

Black Mountain Zen Centre
Board Meeting - Minutes - 20th August 2017

1. **Attendances** : Adam Murray, Paul Haller, Nuala McKeever, Paul McCrory, Neil Davison, Frank Liddy, Djinn Gallagher
2. **Apologies** : Richard Hall, Eilis Ward
3. **Minutes Of Previous Meeting**
The minutes of previous meeting were recapped and approved by the board.
4. **Matters Arising**
 - In the future the draft minutes of each board meeting will be sent to Adam Murray and forwarded to the board within one week of the board meeting for approval. Once approved and pending no rejections from the board, the finalised draft minutes will then be published on the BMZC website within a fortnight.
5. **Update from Sangha Meeting**
 - The current financial standings of BMZC was discussed with sangha members. Currently there is around £10,000 in the bank with a transaction forthcoming to pay for the 2017 Fall sesshin.
 - The sangha members were informed upon a new rent agreement for the centre. The current lease was renewed for 5 years with a minor rental increase, in addition a six month opt out clause was added in the case that the sangha decides upon moving to a new premises.
 - A discussion was had on how members can be co-opted on to subcommittees within the board, in addition to the process of adding new members to the board itself.
 - The idea of inviting visiting teachers to BMZC was discussed.
 - There was a discussion on moving the days that the evening sits currently take place upon.
 - A discussion was had on the signage of the centre to increase presence from the outside.
 - Outreach projects that the sangha could participate in was also discussed.

- BMZC has switched to Danske Bank, sangha members were notified to switch over any standing orders that may be with the old bank accounts.
- A suggestion from a member was put forth for a winter time sesshin however Bob Kennedy already leads a winter retreat. The sangha also learnt that Bob Kennedy was recently involved in an accident and that a card will be taken to the upcoming sesshin for members to sign to wish Bob well.
- Overall the recent sangha meeting had a good atmosphere and feeling surrounding it.

6. **Finances**

- The Gift Aid process is now completed although the reclaimable funds are not yet within the BMZC bank account. This will follow on the dates that HMRC pays out.
- Gift Aid from the May 2017 sesshin will come to approximately £650 from a total sum of £2575 of the members who signed up for gift aiding their sesshin donations.
- The board notes that it would be exceedingly beneficial if all prepared to opt in to Gift Aid could fill out the forms available within the centre. In addition, any cash donations from people who have opted into Gift Aid should go into an envelope with the donors name written on the front.
- The ability to opt into Gift Aid on the BMZC website should be up and running in the near future.
- Approximately half of BMZC's income is in the form of donations, the potential exists to receive somewhere in the region of £2500 from HMRC via Gift Aid.
- Monthly bank transfer donations have increased from £315 in April to £345 in July.
- Currently the income and expenditure of BMZC creates a breakeven situation. With the fortunate inclusion of a block grant, we are able to provide extra services in support of the community.
- With Gift Aid coming on-stream and an uptick in bank transfer and cash donations, it should be possible to build bank reserves in the future.
- Paul Haller suggested that Neil Davison present a financial summary on the current funds within the BMZC bank account.

7. **Premises Update:** Adam Murray will check in with Richard Hall to get an update regarding the premises sub-committee.

8. **Future Meeting**
 - A subcommittee meeting will take place sometime in September, this is to be finalised via email.

 - A board meeting will take place on 22nd October at 4:30pm but this date is still to be finalised via email.