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THE ZEN STUDIES SOCIETY

Annual Meeting of the Board of Trustees

January 16, 1990

New York City

Present: Andy Afable, Jean Bankier, Karen Barnes, Wilkie Pretorius, David Schneyer, Bernard Spitz, Clark Strand and Ellen Darby

Excused: Richard Rudin, Denis Kelly

Absent: Eido Tai Shimano, Yasuko Shimano

The meeting was called to order at 7:00 P.M. The minutes of the August 17th meeting were approved.

Committee Reports:

A. Zen Studies Society Endowment Fund

No annual financial report was available due to the absence of the Treasurer. Wilkie Pretorius said that a report would be submitted at the next board meeting. According to monthly reports received from Mrs. Shimano, expenses and income were on target with the budget submitted to the committee in 1989.

B. New York Zendo

The financial report for New York Zendo as of December 31, 1989, showed a total income of \$89,694.06 and disbursement of \$99,372.98. The year end balance was \$15,459.26 and total assets were \$46,559.26.

Clark Strand reported that major expenses and priority projects would involve plumbing, air conditioning and electricity. Group discussions led by a moderator replaced the traditional Friday evening lectures. For this training period the staff had agreed to allow Tai Chi classes on Tuesday evenings.

Lastly, he wished to inform the Board that with Eido Roshi's approval, he had decided to leave New York Zendo as resident director towards the end of March and take up full-time employment. He would make recommendations to Eido Roshi as to a successor. Susan Morningstar would continue staying on as a resident.

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C. Dai Bosatsu Zendo

In the absence of Denis Kelly, Ellen Darby as Treasurer submitted an annual report showing total income of \$252,468.10, with disbursements totalling \$254,497.76. Year end balance was \$3,399.16.

Income from the Open Space last year amounted to \$57,352. She was asked to summarize Open Space income and expenses separately in future, so that net income from the program could be determined.

In reply to a question she said that the financial shortage at the end of the year was due mainly to the purchase of equipment, large number of staff receiving stipends and probably because it was decided to keep the monastery open during the winter months.

The Board expressed its concern over the decision-making process at Dai Bosatsu Zendo. Because of the liability of the Board it was decided to request Dai Bosatsu Zendo: a) to draw up a strategic plan with financial projections, b) to review it regularly, and c) to ensure that decision-making include the staff. It was reiterated that it was the duty of both New York Zendo and Dai Bosatsu Zendo at all times to keep the Board informed of their activities.

Rita Owen

David Schneyer asked about the stipend that used to be paid to Rita Owen. It could not be determined from previous minutes why the decision had been taken to suspend it and he asked that the item be put on the agenda for the next board meeting.

Publications Fund

Following a suggestion by Lorette Zirker, it was decided to establish a special Publications Fund with royalties to be received from a book of Eido Roshi's teishos, and to be used for incidental publications of the Zen Studies Society. It will be handled as a separate item within the Zen Studies Society Endowment Fund budget.

Fund raising

Wilkie Pretorius reported that the National Society of Fund Raising Executives had agreed to accept the Zen Studies Society for a one-time free consultation on establishing a fund raising program. It was decided that Jean Bankier, Denis Kelly and Pretorius attend the consultation, with Karen Barnes and Bernard Spitz as alternates.

The meeting was adjourned at 9.10 P.M.

Respectfully submitted,


Wilkie J. Pretorius, Secretary