



ROCHESTER ZEN CENTER
A BUDDHIST COMMUNITY

Annual Report of Trustees

Pursuant to
New York Not-for-Profit Corporation Law
Section 519

Presented at the Fifty-First
Annual Corporate Meeting
May 28, 2017

The record date for the Center's 2017 Annual Meeting was May 3, 2017. As of that date, the Center had 467 members. The record date for the Center's 2016 Annual Meeting was April 28, 2016. As of that date, the Center had 445 members. Accordingly, the Center's membership has increased by 22 during this period.

The names and places of residence of the Center's current members may be found in the records of the Center's Secretary.

ROCHESTER ZEN CENTER
SUMMARY OF 2016 ANNUAL FINANCIAL RESULTS

	2016		2015	
	As of December 31, 2016	12/31/16 as % of 2016 Budget	As of December 31, 2015	12/31/15 as % of 2015 Budget
Year-to-Date Operating Revenue	\$398,275	97%	\$403,546	102%
Year-to Date Operating Expenses	<u>\$419,945</u>	83%	<u>\$475,003</u>	98%
YTD Revenue Less Expenses	(\$21,670)		(\$71,457)	
YTD Operating Draw from Investments (5%)	<u>\$62,834</u>		<u>\$60,788</u>	
YTD Net Operating Surplus (Loss)	\$41,164		(\$10,668)	
Membership Contributions (included in operating revenue)	\$186,953	102%	\$177,426	96%
Extraordinary Income (not included in operating revenue)	\$10,000		\$0	
Accumulated Operating Surplus (Loss) at 5% draw since 2009 Inception of Current System	\$62,083		\$20,919	
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YTD Investment Gain (Loss)	\$69,755		\$21,493	
YTD Operating Draw from Investments (5%)	<u>(\$62,834)</u>		<u>(\$60,788)</u>	
YTD Net Investment Gain (Loss)	\$6,920		(\$39,296)	
YTD Legacies and Special Donations	<u>\$70,000</u>		<u>\$0</u>	
YTD Total Investment Fund Change	\$76,920		(\$39,296)	

