

APPROVED

Sacramento Dharma Center Board Meeting Minutes

3111 Wissemann Drive

Wednesday, March 11, 2020, 6:30-8:30 p.m.

Present: Kenny Bender, Barbara Colton (via telephone), Joe Countryman, Bob Jenne, Jay Nair, Angela Scarlett, Larry Smith, Diane Wilde (via telephone). Absent: Sue Taylor. Guests: Margaret Buss, Lauren (last name unknown).

Diamond Light

Diamond Light Tibetan Buddhist Group's (DL) lease is up at the end of June 2020 and is exploring renting space at SDC. DL has until sometime in June to sign a new lease with their current location.

Discussion primarily focused on the days and hours DL would need at SDC and the complications of finding the space and time DL would require.

Highlights of Board's discussion with Lauren:

--DL has been meeting for years on Tuesdays from 6:30 to 8:30 p.m.--it would be difficult to change the meeting day. Anywhere from 5 to 40 people meet. It has one retreat a month, Friday through Sunday, depending on the teacher. Barbara said that Friday and Saturday retreats, or Saturday-only retreats, might be possible if the SDC building were shared/concurrently used. Sundays would be difficult. SDC could not guarantee a dedicated Saturday for DL. [Note: Jay believes that DL has retreats just three or four times a year, not monthly].

--DL would be open to using the West Lobby rather than the Meditation Hall (This would aid concurrent usage of the Center).

--DL would not require its own office.

--DL currently pays \$1,134 per month, plus liability insurance and teacher dana. It has sustaining donors and gets income from classes and retreats. Currently, it has use of its space 100% of the time.

--DL did not name a rental price it would like to pay SDC but allowed that it wouldn't want to pay more than it already does.

--It's too early to talk about DL's buying into SDC and becoming a sustaining sangha.

--Lauren will take what she has learned back to the DL board. Joe asked that they really focus on the hours that they would need at SDC.

--Diane said the having DL at SDC would enhance us and them. Jay lauded the synergy that would result.

--Any rental arrangement would need buy-in and flexibility from the three sustaining sanghas, but the additional income would be helpful and might fund an office manager position.

--Diane and Jay will seek out more specifics and clarification about DL's requirements and its exact proposal to SDC.

COVID-19

--A coronavirus task force was set up to decide on recommendations for keeping SDC safe. Members are Barbara, Angela, Margaret. Doralee Grindler Katonah will be asked to represent Valley Streams Zen Sangha (VSZS); John Sitteri of Sacramento Insight Meditation (SIM) will be asked to help. They will have recommendations ready for the SDC Board to approve by email no later than the morning of March 18th.

Building Manager Report

Bob's report is attached below along with an update on roof and solar.

Raised Beds

--Bob installed seating along the edge of one more raised bed.

New Dishwasher

--The dishwasher in the SDC kitchen does not work well enough to sanitize dirty dishes—something that is especially important to do to avoid contagion in these times.

VOTE: The Board authorized the expenditure of \$700 or less for the purchase of a new dishwasher for the SDC kitchen. A donor has pledged \$250 toward the cost.

New Roof

VOTE: The Board approved an expenditure of \$26,850 to KLM Roofing of Sacramento for replacement of the shingled portion of the SDC roof. KLM's proposal was the lowest of five bids. The Art and Design Committee (A&D) will help select the color of the shingles.

Solar Panels

--Rick Codina, retired SMUD rate analyst, is helping determine the amount of money SDC might save on electricity costs with solar. Bob said that SDC could save \$80,000 to \$90,000 over 25 years, or about \$3,000 a year.

--Based on economic projections and environmental concerns, the SDC Treasurer is now comfortable going forward with the solar project. On a parallel track, with interest rates so low, Larry will research refinancing the SDC mortgage.

Banner

VOTE: The Board approved the hanging of a banner on the SDC building to promote the David Loy "Eco Dharma" lectures set for April 17-20.

Cleaning Products for COVID-19 Protection

VOTE: The Board approved expenditures to purchase products to disinfect surfaces and wash hands.

Minutes

VOTE: The Board approved the minutes of the February 12, 2020 Sacramento Dharma Center (SDC) Board meeting.

