Board of Directors Meeting (Virtual)

29 March 2020 10:30-12:30

**MINUTES**

**In attendance:**

Rev. Hayashi

Ken Nakamura

Jay Lindenberg

Andrea Chapman

Archer Harmon

Molly Kuramoto

Justin Kuramoto

Joy Aso

Jane Blechman

Maya Horio

Brant Horio

**AGENDA**

1. Opening Gassho
2. Consent Agenda reports: March treasurer reports.
* ***Motion to accept consent agenda.***

**Molly Kuramoto moves**

**Seconded by Archer Harmon**

***MOTION PASSED UNANIMOUSLY***

1. Minister report

Mr. Yamashta called. BDK closed, but he wants to keep in touch with Ekoji, check in on people. He’s back in Chicago. Requests copy of meeting minutes.

-Ekoji has received requests from college students, requesting phone interviews. Rev. Hayashi has responded to students.

1. Temple closure: whether/how long to extend [Maya/Andrea]

Message regarding closure to Sangha should align with Virginia law (closed until further notice, no hard and fast date).

* 1. Virtual meetings/discussions—scheduled and to be scheduled
		1. Virtual services [every Sunday]

-Andrea in charge with uploading to website. Jane to help with sending emails.

* + 1. Ekoji seniors
		2. Book discussion [Sun, 5 Apr—1:15pm, led by Ann and Joran]
		3. Buddhism 101

-Can do on Zoom, but number of participants will have to be limited. Video record whole event, limit to 10, charge for seats? Dispute over charging for seats.

Possible format: Sensei delivers class. Moderator filters questions, and these are answered online afterwards.

PLAN: Need to think about the structure a bit more before coming up with definitive plan. Will discuss potential 101 structures more over email.

 VI. Other groups?

-Dharma school done for year. Virtual check-in for Dharma school? (Maya will look to arrange).

-E-mails to Sangha groups working well (positive response from members)

-Can ask members if they are checking in with each other

-Sangha group Zoom meetings (Board members should let president know, so meeting can be done through the Ekoji account).

-Lady’s group (run by Vicki). Maya will reach out to her.

-Ekoji musicians? (Maya will email Yuko/Marc, see if they want to host a musician meet-up).

-Virtual estate planning seminar? Scheduled for April 26th. 12:30, one hour. Archer in touch with the attorney. Will be done by Zoom.

-April 25: Eastern District meeting. Proposal to waive dues. Eastern District meeting will be virtual.

-Dana levels have been lower. Tough situation, lots of people hurting financially. Can send out some sort of reminder? Maybe not the best idea to ask Sangha members for money, due to everything going on.

-Maya checks on building once per week.

-Federal Stimulus bill has non-profit loans available.

Until need addressed, don’t need federal assistance at this time.

* 1. Upcoming events:
		1. Art Fair

1st Saturday in May. FAIR WILL BE POSTPONED. Maybe do a Holiday fair instead?

Andrea: Artisans having too hard of a time with crafting anything right now (can’t get supplies). Need to postpone the Art Fair indefinitely.

* + 1. Obon

POSTPONED INDEFINITELY (will not happen in July). Obon service will be done virtually.

Maybe reschedule for October? Some sort of fall festival. Ongoing conversation, chance to create some sort of new tradition.

1. Sangha welfare [Maya]:
	1. Status of check-ins and any identified sangha needs;
	2. Phone tree?

-Use stewardship group. If urgent message needs to get out, Board members will be responsible for getting message out to their group.

1. Proposal: Buddhist educational videos [Andrea]

-Eastern District has an educational grant available. Maximum amount is $2,000. Very few people apply, so we should.

-Andrea has prepared a proposal. About $1,400.00 to prepare series of videos, on several different topics.

-If Eastern District doesn’t have the money for this year (budget possibly tight, since Eastern District not collecting dues this year), possible to ask for grant from BDK regarding educational video proposals.

-NEW PLAN: adjust budget for proposal (add in technical needs, such as IPAD pro, faster internet, etc.), and ask for grant from BDK first for education grant (if BDK says yes, we don’t need to ask Eastern District). Andrea will adjust the proposal.

1. Proposal: Nokotsudo policy changes [Joy]

JOY: policy has been reorganized and revised.

typo in the policy for getting niche (should be member of BCA, and voting member of Ekoji. Current policy says you need to be a “voting member of BCA”).

 -Associate members are not eligible for a niche.

 -5 consecutive years as a full member are required.

Policy also changed from unanimous to majority vote for approval for applications.

Committee also revised change in payment of fee, from installment to full payment at time of application. (If application is denied, payment will be returned. Will be clarified in the policy).

Committee is proposing that potential applicants be given June 1 deadline to submit and pay at the old rate. If no response, they will be subject to current fee (several people have asked for information and expressed interest, but have yet to apply).

PROPOSAL AT MEETING: change policy to make associate members eligible.

ISSUES DISCUSSED AT BOARD MEETING:

-small amount of niches available, will not be able to accommodate every member. Reasoning behind limiting to full members.

-Also, price is under market value.

-Legal issues with the State regarding internment of remains. We need to check that the proper paperwork is filed. Archer knows an attorney who has specialization in cemetary/funeral home law. Willing to help us *pro bono*.

PLAN: Final decision regarding Nokotsudo policy changes moved until next Board Meeting.

1. Facilities:
	1. Garden—mulch update

PROPOSAL: Allow up to $600 for Alex to buy mulch.

**MOTION**: Molly Kuramoto

 **SECOND**: Archer Harmon

  ***MOTION PASSED UNANIMOUSLY***

* 1. Fire and security alarms [Maya/Andrea]

-Alarm went off this past week, was a false alarm, and problem is that we have no idea why it went off and had no way to turn off the alarm. Fire department showed up, and set off other alarms in the building which resulted in additional first responders. Will likely result in fines.

-Alarm representative (Louis) thinks the problem is dusty fire alarms. Presidents will do some research into monitoring systems. Don’t need full-on security system, baby monitoring system/Nest should be sufficient. Proposal will be made at next Board meeting.

* 1. Post-COVID quarantine deep clean? Something to think about in the future.
	2. Oil tank disposition [Maya]

-Nothing decided yet. Will likely be costs in order to take necessary measures to be in compliance with State environmental policies. We are working with Leonard Splaine Co. (HVAC Contractor). Maya will follow-up and start getting estimates.

* 1. Kitchen update [Maya]

-Slow progress due to coronoavirus. Many contractors working from home now.

1. BCA National Council meeting readout [Molly/Justin]

-Discussion moved to next Board Meeting (fundraising ideas, motions that were passed at National Council, etc.)

1. Next Board Meeting Date: 4/26/2020: 10:00-12:00

Closing Gassho

**MOTION TO CLOSE MEETING**: Molly Kuramoto

**SECOND**: Justin Kuramoto

***Motion Passed unanimously***