ROCHESTER ZEN CENTER BALANCE SHEET – December 31, 2016

	Operating Fund	Investment Fund	Held for Others	Realty and Art (Carried at Cost)	Total
ASSETS					
CURRENT ASSETS					
Cash & Money Market*	111,541.61	263,640.25	268,350.93	0.00	643,532.79
Inventories	6,356.59	0.00	0.00	0.00	6,356.59
Accounts Receivable	8,959.27	0.00	0.00	0.00	8,959.27
Prepaid Expenses	24,389.71	0.00	0.00	0.00	24,389.71
Earmarked Donations (Contra)	(16,048.03)	0.00	0.00	0.00	(16,048.03)
<i>Total Current Assets</i>	<u>135,199.15</u>	<u>263,640.25</u>	<u>268,350.93</u>	<u>0.00</u>	<u>667,190.33</u>
NON-CURRENT ASSETS					
Non-Equity Investments (At Book)	0.00	184,529.89	0.00	0.00	184,529.89
Equity Investments (At Market)	0.00	810,407.72	0.00	0.00	810,407.72
Mortgage Loans Outstanding	0.00	67,926.00	0.00	0.00	67,926.00
Depreciable Fixed Assets (Net)	248,345.89	0.00	0.00	0.00	248,345.89
Buildings & Land (At Cost)	0.00	0.00	0.00	5,366,162.27	5,366,162.27
Buddhist Art & Implements (At Cost)	0.00	0.00	0.00	118,419.07	118,419.07
<i>Total Non-Current Assets</i>	<u>248,345.89</u>	<u>1,062,863.61</u>	<u>0.00</u>	<u>5,484,581.34</u>	<u>6,795,790.84</u>
TOTAL ASSETS	383,545.04	1,326,503.86	268,350.93	5,484,581.34	7,462,981.17
LIABILITIES & EQUITY					
CURRENT LIABILITIES					
Taxes, Medicare, SS Payable	2,742.35	0.00	0.00	0.00	2,742.35
Prepaid Income	1,000.00	0.00	0.00	0.00	1,000.00
Other Current Liabilities	3,903.00	0.00	0.00	0.00	3,903.00
<i>Total Current Liabilities</i>	<u>7,645.35</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,645.35</u>
LONG-TERM LIABILITIES					
Auckland Zen Centre Fund	0.00	0.00	2,744.95	0.00	2,744.95
Louisville Zen Center Fund	0.00	0.00	250,302.26	0.00	250,302.26
Abbot's Scholarship Fund	0.00	0.00	15,303.72	0.00	15,303.72
<i>Total Long-Term Liabilities</i>	<u>0.00</u>	<u>0.00</u>	<u>268,350.93</u>	<u>0.00</u>	<u>268,350.93</u>
EQUITY					
»»Year-to-Date Revenues	398,275.33	69,754.52	0.00	0.00	468,029.85
»»(Less Year-to-Date Expenses)	419,945.36	0.00	0.00	0.00	419,945.36
»YTD Revenues Less Expenses	(21,670.03)	69,754.52	0.00	0.00	48,084.49
»YTD Investment Draw (5% per annum)	62,834.12	(62,834.12)	0.00	0.00	0.00
Year-to-Date Net Surplus (Loss)	41,164.09	6,920.40	0.00	0.00	48,084.49
Extraordinary Income & Expenses	10,000.00	70,000.00	0.00	0.00	80,000.00
Interfund Transfers In (Out)	0.00	0.00	0.00	0.00	0.00
Previous Year-End Fund Balances	324,735.60	1,249,583.46	0.00	5,484,581.34	7,058,900.40
<i>Total Equity (Current Fund Balances)</i>	<u>375,899.69</u>	<u>1,326,503.86</u>	<u>0.00</u>	<u>5,484,581.34</u>	<u>7,186,984.89</u>
TOTAL LIABILITIES & EQUITY	383,545.04	1,326,503.86	268,350.93	5,484,581.34	7,462,981.17

*Adjusted to consolidate all Investment Fund money market & cash into single account

ROCHESTER ZEN CENTER
Income and Expense Statement for the Quarter Ended December 31, 2016