Election of SDC Board Members

VOTE: Bob Jenne was reelected as SIM Representative #2 (Linda says that he has already served five years and may serve one more year). **Joe Countryman was reelected as Sacramento Buddhist Meditation Group (SBMG) Representative # 2 for a new three-year term.** **Larry Smith was reelected as VSZS Representative # 2 for a new three-year term.**

Reports from Sanghas

SBMG

--There have been recent leadership changes. Omonivie Okhade is stepping down as president and Liliana Mendez-Soto will be the next president. Joe will stay on as treasurer.

--Due to the virus, SBMG may be canceling teachers and residential retreats—SBMG may be out some money.

--SBMG may have someone to be the SBMG representative to the SDC Grounds Committee.

VSZS

--VSZS has someone who'd like to join the walk-through to learn about the building and be a building backup when Kenny isn't there.

SIM

--Nothing to report.

Treasurer's Report

----Larry presented and reviewed SDC financial reports for February 2020.

--At the end of February, Board-authorized operation reserves stood at \$38,880 and non-earmarked cash on hand was \$ 24,243.55. Earmarked funds held for a Susan Orr memorial were \$9,593; and \$2,500 were being held for reroofing and installing solar panels on the shingled roof.

--The Profit and Loss Report (accrual method) shows total monthly income for February was \$10,562.16 and total expenses were \$3,912.95; net income was \$6,649.21 [Note: cash-basis accounting would show an additional regular expense of \$1,246.72 in February for payment of mortgage principal.]

VOTE: The Board approved the February 2020 financial reports.

Art and Design Committee

--A&D has new members: Vicki Ruben for SIM and Cindy Dezember and Helen Hobart for SBMG. Julie DeHart (SBMG) is off the committee.

Audio-Visual Committee

--Jay will take on the task of setting up an electronic screen to display the SDC calendar in the south lobby. He won't be able to get to it right away.

Building Report, March 2020

Update on new roof and solar panels

For the update, please see the document that accompanies this building report. **I am recommending that the Board authorize entering into a contract with KLM Roofing to replace our roof .**

New speaker shelves in Meditation Hall

I put up two new shelves in the Meditation Hall to hold the speakers. The shelves may look like they don't have enough support to carry the weight of the speakers. But they actually provide plenty of support because inside each shelf are two thick steel rods welded to a steel bracket that is securely bolted to the wall.

Additional electrical work in Meditation Hall

During the next month or so I plan to:

- (1) Install a new dimmer switch to operate the spotlight that illuminates the altar. It will be a standard dimmer switch that is recessed into the wall. This will allow us to remove the current dimmer switch that resides on the floor amidst a tangle of extension cords, which will also be removed.
- (2) Install new "dimming" ballasts in 6 of the large rectangular light fixtures that are recessed into the low ceiling above the altar. There are 12 rectangular light fixtures above the altar. They are controlled by two light switches, with six light fixtures controlled by each switch. One set of six lights can be dimmed, but the other six cannot because the ballasts that control them are old ones that don't work with dimmers. After I replace the 6 old ballasts we will be able to dim all 12 light fixtures. There will be no cost to the Dharma Center because I already have the 6 new ballasts and the dimmer.

By the way, the large rectangular light fixtures don't use florescent bulbs. They use energy efficient LEDs, which we installed two years ago to replace the harsh florescent lights that used to be there.

Changes to our north yard

During our last regular yard work day (on February 23) we were helped by a crew of young volunteers from AmeriCorps. They, along with other SDC volunteers, worked for 4 hours to remove roots from our north yard and move some of the large river rocks to a more orderly pile. Even after 4 hours work there are still roots left to be removed. We will continue to work on the north yard in future workdays to level the ground and making the area more

attractive and useable. Our eventual plans for the north area are displayed on poster boards in the Board meeting room.

Please let me know if you have any questions. Bob Jenne

TO: SDC Board members

FROM: Bob Jenne

DATE: March 9, 2020

SUBJECT: UPDATE #1 -- NEW ROOF AND SOLAR PANELS FOR THE DHARMA CENTER

This is an update to the long document I sent everyone on February 4, 2020.

ROOF UPDATE

New roofing bid from KLM Roofing.

