. Facilities—volunteers, prioritization (roof?) [Maya]
5. We are still in need of someone to lead the facilities committee and are currently working with seasoned volunteers to generate a maintenance schedule so that we may better prioritize the known issues which to date include a possible roof replacement for Tsuji building, replacing the wisteria trellis, replacing the ceiling in the handicap bathroom and fixing a possible leak, caulking the windows and replacing the fascia board on the entrance to the Temple.
6. Board decided to reject Guardian Fire’s recommendation to replace emergency and exit lights with backup batteries.

Next Board Meeting Date: 16 Feb 0830

Other:

* Molly and Justin Kuramoto will be representing the Board at the BCA National Council Meeting in Seattle, Washington on February 19-22 and will present their report to the Board in March.

Closing Gassho