Account	4Q2016 Actual	2016 Budget	% of Budget	4Q2015 Actual	
GENERAL OPERATING FUND - INCOME ACCOUNTS					
	Net Item Sales Income	\$1,290	\$1,000	129%	\$468
	Net Special Events Income	(\$6,244)	\$0		\$0
40143G	Royalty Income	\$11,622	\$7,000	166%	\$7,904
40150G	Zen Bow Income	\$220	\$500	44%	\$420
40151G	Membership Contributions	\$186,953	\$184,000	102%	\$177,426
4C151G	CM Operating Donations	\$36,779	\$40,000	92%	\$39,518
40152G	Workshop Income	\$13,167	\$14,000	94%	\$13,470
40153G	Training Program Income	\$4,200	\$5,000	84%	\$3,788
4C153G	CM Training Program Income	\$0	\$100	0%	\$45
40159G	Buddha Hall Rental Income	\$13,884	\$13,700	101%	\$13,847
4C159G	Net CM Rental Income	\$66,114	\$69,000	96%	\$67,884
40160/2G	Misc. Income & Contributions	\$13,085	\$12,500	105%	\$14,538
4C160G	CM Miscellaneous Income	\$0	\$200	0%	\$523
40161G	Sesshin Income	\$57,205	\$63,000	91%	\$63,715
	Total Operating Revenue	\$398,275	\$410,000	97%	\$403,546
GENERAL OPERATING FUND - EXPENSE ACCOUNTS					
60170G	Charity Expenses	\$0	\$500	0%	\$435
60171G	Zen Bow Expenses	\$2,858	\$6,000	48%	\$4,472
60172G	Teaching Expenses	\$4,587	\$5,500	83%	\$3,244
6C172G	CM Teaching Expenses	\$10	\$200	5%	\$66
60175G	Medical & Health Insurance	\$47,342	\$77,100	61%	\$78,672
6C175G	CM Medical & Health Insurance	\$12,629	\$27,500	46%	\$22,210
60176G	Staff Salary Expense	\$64,403	\$63,400	102%	\$66,294
6C176G	CM Staff Salary Expense	\$10,387	\$15,100	69%	\$12,731
60177G	Kitchen Expenses	\$37,979	\$43,000	88%	\$42,258
6C177G	CM Kitchen Expenses	\$7,433	\$10,500	71%	\$9,801
60178G	Housekeeping Expenses	\$5,342	\$5,500	97%	\$4,327
6C178G	CM Housekeeping Expenses	\$2,261	\$2,300	98%	\$1,880
60179G	To Staff Departure Fund	\$22,405	\$23,300	96%	\$21,185
6C179G	CM Staff Departure Fund	\$5,324	\$5,300	100%	\$5,324
60180G	Misc Administrative Expenses	\$1,486	\$1,500	99%	\$2,393
6C180G	CM Misc Administrative Expense	\$0	\$100	0%	\$97
60181G	Office Expenses	\$3,683	\$4,400	84%	\$4,541
6C181G	CM Office Expenses	\$203	\$500	41%	\$975
60182G	Telecommunications Expenses	\$6,273	\$4,900	128%	\$4,957
6C182G	CM Telecommunications Expenses	\$4,134	\$4,000	103%	\$3,586
60183G	Gas & Electricity Expenses	\$6,008	\$8,900	68%	\$7,762
6C183G	CM Utility Expenses	\$11,971	\$14,600	82%	\$13,080
60184G	Repair & Maintenance Expenses	\$11,506	\$19,000	61%	\$15,122
6C184G	CM Rep & Maintenance Expenses	\$16,543	\$22,800	73%	\$21,562
60186G	Insurance Expenses	\$41,622	\$39,200	106%	\$37,053
6C186G	CM Insurance Expenses	\$23,814	\$23,100	103%	\$22,032
60187G	Fundraising & Advertising Exp.	\$1,300	\$1,500	87%	\$1,800
60188G	Garden & Grounds Expenses	\$2,109	\$2,700	78%	\$2,266
6C188G	CM Garden & Grounds Expenses	\$3,210	\$5,500	58%	\$3,101
60189G	Library Expenses	\$29	\$300	10%	\$139
60190G	Automobile Expenses	\$8,297	\$7,800	106%	\$8,671
6C190G	CM Automobile Expenses	\$5,461	\$4,200	130%	\$6,134
60191G	Taxes & Municipal Fees	\$7,007	\$6,700	105%	\$7,006
6C191G	CM Tax & User Fee Expenses	\$5,797	\$4,800	121%	\$5,732
60192G	Computer Expenses	\$2,855	\$3,000	95%	\$2,532
60193G	Banking, PayPal & Crdt Crd Fees	\$807	\$500	161%	\$513

ROCHESTER ZEN CENTER
Income and Expense Statement for the Quarter Ended December 31, 2016

