

**December 16, 2008**

**FZ Business Meeting Minutes**

Present: Angie, Wendy, Britt, Julian, Jane, Dan, Ritu

**Financial Report:**

A balance sheet was distributed and our current bank balance is around \$5,000. We are doing better than we projected because we only had one newsletter this year and have some funds left over from sesshin. It has not been decided whether we will renew our directory listings for the coming year.

**Changes in FZ staff for 2009:**

Ritu Goswamy -Secretary

Julian West-Ino

Britt Walsh has offered to continue taping & posting the audio of the Tuesday evening dharma talks.

**Outreach:**

Mailing List: There was a request from Hokoji for the FZ mailing list (snail mail) for fundraising. Since we don't have a policy on this list, it was provided to them, without any repercussions. After a discussion, a policy was formulated that restricted distribution of our e-mail and snail mail lists. If a closely-related sangha wishes to make an announcement to our list, we will contact our list directly and provide them with a link to the related-sangha information. Dan and Wendy will decide which announcements should be circulated to our e-mail list.

Advertising: Angie shared a business card from another spiritual group as an effective marketing tool. FZ will create small business cards with our information on them to be distributed around town. We need to vote on our logo and then can include that on the cards. The cost to produce the cards would only be for materials and copying.

Website: FZ will make sure we use the words "San Jose Meditation Center" repeatedly on our website and also link to other websites. We also will make sure other websites link to us. These measures are to make sure people can find us on the web.

Calendar: Dan will update the website calendar for the new year and make that our main calendar. Britt will investigate how to best manage our email list and whether we should continue with Yahoo Groups.

**Dana to Newly-Ordained Priests:**

Our teacher, Angie, requested the consideration of the sangha to acknowledge our newly-ordained priests with dana for their supplies, such as undergarments and bowls. donnalynn was ordained in February, and Jane will be ordained soon. After a lengthy discussion it was decided to vote on whether this dana should be offered through Angie

or directly through the Sangha. The amount of FZ dana was also voted on. The results of the vote, which was conducted the following week, are as follows:

The Sangha should present each of the newly-ordained priests with a check for \$300. The checks will be issued following Angie's return from Switzerland, the end of January 2009.