

Black Mountain Zen Centre

Board Meeting - Minutes - 28th May 2017

1. **Attendances** : Adam Murray, Paul Haller, Nuala McKeever, Richard Hall, Paul McCrory, Neil Davison, Eilis Ward
2. **Apologies** : Michael O'Keefe, Andre Elsen, Frank Liddy
3. **Round Robin** : Each member of the incoming board gave an overview of their history within BMZC along with details about themselves such as background and skills.
4. **Recap Of Previous Year:** Long standing board members gave a brief overview of the history of BMZC within the previous year. The main topics discussed were:
 1. Arrival of Djinn Gallagher As Resident Teacher: Djinn arrived at the start of the year and the board agreed that her influence on the centre has been extremely positive as can be seen from the increase in membership and standing orders towards the centre. The board agreed that the next step is finding out how we can increase finances in order to assist Djinn where possible.
 2. Incorporation Process of BMZC: In the past year BMZC has gone from an unincorporated association to a registered charitable body as recommended by the charities commission of Northern Ireland. This process has been completed and we are now waiting to be assigned a charity number. The board wishes to extend thanks to Steve Williamson for his help during this transition period.
5. **Membership:** It was brought to the board's attention that there are a number of membership application forms which have been withheld from submission to BMZC. It was decided upon that a member of the board would enquire about the application forms to the member currently in possession of them. If the issue was still unresolved after contact, then another plan of action will be discussed at the next meeting.

6. Immediate Issues For The New Board - Secretary, Treasurer & Signatories:

- Due to advice from NICVA and pressing issues needing to be dealt with, the board agreed upon the appointment of a treasurer and secretary as soon as possible. As a result, Neil Davison was proposed as treasurer by Eilis Ward which was seconded by Nuala McKeever. The board agreed upon Neil Davison's appointment as treasurer.
- The role of secretary had interest from board members however it was agreed upon for the appointment to be pushed back to the next meeting in order to give board members more time to familiarise themselves with the role before full commitment.
- The board agreed upon the removal of Julian Cigognini from the registered signatories. It was agreed upon that Neil Davison would be added to the signatories. The current signatories are: Djinn Gallagher, Steve Williamson and Neil Davison.
- Potential subcommittees for the governance and finances of BMZC were discussed briefly.

7. Premises: The board was made aware of a rent increase forthcoming in August from the current building management. As a result, a number of options for the premises for BMZC were discussed:

- Djinn Gallagher was informed of two potential offices available for rent on the above floor of the current premises - at an increased rent price. However upon inspection of the offices it was decided upon not to pursue this option.
- The board was informed about potential premises at the back of the First Presbyterian Church on Rosemary Street which could be an option in the future.
- A subcommittee was proposed and established for the issue of BMZC premises. This subcommittee includes: Nuala McKeever, Djinn Gallagher, Richard Hall, Adam Murray, Paul Haller and Neil Davison.

8. Other Business:

- Frank Liddy informed the board of member that was interested in standing for the board. The member will be followed up with to let them know that they are being included within the process and thanked for their interest.
- It was agreed upon that Adam Murray will remind sangha members of the co-option process as discussed at the last AGM and that if anyone has a desire to be on the board then to follow up with that process. The process put forward after the application is submitted, was an interview in which issues such as motive, background and skills that could benefit the board would be discussed - following this the board would then make a decision.
- The issue of Djinn Gallagher being present at board meetings was raised and it was made clear that Djinn can be invited if any issues involving her are present. In addition, the auditing of board meetings by sangha members was discussed however the memorandum of association and articles will need to be reviewed in order to see if this is permitted.

9. Schedule of meetings: It was agreed upon for the schedule of meetings to be discussed via email due to limited time being available at the meeting. Potential meetings once a month were briefly discussed.