Account	4Q2016 Actual	2016 Budget	% of Budget	4Q2015 Actual
6C192G CM Computer Expenses	\$904	\$500	181%	\$379
60300G Bad Debt Expense	\$0	\$0		\$100
60389G Depreciation Expense	\$23,168	\$23,700	98%	\$21,385
6C389G CM Depreciation Expense	\$8,798	\$9,500	93%	\$9,197
60500G Contingency (Budget Use Only)		\$5,000		
Total Operating Expenses	\$419,945	\$503,900	83%	\$475,013
Operating Revenue Less Expenses	(\$21,670)	(\$93,900)		(\$71,467)
40168G Operating Draw from Investments	\$62,834	\$61,400	102%	\$60,788
Total Net Operating Surplus (Loss)	\$41,164	(\$32,500)	-127%	(\$10,678)
Extraordinary Income & Expenses	\$10,000			\$0
CAPITAL EXPENDITURES				
15000G Furniture and Fixtures	\$16,250			\$33,053
15100G Equipment and Computers	\$6,285			\$0
15200G Motor Vehicles	\$0			\$0
Non-CM Capital Expenditures	\$22,535	\$40,000	56%	\$33,053
1C500G CM Capital Expenditures	\$5,010	\$10,000	50%	\$5,017
Total Capital Expenditures	\$27,545	\$50,000	55%	\$38,070
INVESTMENT FUND				
40167I ML Equity YTD Gain (Loss)	\$59,822			\$10,651
40168I Interest Income (IF)	\$9,919			\$10,841
40170I Other Income (IF)	\$14			\$0
Gross Investment Income	\$69,755			\$21,493
60168I Operating Draw from Investments	(\$62,834)			(\$60,788)
Investment Income Less Draw	\$6,920			(\$39,296)
40155I Legacies & Special Donations	\$70,000			\$0
Total Net Investment Fund Gain (Loss)	\$76,920			(\$39,296)