On February 21 I received a roofing bid from Ken Matson of KLM Roofing to replace our existing roof with a new composite shingle “cool roof.” The bid was for the surprising low price of **\$26,850**. This is \$9,428 cheaper than the previous low bid of \$36,278! For the reasons discussed below, **I recommend that the Board accept the bid and authorize entering into a contract with KLM Roofing.**

Why is KLM Roofing’s bid so low?

Lilliana Mendez-Soto (an SBMG Board member) referred me to this company. Ken Matson is the owner of KLM roofing, and Lilliana has known him for over 20 years. During this time Ken has done several roofing jobs on rental houses that she owns. She told me that he is honest and has always done excellent work. I think Ken probably gave us such a good price because of his longstanding business relationship with Lilliana. Also, my hunch is that Ken can offer such a low price because he runs a small roofing company with fewer employees and less overhead than some larger companies. I have been talking with Ken and my definite impression is that he knows his stuff and is a straight shooter.

In light of the above information, hiring Ken seems like an easy call—especially since his bid is so much lower than any other roofer I contacted. For your information, here is the complete list of all the roofing bids we have received:

Garner Roofing	\$61,705 (ouch!)
Energy Saving Pros	\$39,700
Level 1 Roofing, Inc.	\$36,950
Cal-Vintage Roofing	\$36,278

KLM Roofing

\$26,850

When should we install the new roof?

It would be best to wait until June to tear off our existing roof, because dry rot needs to be repaired and the roof will need to stay uncovered for some period of time while repairs are being made. The winter rains—to the extent that we still have them in California--should be over by June. Ken Matson said that he should be able to do our roofing job in June.

Does SDC currently have enough money to pay for a new roof?

Yes. We have already raised about \$27,000, which is enough to cover KLM Roofing's \$26,859 bid. As mentioned in my report last month, however, it may cost an additional \$5000 to \$10,000 to fix dry rot and other roof issues. SDC currently has about \$20,000 in unrestricted reserves, so we have enough money now to pay the entire cost of a new roof. It would of course be much better if our fundraising campaign generates enough money so that we don't have to spend \$5000 to \$10,000 of our current funds. But since we need a new roof and we already have the funds to pay for it, **I recommend that we sign a contract now so that we can reserve a place in the company's queue for roofing jobs.** I will forward everyone a copy of the contract. It's short and straightforward.

Fixing dry rot.

KLM Roofing will fix any dry rot that is discovered when the roof is removed. They will also: (1) replace the long roof fascia boards along the east and west sides of our building, which are in bad shape from years of direct exposure to the sun, and (2) replace the boards on the underside of our roof overhang (called "soffit" boards) that have dry rot, and (2) re-nail the many loose soffit boards that are starting to detach from the rafters and need to be re-nailed so they won't fall off. KLM Roofing will charge us \$85 per hour plus the cost of materials to do this work. This is a fairly standard rate in the roofing industry.

What about our gutter? Should we replace it too?

I don't think we should replace our gutter at this time. We do have a drainage problem with our roof; during big storms water pours off our roof directly onto the sidewalk on the south side of our building. I talked to several roofers and the consensus is that we can probably fix the problem cheaply, without replacing the gutter (which would cost us \$2500 to \$4500).

Our drainage problem is not caused by a blocked gutter or downspouts (I checked). The roofers also don't think our gutter is undersized; they said it appears to be correctly sized for our roof. The problem seems to be that during heavy rains the water cascades very rapidly down the long slope of our roof toward the gutter. Some of the water falls into the gutter, but when there is a lot of water and it is moving quickly, some of the water is simply propelled over and beyond the gutter. So this fast-moving water never enters the gutter; it just shoots beyond the gutter and falls onto our sidewalk.

The roofers think that there are probably two reasons that this is happening. First, we have two layers of roofing material, because during the last reroofing job the old roof wasn't removed and a new roof was placed on top of the old one. Two layers of roofing material are fairly thick and the roof sticks up about an inch above the gutter. This extra height allows fast-moving water to more easily overshoot the gutter.

