

Leadership Council Meeting
Sept. 28, 2014

Present:

Rinsen, Do'on, Myoho Deborah Ayres Budd: Marketing and Outreach,
Jun'nyo Rachel Johnson: Membership, Shugetsu David McDonald: Operations,
Chuso Mike Zickar: FellowshipOne, Kyojo Jennifer DeRaad: Fundraising

Absent:

Hoshi Michael Leizerman: Finance, Ryudan Chris Collins: Policy and Procedures

We started off with open discussion regarding survey results, sharing prominent observations, comments and questions from survey:

Respondents were unclear what is Shoken.

Members want to volunteer but don't know how to.

Members want increased transparency.

Service start times were a common complaint.

“Liturgy scramble.”

More special events.

Respondents overwhelmingly rated their experience as “Satisfied” or “Very Satisfied” with the teachers and the Sangha. Lower ratings for communication, web site and leadership council.

Largest form completion demographic was from those with 3 year plus membership.

Members want to know who to go to for “things.”

Members want people to use technology to improve communication.

Organize the Greeters for each service.

Fundraising.

Who can get into Dokusan and how?

We don't have a policy and procedure manual.

Monthly/Periodic newsletter.

Non-Jukai people feel left out of the communication loop.

Open discussion regarding how to plug into Dokusan for people who are having trouble.

Agreement that members be made aware that it is okay to attend Sesshin for just a morning or just an afternoon, and be guaranteed Dokusan, if they are not able to make a Wednesday night or full Sesshin. Also, members can let the Jisha know, on Wednesday night, if they have not been able to have Dokusan for an extended period and Jisha should prioritize that member. Finally, there was a suggestion that Jisha capture data as to who has Dokusan and when. This information could then be used to determine if changes are needed.

Rinsen - Pastoral counseling is a separate thing and can be done after services or scheduled directly with the teachers.

Chuso – There was great information in here, though most of the suggestions for fund raising seemed the least actionable. More transparency in fund raising might cause members to

contribute more money, more detail of how much money has come in and how that relates to expenses.

Myoho - Monthly minutes with finances report thrown in should be sent to members.

Do'on - Happy about survey comments regarding Jukai. To clarify about start times, Sunday service start time should be formally set at 11:00, with socializing 30 minutes prior. Wednesday, 7:30 start time, with 15 minutes of socializing prior.

Rinsen - Happy with the survey results. We need a better, more organized Greeting Team. A welcome packet with footnotes regarding basics of Zen Buddhism, Zazen and the service can be presented to new comers along with a brief introduction by a Jukai member at 10:45 before the service.

Myoho - Putting together plan for marketing and outreach. How do we use our space? Standardize charges for utilization of space, like workshops. Recruit more people to rent our space.

Kyojo - Fund raiser, "Dinners for Eight." Volunteer (couple or individual) to host dinner. Pick guests you don't necessarily know well. Hosts pay for meal; guests donate what they would pay if they were going out to dinner, to temple. "Kroger card" fundraiser.

Shugetsu - New cleaning/maintenance time from 10 to 10:30 every Sunday morning. Sunday morning cleaning signup sheet will be posted. Monthly deep cleaning, time TBD (probably weekend). Remind folks that can't afford monetary donation that helping in this way is an equivalent way to contribute. Standardize who buys what for temple and how reimbursement works. Standardize how material donations are handled.

WiFi installed last Wednesday. SSID: greatheartland Pass: buddhadharma

Ran data cable for cameras to be used to record/broadcast services.

Need to purchase/install Hard drives, Cameras, Sound system.

Rinsen - Walk-thru temple room by room to determine a wish list of needed items.

Would like to purchase audio system to help hard-of-hearing members.

Would like to purchase four "fake fireplace" type heaters to heat temple before services.

We've switched to "Signature Bank" who offers us better rates.

Ryodan – Brief report by Chuso - Working with Rinsen and looking at other Sangha's and place of worship's policy and procedure manuals.

Chuso - First goal is getting sign in procedure setup for FellowshipOne and begin helping members sign in and start using it. Having WiFi and a laptop at the Temple greatly facilitates this.

Jun'nyo - Provide generic leadership council email accounts for each leadership roll. e.g. membership@buddhisttempleoftoledo.com. Members can use these email accounts to contact leaders.

Will install a comment card box that LC will read before council meeting.
Create poster with all member names and pictures.
Create new current membership list.
Create “Welcome Membership Form” with a portion that new person will retain which provides basic Sangha information.
Council chairs will update their areas in FellowshipOne. As we learn more about FellowshipOne’s capabilities we will decide whether calendar items will be published there or via web page (or other method).
FellowshipOne will be used to send mass emailings to members.
Create a “Sunshine Fund” to buy flowers and cards and thank you’s for members.

Respectfully submitted,
David Shugetsu McDonald