ROCHESTER ZEN CENTER
Past-Year Comparison – December 31, 2016

	31-Dec-16	Average 2011-2015	31-Dec-15	31-Dec-14	31-Dec-13	31-Dec-12	31-Dec-11
GENERAL OPERATING FUND – INCOME							
	Net Item Sales Income	1,290	1,228	468	1,565	821	2,035
	Net Special Events Income	(6,244)	(927)	0	0	316	(5,551)
40143G	Royalty Income	11,622	7,021	7,904	7,025	7,323	7,189
40150G	Zen Bow Income	220	447	420	535	377	277
40151G	Membership Contributions	186,953	179,349	177,426	180,600	182,649	176,032
4C151G	CM Operating Donations	36,779	39,323	39,518	38,644	38,800	40,514
40152G	Workshop Income	13,167	14,537	13,470	13,707	13,213	16,150
40153G	Training Program Income	4,200	5,018	3,788	7,593	5,280	3,825
4C153G	CM Training Program Income	0	72	45	0	0	15
40159G	Buddha Hall Rental Income	13,884	13,378	13,847	13,646	13,544	12,912
	Net CM Rental Income	66,114	55,336	67,884	60,532	58,507	40,490
40160/2G	Misc. Income & Contributions	13,085	13,200	14,538	12,342	12,448	12,930
4C160G	CM Miscellaneous Income	0	303	523	92	800	0
40161G	Sesshin Income	57,205	63,246	63,715	59,694	65,447	63,659
	Total YTD Operating Income	398,275	391,533	403,546	395,975	399,810	371,293
GENERAL OPERATING FUND – EXPENSES							
60170G	Charity Expenses	0	319	435	0	719	442
60171G	Zen Bow Expenses	2,858	6,140	4,472	5,845	6,368	9,561
60172G	Teaching Expenses	4,587	2,686	3,244	2,135	4,059	1,924
6C172G	CM Teaching Expenses	10	142	66	62	137	292
60175G	Medical & Health Insurance	47,342	71,560	78,672	81,948	78,102	66,426
6C175G	CM Medical & Health Insurance	12,629	15,594	22,210	15,696	13,153	13,189
60176G	Staff Salary Expense	64,403	60,169	66,294	64,170	63,210	55,481
6C176G	CM Staff Salary Expense	10,387	11,591	12,731	13,175	12,732	9,931
60177G	Kitchen Expenses	37,979	39,828	42,258	41,706	43,424	38,401
6C177G	CM Kitchen Expenses	7,433	7,708	9,801	7,374	8,754	6,705
60178G	Housekeeping Expenses	5,342	4,823	4,327	4,434	4,896	3,605
6C178G	CM Housekeeping Expenses	2,261	2,033	1,880	2,393	1,372	1,936
60179G	To Staff Departure Fund	22,405	18,364	21,185	18,856	21,629	17,081
6C179G	CM Staff Departure Fund	5,324	4,814	5,324	5,324	5,324	3,549
60180G	Misc Administrative Expenses	1,486	1,439	2,393	911	1,471	1,206
6C180G	CM Misc Administrative Expense	0	115	97	225	155	100
60181G	Office Expenses	3,683	4,576	4,541	4,241	3,012	5,447
6C181G	CM Office Expenses	203	435	975	575	14	238
60182G	Telecommunications Expenses	6,273	5,470	4,957	5,642	6,733	4,786
6C182G	CM Telecommunications Expenses	4,134	3,805	3,586	4,388	3,479	3,842
60183G	Gas & Electricity Expenses	6,008	8,713	7,762	10,028	8,901	6,414
6C183G	CM Utility Expenses	11,971	14,552	13,080	17,209	13,621	12,207
60184G	Repair & Maintenance Expenses	11,506	20,045	15,122	11,799	21,294	27,527
6C184G	CM Rep & Maintenance Expenses	16,543	18,503	21,562	18,678	18,386	16,969
60186G	Insurance Expenses	41,622	32,795	37,053	34,680	28,387	31,112
6C186G	CM Insurance Expenses	23,814	19,671	22,032	20,590	16,405	17,873
60187G	Fundraising & Advertising Exp.	1,300	1,421	1,800	1,255	1,589	1,400
6C187G	CM Fundraising & Adv Expenses	0	0	0	0	0	0
60188G	Garden & Grounds Expenses	2,109	3,722	2,266	3,563	2,586	2,941
6C188G	CM Garden & Grounds Expenses	3,210	4,294	3,101	3,547	5,675	6,298
60189G	Library Expenses	29	114	139	287	142	0
60190G	Automobile Expenses	8,297	12,981	8,671	12,157	16,004	14,152
6C190G	CM Automobile Expenses	5,461	3,658	6,134	4,358	2,956	2,351
60191G	Taxes & Municipal Fees	7,007	6,754	7,006	6,780	6,649	6,645
6C191G	CM Tax & User Fee Expenses	5,797	4,892	5,732	5,347	4,946	4,296
60192G	Computer Expenses	2,855	2,340	2,532	3,014	2,512	2,697
6C192G	CM Computer Expenses	904	426	379	877	446	338
60193G	Banking, PayPal & Crdt Crd Fees	807		503	203		
60300G	Bad Debt & Theft Expense	0	130	100	0	385	163
60389G	Depreciation Expense	23,168	18,422	21,385	20,532	19,190	17,008
6C389G	CM Depreciation Expense	8,798	8,422	9,197	7,800	7,820	9,183
	Total YTD Operating Expenses	419,945	443,607	475,003	461,804	456,637	402,225
	YTD Operating Income Less Expenses	(21,670)	(52,074)	(71,457)	(65,830)	(56,827)	(30,932)
40168G	Operating Draw from Investments	62,834	55,033	60,788	57,371	54,795	50,347
	Total Net Operating Surplus (Loss)	41,164	2,958	(10,668)	(8,458)	(2,033)	19,415
	Extraordinary Income & Expenses	10,000	2,000	0	0	0	10,000