Second, parts of our gutter have sagged over time so that the top of the gutter is no longer level. Instead, the gutter tilts slightly away from the building and its outside edge is about ¾ inch lower than the side of the gutter nearest the roof. This tilt makes it easier for fast-moving water to overshoot gutter. You can see the tilt if you look closely at the gutter. The tilt is most pronounced in the portions of the gutter between the downspouts. The downspouts are holding up the parts of the gutter by the downspouts, and these parts of the gutter aren't very tilted. I have noticed that during heavy rains, much more water is cascading over the gutters in the areas between the downspouts. One of these between-the-downspouts areas is directly outside the offices of Valley Streams and SBMG, and you may have seen the impressive waterfall there during heavy rainstorms.

Roofers have a fix for tilted gutters. They level the gutters by installing small "gutter wedges" between the gutter and the fascia board it is attached to. KLM roofing can install the wedges when they do our new roof. This should fix the tilt, and the surface of the new roof will be also lower because both of the old roofs will be torn off before the new roof is installed. The combination of a lower roof and level gutters will hopefully fix our drainage problem. Our gutter is otherwise in excellent condition, so it doesn't make sense to replace it if we don't have to. If our drainage problem isn't fixed after we do these two things, we can look at installing a "box-style" gutter that is wider than our current gutter, which should make it more difficult for water to overshoot the gutter. A new gutter can be installed after the new roof has been installed, without damaging the new roof.

SOLAR UPDATE

Good news. It now appears that we can get a very good solar panel system for about \$45,000, which is \$5000 less than the \$50,000 cost I conservatively assumed in my initial analysis.

In my initial analysis I assumed a cost of \$50,000 because there are a lot of solar panels on the market and it wasn't clear which solar panels would work best for us or how much they would cost. Some clarity has emerged since then. In the past month I spoke with several solar contractors and did some additional research. Two reputable solar contractors independently recommended that we install a particular brand of solar panels: **Hanwha Q CELLS**. These panels are frequently installed in commercial installations like ours. They are high quality, durable, reliable, panels from a large financially stable solar company with a good reputation and a worldwide distribution system. I did my own research on the panels and it confirmed what the contractors told me. You can read more about Hanwha Q CELLS here:

<https://www.solarquotes.com.au/panels/hanwha-q-cells-review.html>

<https://www.solarreviews.com/manufacturers/q-cells-north-america>

<https://www.q-cells.us/>

These panels are a good fit for us is because they are the most cost-effective option. Both of the solar contractors who recommended these panels gave us very similar bids – about \$52,000 (but the Dharma Center would only pay about \$45,000 if we use the solar tax credit financing arrangements described in my previous memo). These two bids are the lowest ones we have received. I think either of these contractors (Solar Revolution and Energy Saving Pros) would be a good choice to install solar panels at the Dharma Center. I'll provide more detail in my next update.

Other solar panels are more “efficient,” which means they are capable of producing more solar power per square foot of panel. Efficiency matters in some situations, such as when you have a small roof and need to maximize your solar power production for every square foot of roof space. But efficiency isn't as important for us because our roof is huge and solar panels would occupy less than half of it. So it doesn't make sense to pay a cost premium for highly efficient solar panels, because with no space constraints we can generate the same amount of solar power (and save money) by simply installing a few more Hanwha Q Cell solar panels.

Another possible way to save money is to install a smaller solar system that would offset less than 100% of our annual electricity use. This may or may not make sense, depending on many complicated factors such as the time periods when we consume the most electricity, the time periods when we would generate the most electricity from solar power, and how much SMUD would pay us for excess solar power that we generate but don't immediately consume on-site. I'll provide some more information about this in my next update.

More information to come on solar power

In a few weeks I will send everyone an analysis describing how much we are likely to save if we install solar power. Fortunately for us, we have had the generous assistance of Rick Codina, a retired SMUD rate analyst who is assisting us. Larry Smith and I met with him a few weeks ago and he has provided us with a several spreadsheets which set forth a comprehensive solar analysis. I will try to summarize the information and will send it to everyone in a few weeks, along with his most recent spreadsheet.

The analysis is complicated because SMUD has very recently promulgated a new rate schedule for commercial customers like the Dharma Center, and SMUD is also in the process of developing new solar power purchasing rules that will become effective in 2021. Under the new rate schedule and new rules, installing solar power won't save us as much money as it would have under the old rules. However, it would still save us a lot of money over the next 25 years. I will provide the actual numbers in a few weeks.