

Black Mountain Zen Centre

Board Meeting - Minutes - 16th July 2017

1. **Attendances:** Adam Murray, Paul Haller, Nuala McKeever, Richard Hall, Paul McCrory, Neil Davison, Frank Liddy
2. **Apologies:** Andre Elsen, Eilis Ward
3. **Matters Arising**
 - The incorporation process for BMZC as a charity has now been completed.
 - There are a number of membership forms that are still currently unavailable, this matter however has been resolved by other means.
 - A sangha update was sent out by Adam Murray and Paul Haller. The general feedback from the sangha in regards to the update was positive.
 - The publication of board minutes was agreed upon to show transparency from the board.
 - In accordance with the memorandum and articles of association, it was confirmed that any member of the sangha will be able to sit in on board meetings as an auditor if they so choose.
4. **Election of Company Secretary:** Paul McCrory was nominated as secretary by Adam Murray, this was seconded by Nuala McKeever and carried across the board.
5. **Premises Update**
 - An update was given by Richard Hall in regards to discussions from the meeting of the premises subcommittee on June 5th 2017.
 - Neil Davison discussed the possibility of upgrading the carpet within BMZC. The estimated total of costs are around £400-500. Fundraising was decided upon as the means of funding the expense and the premises subcommittee was asked to draw up plans for the board in regards to this.
 - Richard Hall is to draft up roles and responsibilities for the premises subcommittee.
 - It was decided upon that subcommittees should draft a remit when proposing an idea to the board. Anything involving expenses should be presented back to the board to decide upon.

- A proposal for the board to meet every quarter was put forth, in addition to a proposal for sub-committees to meet every two months and feed back into the board at each quarterly meeting. Any urgent issues should be discussed via email.
- It was agreed that the sangha would be updated for any strategies regarding premises via email. A sangha meeting will take place in August 2017 when Paul Haller is in Belfast, any updates regarding premises should be given to the sangha during this meeting.
- The idea of a future residential housing for practitioners to share was discussed.

6. Financial Update

- Julian Cigognini was removed from the signatories for BMZC and Neil Davison was approved to be added.
- Neil Davison will meet with Steve Williamson for information in regards to how to complete the required forms to update the signatories.
- Neil Davison will give an update as treasurer each board meeting once he has formally taken over in this role.

7. Centre Management Issues

- A discussion took place about a yoga practice beginning within the centre on nights in which it isn't being used.
- Djinn Gallagher is currently at BMZC 7 mornings and 2 evenings per week. The board would like to invite volunteers from the sangha to open up the centre to reduce the burden upon Djinn. The board agrees this should be a priority. The board gave Djinn approval to oversee this.
- A potential beginners night once a month was discussed.
- Djinn Gallagher may be requested to inform for the board each meeting of any requests or issues that she wants to be dealt with. In addition, Djinn can be asked to attend future board meetings as an auditor.
- A member of the board will contact Bob Kennedy to find out the current status of his yearly sesshin.
- The board agreed that the next meeting will be in August when Paul Haller is in Belfast.