ROCHESTER ZEN CENTER
Past-Year Comparison – December 31, 2016

	31-Dec-16	Average 2011-2015	31-Dec-15	31-Dec-14	31-Dec-13	31-Dec-12	31-Dec-11
CAPITAL EXPENDITURES							
15000G Furniture and Fixtures	16,250	19,969	33,053	0	938	61,746	4,111
15100G Equipment and Computers	6,285	3,300	0	953	746	5,209	9,589
15200G Motor Vehicles	0	2,373	0	8,179	3,684	0	0
1C500G CM Capital Expenditures	5,010	13,336	5,017	14,433	6,963	32,831	7,436
Total YTD Capital Expenditures	27,545	38,978	38,070	23,565	12,332	99,786	21,136
INVESTMENT FUND							
40167I ML Equity YTD Gain (Loss)	59,822	75,783	10,651	89,085	164,376	112,076	2,726
40168I Interest Income (IF)	9,919	11,975	10,841	12,950	7,772	13,941	14,369
40170I Other Income (IF)	14	32	0	10	14	87	46
40181I W&R YTD Gain (Loss)	0	18	0	0	0	73	18
Gross YTD Investment Fund Income	69,755	87,808	21,493	102,045	172,162	126,178	17,160
60168I Operating Draw from Investments	(62,834)	(55,033)	(60,788)	(57,371)	(54,795)	(51,861)	(50,347)
Net Investment Fund Gain (Loss)	6,920	32,775	(39,296)	44,674	117,368	74,317	(33,187)
40155I Legacies and Special Donations	70,000	3,300	0	0	6,500	10,000	0
Total YTD Investment Fund Change	76,920	36,075	(39,296)	44,674	123,868	84,317	(33,187)

ROCHESTER ZEN CENTER INVESTMENT FUND – December 31, 2016

<i>Account</i>	<i>Instrument</i>	<i>As Carried on Balance Sheet</i>		<i>Market Value</i>	<i>Cost Basis</i>	<i>Gain (Loss)</i>	<i>Annual Return on Basis</i>	<i>Est. Annual Fixed Income</i>
	Equity Investments*	<i>At Market</i>						
14052I	Merrill Lynch Equities Account**	\$810,408		\$810,408	\$127,466	\$682,941		
	IF Equities	\$810,408	61%	\$810,408	\$127,466	\$682,941		
	Cash & Money Market						<i>Current Int Rate</i>	
10006I	IF Share of Money Market Funds & Cash**	\$263,640		\$263,640	\$263,640		0.09%	\$237
	IF Cash & Money Market	\$263,640	20%	\$263,640	\$263,640		0.09%	\$237
	Fixed-Income Investments	<i>Cost Basis</i>					<i>Crrnt Rtrn on Basis</i>	
13200I	Merrill Lynch Fixed-Income Account**	\$184,530		\$179,929	\$184,530	(\$4,601)	3.55%	\$6,551
	Total Fixed-Income Investments	\$184,530	14%	\$179,929	\$184,530	(\$4,601)	3.55%	\$6,551
	Loans	<i>Outstanding</i>			<i>Original</i>		<i>Loan Rate</i>	
14100I	Zengården Mtg Loan (variable %) 3/31/25	\$63,155			\$135,637		3.48%	\$2,111
14106I	Mdsn ZC Mtg Loan 5.08% 7/31/18	\$4,771			\$35,739		5.08%	\$174
	Total Loans	\$67,926	5%		\$171,376			\$2,284
	Investment Fund Total	\$1,326,504	100%					\$9,073

* Donated equities that do not meet the Center's ethical investment criteria must be sold by the Center's Finance Committee within one year

**Adjusted to report all Investment Fund money market & cash as residing in account 10006

Peter (Bodhin) Kjolhede
President, Rochester Zen Center

State of New York)
) ss.
County of Monroe)

On the day of in the year 2017, before me personally came Peter (Bodhin) Kjolhede, to me known, who, being by me duly sworn, did depose and say that he resides at 308 San Gabriel Drive, Rochester, NY 14610; that he is the President of the Rochester Zen Center, the corporation described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Trustees of said corporation, and that he signed his name thereto by like order.

In Witness Whereof, I have hereunto set my hand and affixed my official seal.

Colleen O'Brien
Treasurer, Rochester Zen Center

State of New York)
) ss.
County of)

On the day of in the year 2017, before me personally came Colleen O'Brien, to me known, who, being by me duly sworn, did depose and say that she resides at 11 Park Place, New Rochelle, NY 10801; that she is the Treasurer of the Rochester Zen Center, the corporation described in and which executed the above instrument; that she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Trustees of said corporation, and that she signed her name thereto by like order.

In Witness Whereof, I have hereunto set my hand and affixed my official seal.
